

Minutes of IQAC Meetings (2020-21)

1. Date : 08.07.2021

Venue: Sabha Kaksha

Agenda

1. All Departments to fill Academic pro forma.
2. All filing to be done on the basis of submitted SSR, so hard copy of SSR to be printed and filed.
3. A meeting will be convened with heads of departments from NAAC perspective.
4. Covid protocols to be strictly observed in the college.
5. Readiness for Hybrid mode of teaching in case of lockdown.
6. Programs to be organized under Best Practices.

Action Taken

1. All departments filled academic proforma.
2. SSR was printed and filing done accordingly.
3. All heads of departments were told about NAAC preparations and submission of AQAR.
4. Sanitizer was distributed to all departments.
5. All departments fully prepared for hybrid mode of teaching.

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2. Date : 13.11.2021

Venue : Sabha Kaksha

Agenda

1. Evaluation of preparation for NAAC.
2. Motivating all faculty members to apply for minor/major projects.
3. Consultation about Grants for Research / Development / Seminar from UGC.
4. Proposing names of IQAC Co-ordinator & NAAC Co-ordinator.
5. Consulting with faculty members regarding CAS.

Action Taken

1. All faculty members were motivated to apply for research grants / seminars / major or minor projects from UGC.
2. Name of NAAC Co-ordinator & IQAC Co-ordinator were proposed.
3. All faculty members due for CAS consulted and advised.

Kam Mehta

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3. Date : 08.12.2021

Venue : Sabha Kaksha

Agenda

1. Interacting with faculty members due for promotion under CAS.
2. Informing faculty members due for CAS about UGC – regulations 2018 for promotion.
3. Distributing CAS proforma to all members due for promotion.
4. Arranging research books in the Research Section subject-wise.
5. Motivating students to fill Student Satisfaction Survey on college website.

Action Taken

1. All faculty members due for promotion were given CAS pro forma and all instruction were given to them.
2. Research books were arranged subject-wise in the research section.
3. All students were motivated to fill the SSS on the college website.

Arjun Malhotra

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