

SESSION
2015-2016
Incharge - Dr. Preeti Sanghera

<u>NAME</u>	<u>ROLE PLAYED IN IBAC</u>	<u>SIGNATURE</u>
6. Dr. Poonam Shull	member	<i>[Signature]</i>
7. Mrs. Poonam Bhatti	member	<i>[Signature]</i>
8. Mr. Vijay Yadav	member	
9. Mrs. Savitri Sharma	Educationist	
10. Sh. K.K. Ahuja	Admini. officer	
11. Rao Rambir Singh	(Management's member)	
12. Ch. Mahavir Singh	(Management's member)	
13. Dr. Mahipal	Doctor	
14. Dr. Preeti Sangwan	(Co-ordinator)	

MEETING

The very first meeting of IQAC for the session 2015-16, was held on 10th Aug. 2015 in Principal's office.

AGENDA OF THE MEETING

The meeting was called to discuss the following issues: —

- * Planning regarding preparation of time-table for first year of B.Ed course.
- * Planning related to academic activities.
- * Planning related to cultural & sports activities.
- * Planning regarding organization of orientation programme for B.Ed. course.
- * Planning regarding preparation of academic calendar for the session 2015-16
- * Planning related to library requirements
- * Planning regarding maintenance & repair work.

NOTICE OF IQAC MEETING

All the respected members of Internal Quality Assurance Cell are hereby informed that the very first meeting of IQAC for the session 2015-16, will be held on 10th Aug 2015.

VENUE OF THE MEETING — Principal's office

TIME — 11.00 A.M

[Signature]
 (Dr. Preeti Sangh)
 Co-ordinator
 (IQAC)

MEMBERS OF IQAC

<u>NAME</u>	<u>ROLE PLAYED IN IQAC</u>	<u>SIGNATURE</u>
Major Ashok Yadav ji	Patron	<i>[Signature]</i>
Dr. Vandana Chaudhri	Chairperson	<i>[Signature]</i>
Dr. K. Rao	MEMBER	<i>[Signature]</i>
Sh. H.P.S. Yadav	MEMBER	<i>[Signature]</i>
Dr. Yuddhister	MEMBER	<i>[Signature]</i>

MEETING

The very first meeting of ZQAC for the session 2015-16, was held on 10th Aug. 2015 in Principal's office.

AGENDA OF THE MEETING

The meeting was called to discuss the following issues: —

- * Planning regarding preparation of time-table for first year of B.Ed. Course.
- * Planning related to academic activities.
- * Planning related to cultural & sports activities.
- * Planning regarding organization of orientation programme for B.Ed. course.
- * Planning regarding preparation of academic calendar for the session 2015-16.
- * Planning related to library requirements.
- * Planning regarding maintenance & repair work.

MINUTES OF THE MEETING

The following decisions were taken in the meeting!

* B.S.D. first year syllabus provided by M.S.U. Rohtak in tentative form, was discussed along with nomenclature & credits. Then tentative framework of time-table was prepared by incharge Dr. K. Rao & discussed with the present members.

* Academic activities were discussed by convenor of Academic Committee, Dr. K. Rao month wise. These academic activities included regularity of classes, workshops, development of new instructional material & examination schedule.

* Dr. Poonam Shull, convenor of Cultural Committee was directed by the chair for planning the cultural activities to be conducted month wise. These activities included the celebrations of important days & events, organizations of various competitions like inter-college & intra-college meet etc.

Dr. Yudhister Bernal, convenor of Sports meet suggested to organize it in the end of January or in the starting of Feb. 2016.

* Regarding organization of orientation prog. for B.S.D. First Year students, it was decided that powerpoint presentation will be prepared by Dr. Preeti Sangwan & Dr. Sonam Bansal & also be presented by the two.

* Dr. Preeti Sangwan, incharge of Academic Calender prepared the calender displaying the activities month wise & shown it to the members, in tentative form. She also suggested for preparing desktop calender from this session. For preparing academic calender in final form, month wise academic activities list & list of cultural activities are required & this was conveyed in the meeting.

* Sh. K.K. Ahuja, Librarian proposed his require-ments regarding library. According to the proposal new almirahs & books related to new B.S.D. syllabus are required.

* It was decided in the meeting related to maintenance & repair work that flooring is needed in library & staff room, due to NCTE norms, new rooms are required in the institution. Dr. Yudhister suggested that washrooms should be constructed on the roof of existing toilets, one seminar room is required, ventilator facility is required for language lab.

Dr. Preeti
Co-ordinator
IQPAC

NOTICE OF IQAC MEETING

All the members of Internal Quality Assurance Cell are hereby informed that second meeting of this cell for the session 2015-16, will be held on 31st March 2016.

VENUE OF THE MEETING → Principal's office

Time → 1:45 PM.

[Signature]
28/03/16

Dr. Preeti Sangwan
(Co-ordinator)
IQAC

MEMBERS OF IQAC

NAME

ROLE PLAYED
IN IQAC

SIGNATURE

1. Major Ashok Yadav

Patron

2. Dr. Vandana Gaudhi

Chairperson

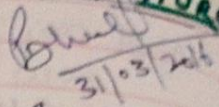
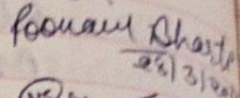
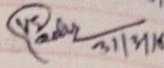
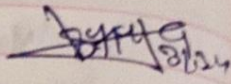
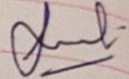
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31-3-16

3. Sh. H.P.S. Yadav

Member *[Signature]*

4. Dr. Yudhister

Member

<u>NAME</u>	<u>ROLE PLAYED IN IQAC</u>	<u>SIGNATURE</u>
5. Dr. Poonam Shull	member	 31/03/2024
6. Mrs. Poonam Bharti	member	 31/03/2024
7. Mr. Vijay Yadav	member	 31/3/24
8. Mrs. Saurita Sharma	educationist	
9. Sh. K. K. Ahuja	Admini. officer	
10. Rao Rambir Singh	management's member	
11. Ch. Mahavir Singh	management's member	
12. Dr. Mahipal	Doctor	
13. Dr. Preeti Bangwan	Co-ordinator	

MEETING

The Second meeting of IQAC for the session 2015-16 was held on 31st March 2016 in Principal's office.

AGENDA OF THE MEETING

Agenda of this meeting was to discuss the following issues: —

- * Execution of Planned Academic activities
- * Feedback related to orientation Programme.
- * Feedback related to cpts held cultural activities & 19th Athletic meet.
- * Execution of the planned library requirements.
- * Requirement of CCTV cameras for the institution.
- * Requirement of API Proformas duly filled by faculty members for the session 2014-15.

MEMBERS PRESENTED IN THE MEETINGSignatureName

1. Major Ashok Yadav
2. Dr. Vandana Gandhi
3. Sh. H.P.S. Yadav
4. Dr. Yudhistee
5. Dr. Poonam Shull
6. Mrs. Poonam Bharti
7. Sh. K.K. Ahuja
8. Mr. Vijay Yadav
9. Mrs. Savitri Sharma
10. Rao Rambir Singh
11. Ch. Mahavir Singh
12. Dr. Mahipal
13. Dr. Preeti Sangwan

Gandhi

Y

Poonam Bharti

~~Y~~

Preeti Sangwan

MINUTES OF THE MEETING

Regarding concerned agenda, following decisions were taken in the meeting:-

* Most of the academic activities which were planned in the first meeting of IQAC executed properly as first term exam, covering of syllabus by regular classes & organisation of orientation as well as other required seminars & programmes. It was suggested in meeting regarding Examination that examination committee should have consisted at least two members & papers should be set up in both Hindi as well as English language.

* Orientation programme organised for B.S.D. students in the starting of this session was good & can be more better in coming sessions by active participation of all faculty members.

* Feedback of all the faculty members was invited related to organisation of different cultural as well as sports activities. All of the members appreciated the efforts along with chairs regarding holding these activities. 19th Athletic meet was more systematic than last athletic meet.

* Suggestions were taken for library requirements. Faculty members demanded that more qualitative books should be purchased & regarding teaching subjects more new edition of books are required. It was also suggested that first sample copies should be given to concerned teachers/educators for content reading, only after that order for more copies should be given.

* Suggestions were taken by the Chair regarding setting up of CCTV cameras in the college campus. As coordinator of IQAC, suggestions were given that CCTV cameras are must for Principal office, as safety point of view for Lady Principal, reading room, corridors, Garden Area, Girls' Common room & Girls' hostel. As per SHC norms, CCTV cameras are essential for Co-educational institutes, was furtherly stated in the meeting.

* As per notification of SHC regarding functioning of IQAC, it is mentioned that IQAC will do record keeping of the documents related to CAS (Career Advance scheme). It was decided in the meeting that API programmes will be kept as a record by IQAC of all those

faculty members who wish to be considered for promotion for senior grade, selection grade & other higher grades. It was suggestion of IQAC co-ordinator that API Proformas should be filled by interested faculty members for promotion under CAS for the session 2014-15 & they have to submit it by 20th April 2016.

Dr. Preeti Sangwan
2/4/16

Dr. Preeti Sangwan
(Co-ordinator)
IQAC

Sen
Aradhna
02.04.16