

DRAFT MINUTES OF THE MEETING

The IQAC Meeting was held on **April 9, 2024 (Tuesday) at 3.30 pm** in Principal's Board Room.

The following members were present:

1. Prof. Hardeep Kaur (Chairperson)
2. Prof. Hament Kumar Rajor (Coordinator)
3. Prof. A. K. Bakshi (Member)
4. Mr. Kuldeep Bhardwaj (Member)
5. Dr. Vikas Kumar Verma (Member)
6. Dr. Tarun Rawat (Member)
7. Dr. Amrita Bakshi (Member)
8. Dr. Samarpal Singh (Member)
9. Dr. Amita Sethi (Member)
10. Dr. Pradeep Kumar (Member)
11. Prof. Taruna Joshi - Special Invitee
12. Dr. Abha Kathuria - Special Invitee

Agenda 1: Confirmation of the minutes of the meeting held on May 04, 2023.

The minutes of the meeting held on May 04, 2023 were read out and confirmed.

Agenda 2: Matters arising out of the minutes.

Governing body be requested to allow Library to utilize funds allocated for Development of Library in the year 2024-25.

Agenda 3: Action Taken Report (ATR).

ATR with respect to the matter reported in the IQAC meeting held on May 04, 2023, was taken.

The following matter were reported under **Agenda item 4, 5 and 6** respectively:

- i. 20 projectors along with screens have been installed at appropriate places in the college premises.
- ii. CCTV cameras have been installed to improve safety and security in the college campus.
- iii. The work pertaining to construction of roads, parking structures/space, etc. has already been completed while in few places the work is on the verge of completion.

Agenda 4 (4th May 2023):

- i. All teaching staff has been informed and encouraged to publish research papers regularly in quality journals and those indexed in the UGC-CARE List as per the UGC notification dated 16 September 2019.
- ii. Many teaching and non-teaching staff members have attended/ participated in Skill Enhancement Courses/FDPs etc., financial support was provided to them by the College.

- iii. College has considered the period from 2018-19 to 2022-23 (5 Years) for the first cycle of NAAC.

Agenda 5 (4th May 2023): Governing body has approved the request made by the IQAC to allocate funds as under:

- i. For Beautification - Rs. 5 lacs
- ii. For Signages – Rs. 10 lacs
- iii. Provision of fee waiver scheme (Tuition Fee) to UG students (Girls/SC/ST/OBC/EWS/without parents - Rs. 5 lacs.
- iv. For Alumni Meet – 5 lacs
- v. Rs. 1 lac for teaching staff and Rs. 20 thousand for non-teaching staff respectively to provide financial aid to them for participating in FDPs, refresher courses, orientation programmes, workshops, etc.
- vi. Research fellowships with monthly stipends of Rs. 1,000/- (Rs. 12,000/- per year) to each student conducting research in Harsh Malhotra Research Lab of the college should be started initially for 17 students. In this regard Rs. 2,04,000/- has been allocated.
- vii. For IQAC – Rs. 2 lacs
- viii. Funds were allocated for various staff council committees which do not have their own fund as per the last year allocation with hike of 10-20 %.
- ix. Rs. 15 lacs have been allocated for the development of library.
- x. Many of the MoUs/collaborations with other institutions were done by the college.

Agenda 6(4th May 2023):

- i. Mock Visit was held to check the preparedness of the SSR document and the following members were invited viz. Prof. Vibha Chauhan (Former Principal KMC), Dr. Aditya Saxena (IQAC Coordinator, Deshbandhu College, DU), and Dr. Nisha Vashishta (IQAC Coordinator, Miranda House, DU)

Agenda 4: To report the submission IIQA, SSR, and DVV.

Members were apprised about the submission of IIQA, SSR, and DVV. It was also informed that the NAAC Peer team visit will be held on 2-3 May 2024.

Agenda 5: To Appoint IQAC members.

The following were appointed as:

Student Representatives

- i. Ms. Kanishka Beri – BA (Hons.) History – VI Sem
- ii. Mr. Himanshu – BA (Hons.) Political Science – IV Sem

Administration Representatives

- i. Dr. Dilbag Singh – AO (Administrative Officer)
- ii. Prof. Taruna Joshi - Librarian

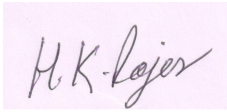
Agenda 6: Alumni Meet.

It was reported that college has successfully organized an alumni meet in which more than 500 Alumni participated.

Agenda 7: Preparation for NAAC Peer Team Visit and Mock drill.

- College preparations in respect of NAAC peer team visit were discussed extensively and external members gave their valuable feedback in the regard.
- Date for mock visit would be fixed in the third week of April 2024.

The meeting ended with the thanks to the chair.

A handwritten signature in black ink on a light pink rectangular background. The signature reads "H.K. Rajor" in a cursive script.

Prof. Hament K. Rajor
IQAC Co-ordinator