

## **MINUTES OF MEETING-NAAC IQAR 22-23**

**Online , 11 am, 2<sup>nd</sup> October 2023**

**<https://meet.google.com/mdg-dmsj-rko>**

**Agenda:** Review of AQAR 22-23

Members present: Dr Sushma Goel, Dr Deepali Rastogi, Dr Aparna Agarwal, Dr Sunaina Batra, Dr Ruchi Gaur, Dr Mayanka Gupta, Dr Chetna, Dr Meenal Jain, Dr Neha Bakshi, Dr Dimple Rangila

1. IIQA form was glanced into. Aparna Agarwal will download the form, it will be filled and Kusum, CRC will upload it.
2. Criteria 1; Dr Dimple reported the status of uploading the information under this.
3. Criteria 2: Dr Aparna reported that UG results have not come. Himanshu will be asked about the result on 3<sup>rd</sup> Oct.
4. Criteria 3: Dr Sunaina Batra reported about the data collected so far. All data and documents in 3.1.1, uploading needs to be done. Madhuri Nigam added to 3.1.2. 3.1.3 same as 3.1.1. Write up is ready. After review by director, it will be uploaded. Research publications, recvd lot of data but many faculty have not given data. All publications to be uploaded on college website and links and screen shots to be uploaded under additional information. Data regarding all activities for various departments collected along with proofs. 2 more MOUs signed this year. All MOUs to be included. Data on internship is being crosschecked from criteria number 1. Proofs of internship need to be given.
5. Criteria 4: Dr Mayanka Gupta reported, 4.1.1 is uploaded. Dr Siddhu needs to check it. 4.1.3 data need signature from Dr Siddhu. 4.1.4, audited statements to be given by Dipesh. 4.2 data on library all completed by Swati Raman, will be uploaded. 4.3 section has to be given to some other faculty as Vaishali is no longer there. 4.4 data to be given by Dipesh. Toilets examination committee has to be made under NAAC group. Neha Bakshi to send SOPs for Canteen committee. Need to have monitoring committees different from the actual committee.

6. Criteria 5: Ruchi Gaur has been added as the report writer. Data on scholarships has been compiled. Capacity building and skill enhancing data has been compiled. Counselling related to entrance exam needs to be included as activity by every department. Student progression data compiled. Minimum salary needs to be moderated. Student participation data to be given by Vinoy. Data on alumni has been collected.
7. Criteria 6: Dr Chetna along with Dr Neha will upload the data. 6.1 data will be given by Dr Sabina Sethi. 6.2 data is complete. 6.3, Dr Goel will give the writeup of contribution of IQAC. 6.5, Internship reports to be uploaded by each department. Website committee members to work on it
8. Criteria 7: Webinar by Dr Rajput to be added. Almost all data compiled. Actions to be taken points from all audits to be taken. Plan of action for next year to be taken from audit reports.
9. Dr Sushma Goel reported that during hindi pakhwara, suggestion came that Rajbhasha audit should be done from an external person. To have a session with the concerned person to understand the audit procedure.
10. Each criteria report writers to submit a report to IQAC convener on lacunas and weaknesses that need to be addressed. This would help to plan better for the next academic year.

The meeting came to an end with thank you note to all the attendees and convenor IQAC.