

Minutes of Meeting
Teachers-in-charge
Feedback Mechanism

A meeting of the IQAC CORE and the Teachers-in-charge was held on **August 03, 2022, at 12 PM** in the committee room to discuss the process of feedback collection from students for 2021-2022.

It was communicated to all the teachers-in-charge that students should be made to fill in the students' feedback form during the class to ensure maximum response from students. Same exercise needs to be conducted once the Second Year students once they re-join college. TiCs were also requested to collect students' progression data (with proof) from those who graduated in 2021 and 2022.

TiCs were also asked to communicate with the existing students to make their parents also fill out the Parents' Feedback Form for 2021-2022. This is an exercise that needs to be conducted every year.

Members present were:

- Dr Aparna Jain, IQAC Convener *Aparna Jain*
Dr Leisangthem Gitarani Devi, IQAC CORE *Gitarani Devi*
Dr Nimita Kant, IQAC CORE *Nimita Kant*
Dr Vijay Kumar, Botany *Vijay Kumar*
Dr Manish Sachdeva, Zoology *Manish Sachdeva*
Dr Neena Khanna, Chemistry *Neena Khanna*
Dr Rabinarayan, Commerce *Rabinarayan Samantara*
Mr Rakesh Yadav, Computer Science *Rakesh Yadav*
Mr Sumeet Singh Raheja, Economics *Sumeet Singh Raheja*
Dr Virat Jolly, Environmental Science *Prof Pratima Rani Sardar*
Dr Vikas ~~Singh~~, Hindi Dept *Vikas*
Ms Nishtha Srivastava, History *Nishtha Srivastava*
Ms Deepti, Mathematics *Deepti*
Dr Ravi, Political Science *Ravi*
Dr Rajneesh, Sanskrit *Rajneesh*
Dr Sunita Gupta, Zoology (Life Science) *Sunita Gupta*
Dr. Preeti Tewari
Dr. A.K. Shukla
Ms Gunjan Kumari
Dr. Rajinder Singh