
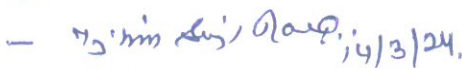



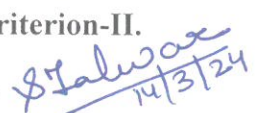





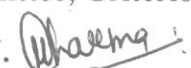








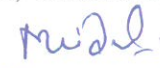



SHIVAJI COLLEGE
(UNIVERSITY OF DELHI)
INTERNAL QUALITY ASSURANCE CELL

A meeting of the Internal Quality Assurance Cell (IQAC) was held on March 14, 2024 at 1:00 pm in the committee room.

Following members attended the meeting:

1. Prof. Virender Bharadwaj: Chairman IQAC. 
2. Prof. Tejbir Singh Rana: Coordinator IQAC. — 75 min, 14/3/24, 
3. Dr. Suman Kharbanda: Co-Coordinator IQAC. 
4. Prof. Surbhi Madan: Core Committee: Criterion-I. 
5. Dr. Jayita Thakur: Criterion Head-I. 
6. Dr. Kiran Bamel: Core Committee; Criterion-II.
7. Dr. Seema Talwar: Criterion Head-II. 
8. Dr. Pawan: Criterion Head-II. 
9. Dr. Renu Baweja: Core Committee; Criterion-III. 
10. Dr. Sunita Singh: Criterion Head-III. 
11. Dr. Deepika Yadav: Criterion Head-III. 
12. Dr. Jeetendra Aggarwal: Core Committee; Criterion-IV. 
13. Dr. Jyoti Sharma: Criterion Head-IV. 
14. Dr. Smita Tripathi: Criterion Head-IV. 
15. Dr. Shivani Gupta: Core Committee; Criterion-V. 
16. Dr. Sumeet Raheja: Criterion Head-V. 
17. Ms. Bhumika Bhavnani: Criterion Head-V. 
18. Ms. Preeti Desodiya: Core Committee; Criterion-VI. 
19. Dr. Ritu Madaan: Criterion Head-VI. 
20. Dr. Shvetambri: Criterion Head-VI. 
21. Dr. Prabuddh Kumar Mishra: Core Committee; Criterion-VII. 
22. Prof. Mridula Budhiraja: Criterion Head-VII. 
23. Ms. Nishtha Srivastava: Criterion Head-VII. 

Agenda of the meeting:

1. Challenges and limitations in collecting and compiling the database for AQAR.
2. Suggestions to improve the academic quality in the college.

Minutes of the Meeting:

Agenda I

Each subcommittee had identified the weaknesses and challenges of their respective criterion on the basis of which some action points were suggested as below:

1. **Criterion I**
 - a. The number of Add on Courses in the college should be increased in comparison to previous years.
 - b. Feedback of stakeholders to be synchronized so that consolidated data can be analysed.for a complet
 - c. Record of underperforming/slow learner students should be based on uniform criteria for identifying slow learners across departments
 - d. Insufficient record of student progression has been a challenge and members were told to think of mechanism to increase the same.
 - e. Need to obtain a greater number of research projects/internship/and also institute-industry MoU's.
2. **Criterion II**
 - a. A uniform format of moderation of IA with UPC and name of the teacher should be aimed at in future
 - b. Although it is much prevalent to compile and organise data as per the NAAC templates in the College, it should be propagated further among new appointees in the College during their induction program. The New faculty should also be trained for using SPACE during the induction.
 - c. Student master-file must indicate the university enrollment number.
3. **Criterion III**
 - a. It was suggested to aim for collaborative research projects with institutes of eminence.
 - b. Faculty should be encouraged to register as research guides
 - c. It was suggested that every department should be encouraged to organize FDP/workshop/seminar on research methodology, IPR and entrepreneurship at least once in a year.
 - d. All committees must record the achievements/awards /scholarships/internships /community outreach/projects of all the students.
4. **Criterion IV:**
 - a. For application of ICT all the projectors in the class room must be functional and the same should be checked regularly. Geotagged photos of sports events be collected.

b. Library footfall needs to be streamlined.

- a. **Criterion V** Scholarships and financial support to students from within and outside the College need to be streamlined
- b. Capacity building and skill enhancement initiative through seminars on soft skills, life skills, ICT, computing skills and language & communication skills be ensured by each Department.
- c. Record of career counselling and guidance be prepared by each committee with feedback.
- d. Alumni engagement must be strengthened.
- e. Insufficient data of awards, rewards and medals in sports and cultural activities at university and national level as all were not recorded. Committee conveners to be more proactive in this regard.

5. **Criterion VI:**

- a. Faculty empowerment strategies need to be strengthened.
- b. Institutional development plan to be prepared.

6. **Criterion VII** identified the following weaknesses and challenges as follows:

- a. Green audit of the institute to be conducted.
- b. Inclusivity needs to be strengthened through student participation and sensitization.
- c. Each department must identify their best practices and distinctiveness.
- d. All the committees and events must compile their reports with geotagged photographs.

1. **Agenda II**All the issues raised by the concerned members of IQAC core committee were addressed individually with practical feasibility.
2. The chairman of IQAC took serious note of lapses identified by the members. It was ensured that similar issues will not be faced in future

Meeting ended with vote of thanks to chair.

Tejvir Singh Rana
14/3/24

Prof. Tejvir Singh Rana
IQAC Coordinator

Prof. Virender Bhardwaj
Principal & Chairman IQAC