

Minutes of the Governing Body Meeting of the Autonomous Govt. College for Women, Parade, Jammu

The first meeting of the Governing Body of G.C.W. Parade under the chairmanship of Prof. Y.R. Malhotra, former Vice Chancellor, University of Jammu was held in the conference hall of the college on 29th January 2015.

The following members were present in the meeting:

- | | |
|---|--------------------|
| 1. Prof. Y.R. Malhotra (Former Vice Chancellor) | Chairman |
| 2. Prof. Neelam Saraf (Dean Academic Affairs, University of Jammu) | University Nominee |
| 3. Prof. T.A. Kawoosa (Director Colleges, J&K) | Government Nominee |
| 4. Prof. Seema Jain | U.G.C. Nominee |
| 5. Dr. Vijay Gupta (Former Principal, Govt. Medical College, Jammu) | Professional |
| 6. Prof. Veena Gupta (Former Principal, Govt. Degree College) | Educationist |
| 7. Prof. Tabassum Ara | Senior faculty |
| 8. Prof. (Dr.) Geetanjali A. Rana | Senior faculty |
| 9. Prof. (Dr.) Hemla Aggrawal (The Principal, G.C.W. Parade) | Ex- officio |

The following agenda items were proposed in the meeting for the approval of the members:

1. Constitution of Academic Council, Finance Committee, and Board of Studies.
2. Fixation of fee
3. Examination reforms
4. Scholarships and Medals
5. Transfer Policy for the Teachers
6. Statutes of the Autonomous Govt. College for Women, Parade Jammu
7. Infrastructure Development

The Principal welcomed the members and briefly explained the issues to be discussed in various agenda items. Prof. Y.R. Malhotra, the chairman of the meeting congratulated the Principal and the staff of the college on attaining the autonomous status.

1. a) Membership of Academic Council was approved and it was observed that approval of the members of Board of Studies being in the purview of Academic Council of the college, which may be done in a meeting of the Academic Council

b) The members approved the diploma / certificate courses in Interior Decoration and Web Designing, and short term courses in Personality Development and Grooming; Cooking; Baking; Catering; Art & Craft; Fashion Designing, and Clinical Bio-chemistry as an additional / optional subject

c) Prof. Y.R. Malhotra, the Chairman suggested that the market oriented courses should be introduced, and while framing the syllabus of different subjects, standard / quality should be at par with national level, keeping in view the future prospects of the courses. He further suggested that the college should be careful while bringing about changes on attaining the autonomous status, and the changes should be gradual.

d) The members resolved that the college should approach the University of Jammu to recognise the college as a Research Centre for the implementation of Ph.D programmes in Music, and CRME.

e) The members approved that P.G Zoology should be introduced in principle and it was also suggested by the members that the time factor should be taken into consideration, and a proposal for the same should be there highlighting the status of the teaching faculty of the department and also the infrastructure, especially laboratories.

f) It was resolved that NCC as an optional subject should be introduced from the next academic session.

2. a) The members resolved that fixation of fee should be at par with other colleges of the state
b) It was resolved that a Corpus Fund should be generated in the college, from which the Admission fee for the needy / poor students can be taken care of. A minimum of Rs. 20/- per student be charged to generate the fund
3. a) It was resolved that the remuneration for the conduct of examination and evaluation of answer scripts / setting of question papers etc. should be as per the parent university rates and rules.
b) The honorarium to the part time functionaries of the examination cell, and the other expenses related to the examination cell should be borne out of the interest generated from the examination fee deposited in the bank. Remuneration for the examination related activities should be as per the suggestions of Governing Body.
4. It was resolved that the scholarship and medals should be awarded to the students as per the existing practice of the college. No new scholarship to be introduced for the time being.
5. The members approved the names of nine external members from different areas of work as members of the

Academic Council for two years.

Following are the external members:

- | | |
|------------------------------|----------------|
| 1. Ms. Seema Shekhar | Law |
| 2. Prof. (Dr.) M.K. Jyoti | Educationist |
| 3. Prof. (Dr.) Lokesh Verma | Educationist |
| 4. Principal, G.M.C. Jammu | Medicine |
| 5. Mr. Anil Suri | Industry |
| 6. Mr. Rakesh Gupta | President, CCI |
| 7. Prof. Indira Rathore | Educationist |
| 8. Prof. Veena Rajput | Educationist |
| 9. Principal, G.C.E.T. Jammu | Engineering |

6. It was resolved that Mr. Arun Gupta, Chartered Accountant, should be appointed as an external member of the finance committee for two years, and Prof. Neeraj Kumar of the college should be the another member of the finance committee for two years.

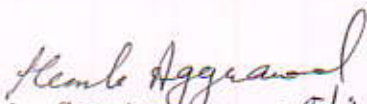
7. The Governing Body was apprised of the correspondence initiated with the government for the transfer policy of teachers.


8. It was resolved that the statutes of the college be adopted and subsequently a sub committee should be constituted by the college to review the statutes of the autonomous college G.C.W. Parade, and the same should be placed for the approval in the next Governing Body meeting

9. Dire necessity of the extension of hostel was discussed and it was resolved that college should acquire additional land in the near by area for the same.

10. The meeting ended with a vote of thanks by the Principal Prof. (Dr.) Hemla Aggrawal.

Submitted for approval to the Chairman of Governing Body.


Member Secretary
Principal 29/1/2015
Prof. (Dr.) Hemla Aggrawal
Gov. College for Women
Principal Parade, JAMMU
G.C.W, Parade


Chairman
(Governing Body, G.C.W, Parade)
Prof. Y.R. Malhotra
Former Vice Chancellor
University of Jammu

Minutes of the 2nd Meeting of Governing Body held on 26th May 2017

2ND meeting of the Governing Body was held on 26th May, 2017, at 3p.m. in the committee room of the Autonomous Government College for Women, Parade Ground, Jammu. The meeting began with an introductory address by Prof. (Dr.) Sonia Khajuria, The Member Secretary. Prof. (Dr.) Anita Sudan (Principal, G.C.W.Parade) delivered a formal welcome address and gave a detailed power point presentation on the progress report of College.

Following members attended the meeting:

Prof.Y.R.Malhotra(Former Vice-chancellor, University of Jammu) – Chairperson	
Dr. Renu Goswami (Director Colleges)	- Member
Prof. Neelam Saraf(University of Jammu)	- Member
Mrs. Seema Jain (UGC Nominee)	- Member
Dr. Vijay Gupta(Former Principal, G.M.C. Jammu)	- Member
Prof. Veena Gupta (Former Principal, G.C.W. Gandhi Nagar)	- Member
Mr.Sanjay Puri(Industrialist)	- Member
Prof. (Dr.) Anita Sudan (Principal, G.C.W.Parade)	- The Member Secretary
Prof.Tabassum Ara(HoD Education, G.C.W.Parade)	- Member
Prof. (Dr.) Geetanjali A. Rana (HoD English, G.C.W.Parade)	- Member

The following Agenda Items were proposed in the meeting for approval of the members:

Item No.1: Submission and approval of the Progress Report of College.

Item No.2(a): Confirmation of Minutes of the first Governing Body meeting.

Item No.2(b): Action Taken Report of the 1st meeting of the Governing Body.

Item No.3: To inform the members about the conferment of "College with Potential for Excellence," status to college by UGC.

Item No.4(a): To inform members about the commencement of Community College Scheme sanctioned by UGC.

Item No.4 (b):To inform the members of Governing Body that by virtue of being the members on the Governing Body of Autonomous College they have been proposed as the Board of Management for the Community College sanctioned by UGC and seek their consent for the same.

Item No.4 (c): To seek approval for appointing visiting faculty for the Community College.

Item No.5: Seeking approval for 10% hike in the Autonomous section fee and Examination fee as per the norms of University of Jammu.

Item No.6: Seeking approval for fresh appointment of CA, subsequent to resignation of the former CA.

Item No.7(a): Seeking approval for fixation of Rs.15000/- per month as honorarium of advisor(outsource) hired for Examination and related work.

Item No.7(b): Seeking approval for fixation of honorarium of the officers working for the conduct of examination, wok related to examination, Project Director for evaluation, and other ministerial staff, as per norms of University of Jammu.

Item No.8: Seeking approval for the adoption of new subjects and certificate courses from the Academic Session 2017-18, duly approved by the Academic Council in its 5th meeting held on 23-5-2017.

Item No.9: To discuss and seek approval for the deduction of 10% TDS from the remuneration of the teachers for examination and related work.

Item No.10: Seeking approval for the Budget which has to be submitted to UGC.

Item No.11: To consider re-evaluation fee refund for the students of college.

Item No.12 (a): To seek approval for the renovation and construction work to be taken up by College as suggested by the Governing Body in its 1st meeting.

Item No.12 (b): To inform the members about the completion of construction of first floor for Library over existing Girls' Common Room building in College.

Item No.13(a): To seek approval for the payment of Rs.50,000/- as a fee to the University of Jammu for inspection of record pertaining to the examinations as directed by the University of Jammu.

Item No.13(b): To discuss the issue related to the degree fee as proposed by the University of Jammu.

- Any other item with the permission of Chair.

Appreciation

The Governing Body placed on record its appreciation of the introduction of NCC and Military Sciences as a new subject in the college.

Decisions Taken

Item No.1: Submission and approval of the Progress Report of College.

Resolution: Approved

Item No.2(a): Confirmation of Minutes of the first Governing Body meeting.

Resolution: Confirmed

Item No.2 (b): Action Taken Report

Resolution: Confirmed

Item No.3: To inform the members about the conferment of "College with Potential for Excellence," status to college by UGC.

Observation: Governing Body congratulated the Principal and staff of College for the same.

Item No.4(a): To inform members about the commencement of Community College Scheme sanctioned by UGC.

Resolution: Informed.

Item No.4 (b): To inform the members of Governing Body that by virtue of being the members on the Governing Body of Autonomous College they have been proposed as the Board of Management for the Community College sanctioned by UGC and seek their consent for the same.

Resolution: Consensus.

Item No.4 (c): To seek approval for appointing visiting faculty for the Community College.

Resolution: Approved.

Item No.5: Seeking approval for 10% hike in the Autonomous section fee and Examination fee as per the norms of University of Jammu.

Resolution: Approved.

Item No.6: Seeking approval for fresh appointment of CA, subsequent to resignation of the former CA.

Resolution: Approved.

Note: Governing Body was of opinion that the new Chartered Accountant of Autonomous College should be asked to furnish his Bio-data.

Item No.7(a): Seeking approval for fixation of Rs.15000/- per month as honorarium of advisor(outsource) hired for Examination and related work.

Resolution: Approved.

Note: Governing Body suggested change of nomenclature of the Advisor to Multitasking Technical Expert. An honorarium of Rs 10000/- per month was fixed for 1st year, followed by Rs 12000/- per month for the 2nd year, and Rs 15000/- per month for the 3rd year, respectively.

Item No.7 (b): Seeking approval for fixation of honorarium of the officers working for the conduct of examination, work related to examination, Project Director for evaluation, and other ministerial staff, as per norms of University of Jammu.

Resolution: Approved.

Note:

- The Governing Body fixed an honorarium of Rs 8000/- per month for the Controller of Examinations for the 1st year, followed by Rs 10000/- per month for the 2nd year and Rs 12000/- per month for the 3rd year, respectively.
- Governing Body was of opinion that the honorarium for examination cell shall be fixed as per the norms of University of Jammu, and the money for this purpose be utilized from the funds obtained from the examination fee collected from the students.
- The Governing Body advised that the evaluation of the answer scripts of semester end examinations should be done by internal and external evaluators. However in such cases where the external evaluators are not available the evaluation should be done by the internal evaluators and the ratio of internal and external evaluators for the evaluation of the answer scripts of semester end examination should be 40:60.
- The Governing Body further advised that in case, after the re-evaluation there is a major difference in marks scored by the students, then the case should be put up in the examination committee, and third evaluator should be appointed for re-evaluation of the same.

- The Governing Body suggested that the answer key for the objective type questions, syllabi and the agenda of the various meetings should be displayed on college website.

Item No.8: Seeking approval for the adoption of new subjects and certificate courses from the Academic Session 2017-18, duly approved by the Academic Council in its 5th meeting held on 23-5-2017.

New Subjects:

NCC and Military Sciences

Geography

Textile Dyeing and Designing

Computer Applications

Certificate Courses:

BCA- Web Designing

COMMERCE- Indian Banking System

Accounting for Business

Entrepreneurship for Small Business

Resolution: Approved.

Note:

- Suggestions were put forward for mandatory internship of 15-20 days in Certificate courses to offer first hand experience to the students and thereby facilitate their placement.

- Prof.Y.R.Malhotra (Chairperson) suggested that an MoU should be signed with some banks, especially J& K Bank for providing internship to the students of Accounts.
- The Governing Body was of view that No Objection Certificate should be obtained from the University before starting any new course in College.
- Mr.Sanjay Puri, an Industrialist; offered his help to arrange the resource persons, guest faculty, and in providing technical assistance for running courses like Bakery and Patisserie, and Food Production. He also offered to help College to establish connections with scientists in the field working in different labs across the country.

Item No.9: To discuss and seek approval for the deduction of 10% TDS from the remuneration of the teachers for examination and related work.

Resolution: Approved.

Item No.10: Seeking approval for the Budget which has to be submitted to UGC.

Resolution: Approved.

Note:

- Governing Body approved the estimate budget for the years 2014-15, 2015-16, 2016-17 for submission to UGC for release of grants. Mrs. Seema Jain, (UGC Nominee) asked the Principal of College to incorporate some changes in the allocation of funds in the budget. She suggested to allocate adequate funds under autonomous budget for Intra-department guest faculty, and external guest faculty respectively. She further suggested that the word "retraining" in budget should be replaced with teacher's training.
- Mrs.Seema Jain, (UGC Nominee) asked the Principal of College to apply to UGC for the Golden Grant.

Item No.11: To consider re-evaluation fee refund for the students of college.

Resolution: Resolved that the re-evaluation fee refund for the students of college should be conditional; only those students shall get re-evaluation fee refund whose marks are increased in re-evaluation.

Item No.12(a): To seek approval for the renovation and construction work to be taken up by College as suggested by the Governing Body in its 1st meeting.

Resolution: Approved.

Note: The Governing Body was of the opinion that College should seek the permission of the Government before undertaking any construction work.

Item No.12(b): To inform the members about the completion of construction of first floor for Library over existing Girls' Common Room building in College.

Resolution: Informed.

Item No.13(a): To seek approval for the payment of Rs.50,000/- as a fee to the University of Jammu for inspection of record pertaining to the examinations as directed by the University of Jammu.

Resolution: Approved.

Item No.13 (b): To discuss the issue related to the degree fee as proposed by the University of Jammu.

Resolution: Resolved that an amount of Rs 50000/- should be paid to the University of Jammu for furnishing degrees to the students of G.C.W.Parade.

Any other item with the permission of Chair:

The Principal informed the Governing Body that College could not conduct 2nd Governing Body meeting in scheduled time as it was going through a transition period, gradually shifting from University to Autonomous status. Moreover, First year was spent on framing other statutory bodies like Academic Council, and Board of Studies.

Suggestions

The following suggestions were put forward by the Governing Body:

- That, the agenda for the meeting should be sent online to all the members.
- That, the syllabi, and other notifications related to the academics should be uploaded on the website and periodically updated.
- That, the statutes of College should be prepared and approved by Governing Body and thereafter may be amended, if needed.
- That, emphasis should be laid on initiating research work in College as it is the need of the hour and the young teachers would be benefitted in enhancing their API score.
- That, College should be renamed as PG College since it is running PG Courses.

Prof.(Dr.) Anita Sudan, the Member Secretary welcomed the suggestions put forward by the Governing Body.

Meeting concluded with a vote of thanks by Prof. Neeraj Kumar, convener IQAC.

Minutes of the meeting are submitted for approval to the Chairman of Governing Body.



Prof. Y.R. Malhotra

Chairman

The Governing Body

G.C.W. Parade Ground

Jammu(J & K)



Prof. (Dr.) Anita Sudan

Member Secretary

The Governing Body

G.C.W. Parade Ground

Jammu(J & K)

**Minutes of the 3rd Meeting of Governing Body of The Autonomous Govt.
College for Women , Parade Ground, Jammu.**

Under the chairpersonship of Prof. M.P.S. Ishar the 3rd meeting of Governing Body of the autonomous Govt. College for Women, Parade Ground, Jammu was held on 3rd March, 2018, at 3:00 P.M. in the chamber of the Principal of college.

Member Secretary, Governing Body GCW, Parade, Prof. (Dr.) Hemla Aggarwal, Principal, GCW, Parade Ground , Jammu, welcomed chairperson and other members of Governing Body. She initiated the proceedings of the meeting with detailed presentation on history and progress of the institution.

Following members were present in the meeting:

1. Prof. (Dr)M.P.S. Ishar, Vice Chancellor, MRSSTU, Bathinda (Chairperson)
2. Prof. (Dr) Satinder Singh, Nodal Principal, GGM Science College, Jammu
3. Prof. (Dr) NeelamSaraf, Former HOD Hindi & Former Dean Academic Affairs, University of Jammu.
4. Prof. (Dr) Seema Jain, UGC Nominee
5. Prof. (Dr) Veena Gupta, Former Principal, GCW, Gandhi Nagar, Jammu.
6. Mr. Ajay Langer, General Secretary, Bari Brahmna, Association, Jammu.
7. Prof. (Dr) Hemla Aggarwal, Principal, GCW, Parade, Jammu, Member Secretary Governing Body, (Autonomous) GCW, Parade Jammu.
8. Prof. TabassumAra, Head, Department of Education, GCW, Parade Jammu.
9. Prof. (Dr) Sonia Khajuria, Department of English, GCW, Parade, Jammu.

Prof. (Dr) Rajinder Singh, Former Principal, Govt. Medical College, Jammu conveyed his unavailability to attend the meeting due to prior engagements.

The following Agenda Items were proposed in the meeting for approval of the members:

- 1 A. Confirmation of the minutes of the 2nd Governing Body Meeting of the Autonomous College i.e., GCW, Parade Ground, Jammu held on May 26th 2017.
- B. Action taken report.

Hemla

[Signature]

2. Information regarding granting admission to 33 students in 3rd Sem (CBCS) 2017-18 session, who have passed their semester 1st examination after declaration of Re-evaluation result which was duly approved in the 6th meeting of the Academic Council held on 24th February 2018 as one time exemption with the suggestion of doing away with re-evaluation in the phased manner by adopting the mechanism – (Annexure)
3. Confirmation to begin with Ph.D Programme in (CRME) in Home Science already approved in the 6th meeting of the Academic Council as per UGC norms with the remarks that the permanent Faculty member involved in this process should not be transferred – (Annexure)
4. Confirmation to introduction of PG Programme in Zoology, English & MCA with intake capacity of 10 seats in each Discipline as duly approved in the 6th Academic Council Meeting – (Annexure).
5. To seek approval to start Statistics, Hospitality Management, Tourism as elective courses & BBA as degree course at Under Graduate Level in phased manner as approved by the Academic Council. NCC/ Military Science which could not take off due to any admissions be revived.
6. Tentative list of ten members out of which 04 members are to be chosen for Academic Council representing the different areas including Industry, Commerce & Management, Law, Medicine and Engineering. The list of members is as under:

Prof. Lokesh Verma

Prof. Rahul Gupta

Prof. M.K. Jyoti

Prof. Indira Rathore



Principal GCET, Jammu

Principal GMC, Jammu.

President, Chamber of Commerce, Jammu.

Mr. AnnilSuri, Industrialist.

Mrs. Monika Kohli, Advocate.

Mrs. SeemaShekhar, Advocate.

7. Formation of new Finance Committee with one Chartered Accountant to be nominated by the Governing Body.
8. To seek approval for the Budget pertaining to Financial year 2018-19, for onward submission of the same to UGC for sanction of Autonomous College grant.
9. To confirm the introduction of two vocational courses syllabus for Diploma Courses viz Junior Web Developer and Accounts Executive Accounts receivable & payable under RUSA as already approved in the 6th Academic Council Meeting.
10. To Confirm the shift of Certificate Courses in Fashion Designing & Tailoring under the Community College to one year Diploma Course under the same , the Syllabi of which has already been approved and confirmed in the Academic Council – (Annexure).
11. To confirm the action taken for Examination Reforms.
12. Inspection of Examination section by University of Jammu for award of Degree - report awaited.
13. To approve 10% annual hike in examination fees.

Handwritten signature

Handwritten signature

14. Requirement of Vehicle for the College Examination purposes.
15. Requirement of dedicated Heavy Duty Xerox Machine for secrecy and confidential works.
16. Transfer policy of Teachers.
17. Infrastructure Development
 - a. Proposed projects submitted to the Deptt. of Higher Education consisting of the following projects:
 - i. Multi storied Building with Parking.
 - ii. Construction of pre-fabricated structures.
 - iii. Conversion of Old Hostel into Class-rooms.
 - iv. Construction of two additional floors over existing Arts & Music Block.
 - b. Project under implementation:
 - i. Face lifting of College.
 - ii. Construction of Water Tank to over-come drinking water scarcity.
 - iii. Repair & Renovation of Wash-rooms.
 - b. Any other item with the permission of Chair.

Henry

AM

Decision Taken 3rd Meeting of Governing Body

Item No. 1- (Annexure)

Resolution No.1

- (a) Confirmed and placed on record.
- (b) Approved and Placed on record.

Item No. 2 – (Annexure)

Resolution No. 2

- (a) Confirmed and placed on record.
- (b) Approved and placed on record. Chairperson suggested that there is no need for Re-evaluation when the evaluated answer scripts are shown to the examinee before tabulation of data and it was suggested to develop this alternative, and phase out the system of re-evaluation. Prof. (Dr.) Seema Jain, UGC Nominee, advised to take the signatures of the students when the papers are shown to them.

Item No. 3- (Annexure)

Resolution No. 3

- (a) Confirmed and placed on record. The college should run the Ph.D programme according to the UGC guidelines. The Chairperson advised that college should form the research center in the respective area(s) and inform to the University to seek approval.

Item No. 4- (Annexure)

Resolution No. 4

- (b) Confirmed and placed on record. The Chairperson and Nominee advised member secretary to increase intake capacity of PG seats from 10 to 20 in science & MCA whereas it should be raised up to 60 in English.

Item No. 5–(Annexure)

Resolution No. 5

- (a) Confirmed and placed on record, however, confirmation for BBA course was kept reserved.



Item No. 6 – (Annexure)
Resolution No. 6

Confirmed and placed on record.

1. Prof. (Dr) M.K. Jyoti, Former Head, Department of Zoology JU.
 2. Prof. Sameeru, Principal, GCET
 3. Mrs. SeemaShekhar, Advocate
 4. Mr. Rakesh Gupta, President Chamber of Commerce & Industries.
- Were nominated as member of Academic Council.

Item No. 7 – (Annexure)
Resolution No. 7

Confirmed and placed on record. Chairperson advised that appointment of the Chartered Accountant should be made through advertisement after deciding minimum requisite credentials for the CA to be hired.

Item No. 8 – (Annexure)
Resolution No. 8

Confirmed and placed on record. Chairperson added that it is a must for the institution to develop facilities for confidential works.

Item No. 9 – (Annexure)
Resolution No. 9

Confirmed, The Chairperson appreciated the initiative taken by the administration of college to introduce two vocational courses.

Item No. 10 – (Annexure)
Resolution No. 10

Confirmed and placed on record.

Item No. 11 – (Annexure)
Resolution No. 11

Confirmed and placed on record. Chairperson suggested that college must develop in-house facilities.

Item No. 12 – (Annexure)
Resolution No. 12

Informed and Placed on record.



Item No. 13 – (Annexure)
Resolution No. 13

Approved and placed on record.

Item No. 14 – (Annexure)
Resolution No. 14

Confirmed and placed on record. Chairperson advised that the purchase of vehicle must be justified.

Item No. 15 – (Annexure)
Resolution No. 15

Confirmed and placed on record.

Item No. 16 – (Annexure)
Resolution No. 16

It was decided that the request be made to Higher Education Department not to allow transfer in such cases which are of priority nature and whose transfer is likely to hamper the running of P.G. Courses or other academic programs.

Item No. 17 – (Annexure)
Resolution No. 17

Confirmed and placed on record. Dr. Seema Jain suggested that smart class room facility should be made available to each teaching department.

DISCUSSIONS & SUGGESTIONS:

Item No. 2

- Chairperson suggested administration to develop their own software and evaluation mechanism so that the confidential data remains confined with them.
- Prof. Ishar suggested to show the answer scripts to the students which shall lead to abolishing the re-evaluation process.
- Dr. Seema Jain advised to take signatures of each student on the answer scripts.
- Prof. Ishar suggested that in case the of university inspection fee for awarding degree the college administration should follow the new UGC guidelines.



Item No. 3

- Chairperson suggested to get the research centre recognized by University of Jammu.
- Prof. Ishar advised to ensure that the faculty involved in supervising research students pursuing Ph. D degree should be actively involved in research.
- Dr. Seema Jain stressed that the entrance test should be conducted, as per UGC guidelines, to short list the candidates.

Item No. 4

- Chairperson and UGC nominee both insisted on to increase the intake capacity of PG students from 10 to 20 for MCA and Zoology whereas the intake capacity can be raised from 10 to 60 in MA English.
- Prof. Ishar said 10 seats can be kept as open and remaining under reservation for PG Zoology and MCA, however 30 seats in open and rest under reservation can be kept for PG English.

Item No. 5

- Chairperson, Prof. Ishar, Prof. Seema Jain, UGC Nominee, Prof. Veena Gupta & Prof. Neelam Saraf stressed upon other programmes like BTC & B.ED in place of BBA as they are more lucrative.
- Prof. Ishar said that for running BBA college would face shortage of faculty; to run programme with the help of Academic arrangements which will not be advisable. For starting any new teaching program its market potential must be assessed.

Item No. 6

- Chairperson and member secretary nominated 4 members for Academic Council representing the different areas: a. Prof. M.K. Jyoti b. Prof. Sameeru, c. Mrs. Seema Shekhar, d. Mr. Rakesh Gupta.

Item No. 7

- Chairperson advised that appointment of Chartered Accountant through advertisement.

Item No. 9

- Chairperson appreciated college administration for the initiative taken to introduce two vocational courses and advised to start more shortduration

Hemby

[Signature]

certificate courses which are lucrative and help the youth to seek employment.

SUGGESTIONS:


- Chairperson suggested that college should have provision for outside stairway connecting reading room of library, so that the boarders can utilize the facility of reading room even after the college is closed.
- Chairperson suggested that the data of publications by faculty should be available for the ready reference.

Member Secretary welcomed the suggestions put forward by the Governing Body.

Minutes of the 3rd meeting of the Governing Body are submitted for approval to the Chairperson of the Governing Body of the College.



**Chairperson
Governing Body
GCW, Parade, Jammu**



**Member Secretary
Governing Body
GCW, Parade, Jammu**