

A meeting of the IQAC was held in Principal's office on 2nd Dec, 2016 at 1 p.m.

Following members were present :

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|-----------------------|---------------------------|
| 1. Dr. Man Mohan Kaur | <u>Dr. Man Mohan Kaur</u> |
| 2. Dr. P.K. Mehta | <u>Dr. P.K. Mehta</u> |
| 3. Dr. Nita Dhirra | <u>Dr. Nita Dhirra</u> |
| 4. Dr. Gita Lakhanpal | <u>Gita</u> |

1. Teacher Feedback should be conducted in Feb, 2017.
2. It is suggested that the possibility of out-sourcing result analysis should be probed.
3.

Result Analysis	- D.S. Sharma
Feedback	- P.K. Mehta
Process & Procedures	- Nita
I.T	- Rajiv Mehta
4. It was decided that more members will be co-opted in IQAC.
5. Peer Team, of NAAC, report was deliberated upon.

Dr. Man Mohan Kaur
02/12/16

Gita

A meeting of the IQAC was held in Principal's Office on 17th Jan 2017 at 12.15 p.m.

Following members participated in the deliberations:

1. Dr. Manmohan Kaur M.K.
2. Dr. P. K. Mehla P.K.
3. Mr. G. K. Arora G.K.
4. Dr. Abhishek Sharma Abh.
5. Dr. Bhagwant Kaur Bhagwant
6. Dr. Ashish Thomas Thomas
7. Dr. Jita Lakhanpal Jita
8. Dr. Meena Singh Meena
9. Ms. Meera Meera
10. Dr. D. S. Sharma D.S.
11. Dr. Rajiv Mukherjee Rajiv
12. BRYAN ANTHONY Bryan

1. Faculty Development Prog:

- i) Investing in Stockmarket (Include Evaluation)
Resource Person Dr. Vinod Kumar
Responsibility Mr. G. K. Arora (By Feb'17)
- ii) For Non Teaching staff
Including Digital Payment
Communication
Documentation & Record Management
Responsibility Ms. Meera by early March'17)

2. A A A R : Each Criterion has been assigned →

- 2 ↓
1. Curricular Aspects - Ashish Thomas
 2. Teaching, Learning & Evaluation - Bhagwant Koush
 3. Research, Consultancy & Extension -
 4. Infrastructure & Learning Resources -
 5. Student Support & Progression - P. K. Mehta
 6. Governance, Leadership & Management - Meena
 7. Innovation & Best Practices - Abhishek Mehta
- Details of Institution - Ashish Thomas
IAAC Composition & Activities - Gita

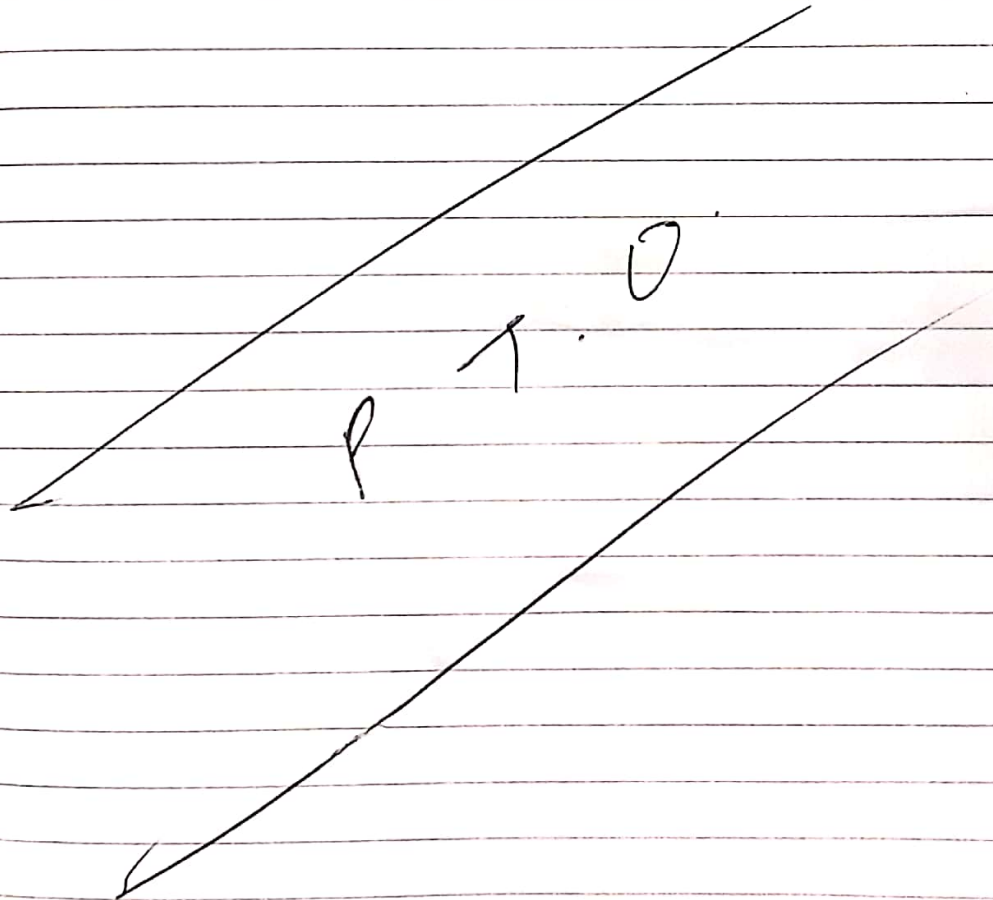
3. It was decided that:
1. IAAC room should have a laptop & printer - To be purchased.
 2. An appointment should be made for Technical assistance
 3. Analysis of result by third party.
 4. ICT software should be adopted.
- Rajiv Mittal → It was also informed that college has received Rs 1.5 Lakh as IAAC grant-in-aid from UGC.

9/10/17
17/10/17

Gita

A meeting of IQAC was held in IQAC room on 9.3.2017 at 12.45 pm. Following teachers participated in the discussions:

- | | |
|------------------------|----------------------|
| 1. Dr. Man Mohan Kaur. | <u>Man Mohan</u> |
| 2. Dr. Bhagwant Kaur | <u>Bhagwant</u> |
| 3. Dr. Abhishek Sharma | <u>Abhishek</u> |
| 4. Dr. Rajiv Mishra | <u>Rajiv</u> |
| 5. Dr. Gita Lakhmpal | <u>Gita</u> |
| 6. Ms. Meera | <u>Meera</u> |
| 7. Ms. Akshita | <u>Akshita Bajaj</u> |
| 8. G. K. ARORA | <u>G. K. Arora</u> |
| 9. D. S. SHARMA | <u>D. S. Sharma</u> |



IQAC PROPOSAL FOR 2017-2018 SESSION

INITIATIVES

1. All activities should have community interaction as one of the goal.
2. Skill enhancement courses should be introduced.
3. Work towards Green and Academic audit.
4. Faculty should make available model answers for the test and assignment questions to students.
5. Result Analysis.
6. Performance appraisal by each Department at the end of academic year viz. seminars, lectures, other activities, research papers and other publications by Faculty; to what extent have we outperformed the last year.
7. Proactive role by the Research Committee in monitoring and initiating research in college.

SEMINARS

1. Policy and Future of Higher Education
2. Departmental Seminars
3. College Seminar

FDPs

1. Administrative Staff
2. Departmental FDPs

FEEDBACK

1. Students on Faculty
2. Management on College functioning

PROCESSES & PROCEDURES

Jeta

H. Manu
09/03/17

1. Inputs from outgoing convenor to new convenor regarding the unaccomplished goals and suggestions for improvisation.
2. Similar exercise during transfer of responsibility from one convenor to another in case of societies; pending tasks, where did we lag and how these gaps can be plugged.
3. Convenors of Societies/Departments Faculty members to give a report of all academic courses/seminars/ training they have participated in within one week of its conclusion to the AO.
4. Administration to spell out the process and time frame of the various activities engaged in with students such as I card/ exam forms/ exercising subject options.
5. Streamline availability of information.

DESIRED INTERACTION /EMPHASIS

Alumni
Industry
Other Higher Education Institutions
Entrepreneurship/Placement
Major/Minor Research Projects
Innovative teaching techniques
Student support and progression

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