

**Minutes of Meeting**  
**IQAC and Promotions and Screening Committee**  
**25-2-25, 12.40 pm**

**Agenda: Promotions of newly recruited Faculty**

**Members Present**

1. Prof Archna Kumar (Officiating Director)
2. Prof Mani Bhasin (Edu)
3. Prof Simmi Bhagat (FAS)
4. Prof Pulkit Mathur (FNFT)
5. Prof Aparna Khanna (DCE)
6. Prof Puja Gupta (RMDA)
7. Prof Deepali Rastogi (Convenor IQAC-NAAC)

1. As per the conversation with various DUTA members, it has been clarified that for the first promotion from level 10 to level 11, previous 4 years of the service of faculty working as ADHOC or temporary will be counted. It is advised to count the first 4 years of the service.
2. The requirement of Orientation/refresher course should be fulfilled within one year of becoming permanent.
3. All applications (hard copy of Cover letter, PBAS, APARs and Proofs) should be submitted to the Director by individual faculty members which will then be marked to AO and Convenor IQAC.
4. All Faculty members to inform the Convenor IQAC when they submit the application for promotion to the Director.
5. The applicants will submit a summary of their application. The format for the same will be given to them.
6. It was suggested to request Ms. Abha Dev and Dr Bhagi to come to college to clarify doubts regarding promotions.
7. Dr Pulkit Mathur asked to find out about the DUTA member who is in charge of our college.

8. Later she informed the **NDTF member, MR Ankit Agarwal** from PGDAV college is in charge of Lady Irwin College.
9. Certain clarifications were sought by the screening committee members which are as follows:
  - a. If a faculty was a full-time contractual teacher in a college before joining LIC, will his/her service be counted and at what pay?
  - b. Can an Orientation or Refresher course done prior to becoming permanent but during the 4 years of previous service be considered for promotions?
  - c. Will the date of eligibility be based on the date of completing the Orientation/refresher course if done after one year of becoming permanent?

*Dr. Ankit Agarwal*