

MINUTES OF MEETING

A meeting of Core IQAC team was held with the Principal, Dr. Shiv Kumar Sandew and members of Criteria 2 in the committee room on 21st December, 2020 at 11:30 a.m. Some members also joined the meeting online via Zoom Platform.

The following suggestions were given on reviewing Criteria 2:

- Minor corrections were made to the summary of the Criteria, where it was suggested to rewrite without any gaps in between lines and ^{make} a seamless description.
- All supporting document links were to be added just immediately post the response of the question in all key indicators.
- For indicator 2.2.1, it was suggested to include names of all the students involved in the innovation projects of 2015-16 as a supporting document, along with their class & roll numbers.
- A better collage of pictures is to be used as the documental proof of star College Activities highlighting student participation.
- Certain parts in indicator 2.3 need to be rewritten and multiple links to be added as proofs. In 2.3.2 all numbers of college hardware being used must be matched with Criteria 4. It was suggested to add proofs of bill of Zoom Application purchase and photographs of projectors being used in various rooms of the college.
- The number of full time teachers must be rechecked and maintained uniformly in the document.

- It was suggested to 'password protect' the data file of teachers [Indicator 2.4].
- For indicator 2.5, the internal assessment links need to be added and Ms. Afroz is to be contacted for the same.
- For the indicator 2.6, the entire qualitative response needs to be rewritten as per the suggestions made by the committee. For this, the SSR manual pages 171-175 need to be referred.
- Course outcomes can be listed under the headings of Science, Commerce & Humanities.
- Departmental orientations held at the beginning of each session need to be stressed upon in indicator 2.6.1. It was suggested to add counselling done by faculty members on a day to day basis.
- Links to be added to indicator 2.6 are: for academic audit and website link to annual report.
- The total number of final year students in placement data table need to ^{be} checked with Dr. Jitender Aggarwal.
- Result of academic year (last: 2019-20) needs to be added [2.6.3 Indicator]
- For the indicator 2.7 - Student Satisfaction survey it was decided to confirm from NAAC authorities about inclusion / exclusion of the current 1st year students (enrolled in 2020-21 batch).

The following members attended the meeting:

ONLINE:

Dr. Shiv Kumar Sahdev (OFFLINE) ✓
Ms. Anshu Chopra
Ms. Juman Kharbanda
Ms. Preeti Sharma

Dr. Gitabani Deisangrem

Dr. Mishra Yadav

Ms. Neeti Goel

Ms. Anubha

OFFLINE:

Dr. Rashmi Wardhan Rashmi

Dr. Aparna Jain Aparna

Dr. Preeti Tewari Preeti

Dr. Aashna Nigam Aashna Nigam
21/12/2020

Dr. Anulita Jha Anulita
21.12.2020

Dr. Richa Arora RA

Dr. Shilpa Jain Shilpa
21/12/2020

Ms. Shubeta Shubeta

Ms. Harmanpreet Harmanpreet

Dr. Jitendra Aggarwal Jitendra

Dr. Sumita Singh Sumita