

GOVERNMENT FIRST GRADE COLLEGE, SHIKARIPURA
Internal Quality Assurance Cell

IQAC Academic Calendar 2015-16

I TERM	
Schedules	Particulars of Activity
1 st Week	<ul style="list-style-type: none"> • IQAC Committee formation. • Preparation of formats for departments and committees. obtaining action plans of various
2 nd Week	<ul style="list-style-type: none"> • IQAC faculty meeting to constitute complete IQAC Committee ie., selection of student, alumni, industrialist and CDC representatives.
3 rd Week	<ul style="list-style-type: none"> • Collection of Action Plans of departments and committees. • Formation of committee to monitor the action plan implementation.
4 th Week	<p>Meeting to constitute IQAC sub committees for consolidation of information of :</p> <ul style="list-style-type: none"> • Previous year result. • Students' admission details. • To obtain feedback from stake holders and students. • Distribution and generation of funds for IQAC activities. • Listing the students' grievances and demands obtained through IQAC students representatives and class representatives. • Listing of programs to be organized by the IQAC. • Listing the demands from the student representatives of IQAC committee. <p>Preparation of IAQC action plan for the implementation of the chalked out program for the academic year.</p>
Month end (working days)	<ul style="list-style-type: none"> • Scrutiny of activities of the implemented by the departments and committees as per their action plans prepared by the IQAC senior faculty. • Monthly Report preparation for speeding up of the activities.
End of 1 st term	<ul style="list-style-type: none"> • Consolidation of the information obtained by various subcommittees and , report preparation and documentation. • Half yearly meeting to discuss the progress and finding the solutions/remedies for effective implementation.
II TERM	
Month end (working days)	<ul style="list-style-type: none"> • Scrutiny of activities of the implemented by the departments and committees as per their action plans prepared by the IQAC senior faculty. • Monthly Report preparation.
Last month of 2 nd term	<ul style="list-style-type: none"> • Consolidation of the information about the activities of various departments, committees, office., scholarships, grants received, ICT facilities, infrastructure facilities etc., • Feedback from students about teachers and facilities of college. • Submission of IQAC report to Principal for further action. • Preparation of AQAR of the college.

