

Office Of The Coordinator  
Internal Quality Assurance Cell (IQAC)  
Govt. Degree College Pampore

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### Minutes of meeting:

Chairperson: Prof. Dr. Seema Naz  
(Principal)

Convener: Prof. Shah Lateef  
(Coordinator IQAC)

Venue: Principal Chamber

dated: 24-06-21

Time: 12:30 PM

#### Members:

1. Prof. Shah Lateef ( Coordinator IQAC)
2. Mr. Ashaq Hussain Wafaye (Coordinator Criterion 4<sup>th</sup> Learning Resources).
3. Mr. Zaffer Manzoor (Coordinator Criterion 4<sup>th</sup> Infrastructure)

#### Agenda:

Submission of final draft of Criterion 4<sup>th</sup> (Infrastructure and learning resources) along with all documental proofs.

#### Minutes:

Mr. Ashaq Hussain Wafaye & Mr. Zaffer Manzoor Coordinators Criterion 4<sup>th</sup> discussed this concerned criterion with the chairperson and convener of the meeting and the following minutes of meeting were recorded:

1. That the criterion 4<sup>th</sup> (Infrastructure and Learning resources) has a total weightage of 100 points/ marks.
2. That for the Key Indicator 4.1, the coordinators criterion 4<sup>th</sup> shall describe the adequacy of facilities of teaching learning as per the minimum specified requirements by statutory bodies within a maximum of 500 words.
3. That the coordinators criterion 4<sup>th</sup> shall describe the adequacy of facilities for sports, games and cultural activities within a maximum of 500 words.
4. That the coordinator criterion 4<sup>th</sup> shall submit the details of percentage of classrooms and seminar halls with ICT-enabled facilities.
5. That the coordinator criterion 4<sup>th</sup> shall submit the details of budget allocation for infrastructure augmentation, excluding salary year wise during last five years.
6. That for the key indicator 4.2, the coordinators criterion 4<sup>th</sup> shall work for the complete automation of the library.
7. That the coordinators criterion 4<sup>th</sup> shall increase the collection of rare books and other resources for library enrichment.
8. That the coordinators criterion 4<sup>th</sup> shall submit the details of annual expenditure of purchase of books and journals during the last five years.

9. That for the key indicator 4.3, the coordinators criterion 4<sup>th</sup> shall describe the IT facilities including Wi-Fi with date and nature of updation within a maximum of 500 words.
10. That the coordinator criterion 4<sup>th</sup> shall submit the details of student-computer ratio and available bandwidth of internet connection in the institution.
11. That the coordinators criterion 4<sup>th</sup> shall submit a proposal for Development of Media centre for e-content development in the Institution.
12. That for the key indicator 4.4, the coordinators criterion 4<sup>th</sup> shall submit the details of average expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during last five years.
13. That the coordinators criterion 4<sup>th</sup> shall describe the policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a maximum of 1000 words.

Id

**Submitted for Approval**

**Prof. Shah lateef**

**Coordinator IQAC.**

Approved  
Shah