

Minutes of the IOAC Meeting: February 7, 2023

The IQAC Meeting was held on Tuesday, February 7, 2023 at 2 PM at Principal's Board Room.
The following members were present:

1. Prof. Manoj Kumar Khanna (Principal and IQAC Chairperson)
2. Prof. Hament Kumar Rajor (IQAC Coordinator)
3. Mr. Kuldeep Bhardwaj (External Member and Alumnus)
4. Dr. Mausumi Bose (Member)
5. Dr. Monika Saxena (Member)
6. Prof. Hardeep Kaur (Member)
7. Ms. Nidhi Dhingra (Member)
8. Dr. Taruna Joshi - Special Invitee
9. Dr. Dilbag Singh - Special Invitee
10. Dr. Abha Kathuria - Special Invitee

Agenda 1: Confirmation of the minutes of the meeting held on July 21, 2022.

The minutes of the meeting held on July 21, 2022 were read out and confirmed.

Agenda 2: Matters arising out of the minutes

There was no matter arising out of the minutes.

Agenda 3: Action Taken Report (ATR):

ATR with respect to the matter reported in the IQAC meeting held on July 21, 2022, was discussed, under the following agenda:

1. Agenda 3 - Action taken report (ATR)

- a. Point No. 2 - Appointment of Counselor in the college.
It was reported to the house that the counselor has been appointed and the counseling sessions for both students and staff have been initiated.
- b. Point No. 4b - Three members have been inducted in the Feedback Redressal Committee: Dr. Apoorva Gupta, Dr. Sujoy, Dr. Jhansi Rangu.
The house was informed that all the three members of the Feedback Redressal Committee have left the college, and the committee stands dissolved.
- c. Point No. 7 - Purchase of original software's / laptops / computers / printers / Xerox machines / scanners.
The house was informed that the college purchased new software's / laptops / computers / printers / Xerox machines / scanners.

2. Agenda 4: Progress report of NAAC related work and further plan of action in this regard

- a. Point No. 1 - The approval for the construction of road, parking, and boundary wall has been taken from the Governing Body, after getting the budget estimate of the same by the CPWD. College is in the process of placing the order to the concerned department. The IQAC Chairman Prof. Manoj K. Khanna apprised the house that the committee formed by the Governing Body met with CPWD officials to finalize a MOU for the construction of road, parking, and boundary wall in the college. Certain issues were raised from CPWD side which needs to be resolved. In case the issues remain unresolved, the college will start working on its own and complete the work either through alumni help or some other source.
- b. Point No. 2 & 3 - Data required from teachers (related to NAAC for the years 2017-2022) have been collected from them. Discrepancies observed in few forms are being addressed. IQAC has received departmental SSR, and will be collated soon at the college level, after incorporating necessary changes by the departments. It was informed that data pertaining to NAAC have been collated. During the process some discrepancies have been observed, which needs to be rectified.
- c. Point 4 - By August end, IQAC will be in a position to go for a trial with Team Paramarsh and experts from other colleges for their feedback. Once approved, the college will file IIQA and SSR for NAAC. The members were informed that due to the discrepancies arising in the collated data and other college related issues, the college could not file IIQA and SSR for NAAC by the expected time.

3. *Agenda 5: Any other Matter*

- a. Point 2 - The College is celebrating its Annual Prize Distribution Function on July 30. The members were briefed that the Annual Prize Distribution Function was celebrated by the college with great zeal and pride on July 30, 2022. The Speaker of Lok Sabha Shri Om Birla was the Chief Guest for the event, while Prof. Yogesh Singh (Vice Chancellor, Delhi University), Mr. Devesh Aggarwal (Chairperson, Governing body) and other university officials and alumni graced the event with their valuable presence.

- b. Point 3 - Dr. Harsh Malhotra Research Centre and the Office of Alumni Association will be inaugurated on the APDF.

It was informed in the meeting that the College's Research Centre and Office of Alumni Association both were inaugurated by Shri OM Birla on the day of Annual Prize Distribution.

- c. Point 4 - Prof. Bakshi stressed on emphasizing technology integrated learning environment in the college and to adopt learners' centric approach. He motivated the team to get good grades in NAAC. It was briefed that the college has begun working to create facilities to promote technology integrated learning environment in the college.

Agenda 4: Progress Report on NAAC work since July 21, 2022 and further plan of action in this regard

The following updates pertaining to NAAC related work were informed:

- a. Data based on different criteria is being compiled and the proofs for the same has been collated and arranged following the guidelines laid down in the SOP of NAAC. However, during the process certain discrepancies have been observed, efforts are in place to rectify the same at the earliest.
- b. Criteria wise presentations have been initiated to check for short falls/ deviation if any from the NAAC SOP.
- c. The college is most likely to apply for IIQA and submit SSR in the month of March 2023, once approved by Team Paramarsh and experts from other colleges.
- d. In the meantime, other preparation at college level is in full swing, which includes:
- i. College has purchased two interactive boards and installed at different locations with a view to enable ICT technology.
 - ii. Few laptops/ desktops with latest configuration have been purchased.
 - iii. Orders are being placed to purchase projectors along with screens.
 - iv. CCTV cameras are being purchased to strengthen safety and security of the college campus.
 - v. Signage's to be placed at different sites/ locations in the college are being finalized.
 - vi. College is working swiftly to improve library infrastructure on priority basis.
 - vii. College is working 24x7 to upgrade the overall infrastructure of the college.
 - viii. College is reusing and recycling the waste which had already been generated in its premises.
 - ix. Beautification committee has been constituted to improve aesthetic enhancement of the college campus.
 - x. Purchase Committee related to purchase of items, specifically pertaining to NAAC has been constituted.
- e. It was decided AQAR for the year 2022-23 has to be filled by all the departments.

Agenda 5: Nomination of IQAC Members

The house was informed that few of the IQAC members also serving as Criteria conveners have completed their tenure of two years viz. Dr. Mausami Bose, Dr. Monika Saxena, Prof. Hardeep Kaur, Prof. Sunil Kumar. Thus, arose the need for new people to be inducted in the NAAC team. Names of the following faculty were proposed and passed by the IQAC:

1. Dr. Samar Pal – Department of Zoology
2. Dr. Amrita Bakshi - Department of Zoology
3. Dr. Amita Sethi – Department of Mathematics
4. Dr. Pradeep Kumar – Department of History
5. Dr. Tarun Kumar – Department of Physics
6. Dr. Tanuj Dhawan – Department of Physics

Further it was decided the previous conveners will serve as co-conveners as they know the in and out of the criteria's served by them for the last two years. It was also decided that due to permanent appointments, constitution of different departments have changed. Some people have left the college and some have joined the college. Thus, additional members would be provided to each criteria team to expedite the process and fill the lacuna, wherever it exists.

An 'IQAC Co-ordinating Team' was constituted. The following are the members of the team:

1. Dr. Alok Kumar - Department of Zoology
2. Dr. Ashish Garg – Department of Mathematics
3. Dr. Devi Lal - Department of Zoology
4. Dr. Uma Shankar Pandey - Department of History
5. Dr. Pawan - Department of Physics
6. Dr. Rakesh - Department of Physics
7. Dr. Radhey Shyam – Department of Physics
8. Dr. Abha Kathuria – Department of Chemistry

The team would serve as a bridge between IQAC Convener and Criteria conveners and would help the Criteria conveners to complete the work within the stipulated time by facilitating smooth access to data, streamlining the process of collation and compilation and overcoming the shortcomings faced by them. The team will have meetings with criteria conveners on regular basis to expedite the work.

Agenda 6: Any other Matter

It was decided that all the IQAC members (Internal and External) will be taken for a physical visit in the college premises to access the improvements already done and required in College infrastructure with respect to NAAC. It was also suggested by Mr. Kuldeep Bhardawaj that all the Alumni of Ramjas College have to initiate work in this direction as their role in college development is extremely important.

The meeting ended with the thanks to the chair.

Prof. Hament K. Rajor
Co-ordinator, IQAC, Ramjas College

रामजस कॉलेज
दिल्ली विश्वविद्यालय
यूनिवर्सिटी एन्क्लेव, दिल्ली - 110007
दूरभाष: 27667706, फैक्स : 27667447
ई-मेल: principal@ramjas.du.ac.in
वेबसाइट : www.ramjas.du.ac.in



RAMJAS COLLEGE
UNIVERSITY OF DELHI
UNIVERSITY ENCLAVE, DELHI - 110007
Phone : 27667706, Fax : 27667447
E-Mail : principal@ramjas.du.ac.in
Website : www.ramjas.du.ac.in

7 February 2023

**Following are the members of Internal Quality Assurance Cell (IQAC) Committee
2022-24:**

1. Prof. Manoj Kumar Khanna- IQAC Chairperson
2. Prof. Hament Kumar Rajor- IQAC Coordinator
3. Mr. Kuldeep Bhardwaj- External Member
4. Prof. A.K. Bakshi- External Member
5. Dr. Vikas Verma – Department of History
6. Dr. Nidhi Arora Dhingra- Department of Mathematics
7. Dr. Samar Pal – Department of Zoology
8. Dr. Amrita Bakshi - Department of Zoology
9. Dr. Amita – Department of Mathematics
10. Dr. Pradeep Kumar – Department of History
11. Dr. Tarun Kumar – Department of Physics
12. Dr. Tanuj Dhawan – Department of Physics


Principal