

MINUTES OF IQAC COMMITTEE MEETING ON 10TH JANUARY 2023

Members Present

1. Prof. Anupa Siddhu (IQAC, Chairperson)
2. Prof. Sushma Goel (IQAC Coordinator)
3. Prof. Deepali Rastogi (IQAC, Co-Coordinator)
4. Prof. Neena Bhatia (IQAC, Member)
5. Prof. Sabina Sethi (IQAC, Member)
6. Dr. Swati Raman (IQAC, Sub-committee Member)
7. Dr. Dipesh Agarwal (IQAC, Sub-committee Member)
8. Mr. Rajneesh Dwivedi (IQAC, Sub-committee Member)
9. Dr. Neha Bakshi (IQAC, Sub-committee Member)

Agenda

Follow-up meeting for final round of criteria 4 & 6 AQAR form 2022-2023

Minutes of the Meeting

Following aspects were discussed as part of the AQAR form-

- College canteen needs to be improved with respect to hygiene, variety of food including healthy items, timings of the canteen as per college timings.
- Washroom cleanliness and monitoring to ensure hygiene, vending of sanitary napkins, incineration of sanitary napkins, cleaning dustbins, maintenance of taps and water leakage and hand-wash facility.
- Classrooms should be maintained better on concurrent basis by regular cleaning of walls (cobwebs), furniture, blackboard, provision of chalk and duster, operational LCD projector, switches, fans and lights.
- Support staff for college maintenance must be monitored by the outsource agency and reported on a routine basis.

The meeting concluded with the vote of thanks.



Prof. Anupa Siddhu

Director, Lady Irwin College
University of Delhi



Prof. Sushma Goel

Conveners IQAC, Lady Irwin College
University of Delhi



Prof. Deepali Rastogi

MINUTES OF IQAC COMMITTEE MEETING ON 31st JANUARY 2023

Members Present

1. Prof. Anupa Siddhu (IQAC, Chairperson)
2. Prof. Sushma Goel (IQAC Coordinator)
3. Prof. Deepali Rastogi (IQAC, Co-Coordinator)
4. Prof. Ritu Mathur (IQAC, Member)
5. Prof. Pulkit Mathur (IQAC, Member)
6. Dr. Lalita Verma (IQAC, Sub-committee Member)
7. Dr. Aparna Agarwal (IQAC, Sub-committee Member)
8. Dr. Swati Sharma (IQAC, Sub-committee Member)
9. Dr. Kanika Agarwal (IQAC, Sub-committee Member)
10. Dr. Shweta Suman (IQAC, Sub-committee Member)

Agenda

Follow-up meeting for final round of criteria 2, AQAR form 2020-2021

Minutes of the Meeting

Following aspects were discussed and verified in the AQAR form-

- Proofs for all publications needed
- Timeline / Documentation of events as per proofs
- Mentor-ship to be conducted with assisting students in their grievances
- Focus on course outcomes and programme outcomes to be seen for all courses
- Attainment of students to be seen with reference to PO's and CO's
- Additional short courses will add value to the curriculum, so more value addition courses should be conducted

The meeting concluded with the vote of thanks.



Prof. Anupa Siddhu
Director, Lady Irwin College
University of Delhi



Prof. Sushma Goel
Conveners IQAC, Lady Irwin College
University of Delhi



Prof. Deepali Rastogi

MINUTES OF IQAC COMMITTEE MEETING ON 01st FEBRUARY 2023

Members Present

1. Prof. Anupa Siddhu (IQAC, Chairperson)
2. Prof. Sushma Goel (IQAC Coordinator)
3. Prof. Deepali Rastogi (IQAC, Co-Coordinator)
4. Dr. Prachi Shukla (IQAC, Sub-committee Member)
5. Dr. Shweta Singh (IQAC, Sub-committee Member)
6. Dr. Vaishali Gupta (IQAC, Sub-committee Member)
7. Dr. Swati Raman (IQAC, Sub-committee Member)
8. Dr. Dipesh Agarwal (IQAC, Sub-committee Member)
9. Dr. Rajneesh Dwivedi (IQAC, Sub-committee Member)
10. Dr. Sunaina Dua (IQAC, Sub-committee Member)
11. Dr. Priyanka Varshney (IQAC, Sub-committee Member)
12. Dr. Anu Taneja (IQAC, Sub-committee Member)
13. Dr. Parul Kohli (IQAC, Sub-committee Member)
14. Dr. Arushi Srivastav (IQAC, Sub-committee Member)
15. Dr. Parul Kohli (IQAC, Sub-committee Member)

Agenda

Follow-up meeting for final round of criteria 3 & 4, AQAR form 2020-2021

Minutes of the Meeting

Following aspects were discussed and verified in the AQAR form-

- Proofs for all publications is mandatory in the absence of college annual report of 2022-23 which will be published in March 2024
- Timeline / Documentation of all events also their proofs
- Inclusion of publications in non-UGC journal along with journals in the Indian citation lists, Scopus, pub-med and peer-reviewed journals
- Cross-checking of proofs of workshops - funds received and utilized, participants and certificates, etc.
- Innovation activities conducted by college should be included in the form
- Initiatives for PwD students in infrastructure, academics, examinations, remedial coaching, etc.

The meeting concluded with the vote of thanks.



Prof. Anupa Siddhu
Director, Lady Irwin College
University of Delhi



Prof. Sushma Goel
Conveners IQAC, Lady Irwin College
University of Delhi



Prof. Deepali Rastogi

MINUTES OF IQAC COMMITTEE MEETING ON 2nd FEBRUARY 2023

Members Present

1. Prof. Anupa Siddhu (IQAC, Chairperson)
2. Prof. Sushma Goel (IQAC Coordinator)
3. Prof. T.G. Rupa (IQAC, Member)
4. Dr. Sheetal Chopra (IQAC, Member)
5. Dr. Maneesha Goel (IQAC, Sub-committee Member)
6. Prof. Neena Bhatia (IQAC, Sub-committee Member)
7. Dr. Nancy Raina (IQAC, Sub-committee Member)
8. Dr. Santosh Bahadur Singh (IQAC, Sub-committee Member)

Agenda

Follow-up meeting for final round of criteria 5 & 6, AQAR form 2020-2021

Minutes of the Meeting

Following aspects were discussed and verified in the AQAR form-

- Inform students about Government scholarships so that large numbers could benefit.
- All EWS students should be given financial support so that college fees could be paid by them
- Academic and administrative audit should be completed at the earliest
- Gender audit should be completed and members felt many aspects of gender audit are covered via college curriculum
- Tracking of students' going in for higher education or placement after college has to be systemized and students' data to be obtained recurrently
- Tracking data of students preparing for competitive exams, conducting counseling sessions for them and tracking after selection

The meeting concluded with the vote of thanks.



Prof. Anupa Siddhu
Director, Lady Irwin College
University of Delhi



Prof. Sushma Goel
Conveners IQAC, Lady Irwin College
University of Delhi



Prof. Deepali Rastogi

MINUTES OF IQAC COMMITTEE MEETING ON 01st MAY 2023

Members Present

1. Prof. Anupa Siddhu (IQAC, Chairperson)
2. Prof. Sushma Goel (IQAC Coordinator)
3. Prof. Archana Kumar (IQAC, Member)
4. Prof. Ritu Mathur (IQAC, Member)
5. Prof. Prof. Pulkit Mathur (IQAC, Member)
6. Dr. Pooja Raizada (IQAC, Member)
7. Dr. Swati Kwatra (IQAC, Sub-committee Member)
8. Dr. Dimple Rangeela (IQAC, Sub-committee Member)
9. Dr. Aparna Aggarwal (IQAC, Sub-committee Member)
10. Dr. Sunaina Batra Dua (IQAC, Sub-committee Member)
11. Dr. Shweta Anand (IQAC, Sub-committee Member)
12. Dr. Shweta Suman (IQAC, Sub-committee Member)

Agenda

Follow-up meeting for final round of criteria 1, 3 & 5 AQAR form 2022-2023

Minutes of the Meeting

Following aspects were discussed and verified in the AQAR form-

- Teachers' Diaries were to continue to showcase teaching transaction plan and also the coordination subject-wise.
- Mentoring reports had to be compiled and shared with college faculty
- Prepare activities and trainings to empower slow learners. Follow their progress post trainings / value addition programs. Evaluate their attainment for further plan of action. Reporting of counseling sessions for slow learners.
- Value addition courses for more than 40 hours should be organized for students, faculty and non-teaching staff.

- Practices of faculty and students towards innovation culture and sharing knowledge for empowerment of communities to be compiled for NAAC form.
- ICT enabled tools developed and adopted such as Poshan Mah, Flip Your Soch, Facebook pages of each department, YouTube Channels of college to be included.
- Report of mentor workshop and also messages of mentees to be included in the report.
- Attainment of program outcomes and course outcomes to be assessed.
- Ethics course for Ph.D. students: Syllabus includes training in ethics and ethical practices adopted and enforced via Institutional Ethics Committee (IEC) in research.
- Academic calendar of college to be integrated with university calendar.
- Innovation and extension concept to be integrated in all activities of the department

The meeting concluded with the vote of thanks.



Prof. Anupa Siddhu

Director, Lady Irwin College
University of Delhi



Prof. Sushma Goel

Conveners IQAC, Lady Irwin College
University of Delhi



Prof. Deepali Rastogi

IQAC COMMITTEE
LADY IRWIN COLLEGE, UNIVERSITY OF DELHI
MINUTES OF THE MEETING ON 3rd MAY 2023

Members Present

1. Dr. Anupa Siddhu (IQAC, Chairperson)
2. Dr. Sushma Goel (IQAC Coordinator)
3. Dr. Pulkit Mathur (IQAC, Member)
4. Dr. Renu Malaviya (IQAC, Member)
5. Ar. Anju Kakkar (IQAC, Member)
6. Dr. Sunaina Batra Dua (IQAC, Member)
7. Ms. Manisha Goel (IQAC, Member)
8. Dr. Aparna Aggarwal (IQAC, Sub-committee Member)
9. Dr. Mayanka Gupta (IQAC, Sub-committee Member)
10. Priyanka Pawar (IQAC, Sub-committee Member)

Agenda

Follow-up meeting for final round of criteria 2,4,6, AQAR form 2022-2023

Minutes of the Meeting

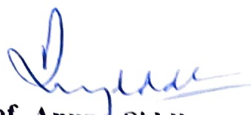
Following aspects were discussed and verified in the AQAR form-

- Recent geo-tagged pictures
- Documentation of proofs as per events
- Check all spaces (classrooms & Laboratories) as they are used and names of spaces as listed in office documents sent to UGC
- Cross-checking of proofs of workshops - funds received and utilized, participants and certificates, etc.
- Innovation activities conducted by college to be included in the form
- EPR information to be updated from accounts office
- Get academic & administrative as well as gender audit conducted
- Obtain certificate from cluster for website audit conducted earlier
- Include Rajbhasha Implementation audit details and to be executed by an external agency at the earliest. Also organize a session on Rajbhasha Audit.

Actions to be taken

1. Rajbhasha Implementation audit session
2. Rajbhasha Implementation audit by an external agency at the earliest

The meeting concluded with the vote of thanks.



Prof. Anupa Siddhu
Director, Lady Irwin College
University of Delhi



Prof. Sushma Goel
Convener IQAC, Lady Irwin College
University of Delhi



Prof. Deepali Rastogi

IQAC MEETING

8.5.23


Agenda: Review of Criteria 5 and 7 of AQAR report for the year 2021-22

Members Present:

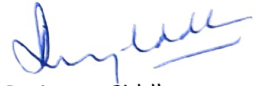
Sheetal Chopra
Ruchi Kaushik
S B Singh
T G Rupa
Nancy Raina
Manpreet Chahal
Ashima Anand
Meenakshi Mittal
Meenal Jain
Mitali Yadav
Sakshi Wadhwa
Geetika Sharma
Shefali Chopra
Deepali Rastogi
Sushma Goel

List of members present is attached.

The members of the above criteria had meeting with the Convener and co-convener IQAC in Vice Principal's room. The progress and problems in collating data in the two criteria were discussed. It was decided to take certificates of any VAC or online MOOC courses done by the students for evidence. Scholarship contribution to be shown under different relevant heads and get audited statement for the same.


Prof Sushma Goel
Convener
IQAC


Prof Deepali Rastogi
Co-Convener
IQAC


Dr Anupa Siddhu
Director
Lady Irwin College

IQAC MEETING

12.5.23

Agenda: Preview of Criteria 5, 6 and 7 of AQAR report for the year 2021-22 before uploading

Members Present:

Sheetal Chopra
Ruchi Kaushik
S B Singh
T G Rupa
Nancy Raina
Manpreet Chahal
Ashima Anand
Sabina Sethi
Manisha Goel
Neha Bakshi
Vishakha Sharma
Anjali Sherawat
Anjana Kumari
Poonam Singh
Bindoo
Puja Gupta
Meenakshi Mittal
Meenal Jain
Mitali Yadav
Sakshi Wadhwa
Geetika Sharma
Shefali Chopra
Deepali Rastogi
Sushma Goel
Dr Anupa Siddhu

List of members present is attached.

The members of the above criteria had meeting with the Convener and co-convener IQAC in Directors Office. The data and proofs uploaded in the three criteria were reviewed. Suggestions in each criteria were as follows:

CRITERIA 5:

- A TAB under NAAC to be created for uploading all skill development activities done in college.
- The complete list of scholarships and awards to be updated on website.
- Notices and forms for scholarship to be uploaded on website
- Separate Tab for list of students getting institutional and govt scholarships and awards for a particular year.
- SOPs to be made by website committee for uploading data on website.
- All department research work and publications to be uploaded regularly on college website.

- Student progression to higher study to be taken from Migration register.


CRITERIA 6:

- Vision and Mission statements were reviewed.
- The entire documents were reviewed and necessary changes were suggested by the Director.


CRITERIA 7:

- Green audit, water audit, energy audit etc, new initiatives to be shown in Orientation Program.
- Teaching and nonteaching staff to be acquainted with green initiatives in the college.
- Every month dedicated to a state and displaying culture and craft of that state.
- Best practices in college were discussed, some being, task force in RMDA department and annual lectures of each department.

Meeting came to an end with thanks to the chair.


Prof Sushma Goel
Convener
IQAC


Prof Deepali Rastogi
Co-Convener
IQAC


Dr Anupa Siddhu
Director
Lady Irwin College

IQAC
Lady Irwin College
Minutes of Meeting 19-05-23

Total Members Present: 28

1. Prof Piyush Pahade
2. Prof Anupa Siddhu
3. Prof Sushma Goel
4. Prof Deepali Rastogi
5. Dr Aparna Agarwal
6. Dr. Sunaina Dua
7. Dr Madhuri Nigam
8. Dr Swati Raman
9. Dr SB Singh
10. Dr Dipesh
11. Dr Sheetal Chopra
12. Dr TG Rupa
13. Dr Memthoi
14. Dr Swati Jain
15. Dr Kanika Agarwal
16. Dr Dimple Rangila
17. Dr Meenal Jain
18. Dr Vaishali Gupta
19. Ms Mitali Yadav
20. Ms Chetna
21. Ms Parul Kohli
22. Ms Ashima Agarwal
23. Ms Anju Kakkar
24. Ms Sakshi Wadhwa
25. Ms Pooja Srivastava
26. Mr. Rajneesh Dwivedi
27. Ms. Nancy Raina
28. Ms Anjana Kumari

AGENDA:

- Academic & Administrative Audit Reporting
- Feedback from Prof Pahade on the same.

Minutes:

- The prepared Report of Audit was shared with Prof Peeyush Pahade and his feedback was taken. Key points emerging from his inputs are as follows:
 - Under section 2 of audit objectives, point of documentation has to be added.
 - Website audit to be added in list of audits conducted.
 - ISO certification can be kept on hold and done when SSR is submitted for college.
 - SSR to be submitted before September 2023 so that the NAAC accreditation received in 2018 can continue.
 - All committees to prepare SOPs. SOPs to be prepared by at least 4-5 members of the committee.
 - SOPs can focus on the questions: What is the purpose of the committee? What functions does it perform? When do they do it? What processes are followed? Who does what processes? Etc
 - After SOPs are received from the committees, IQAC can refine the same.
 - With respect to academic calendars, opening and closing dates should be given as per the norms of DU academic calendar.
 - The academic calendars of the departments must be preceded by the University calendar.
 - For the datesheet also, the College Date Sheet must be preceded by the University of Delhi Date Sheet .
 - With respect to the minutes of the meeting, each Department must have an Action Taken Report (ATR) in the starting, in continuation with the previous meeting's minutes. TIC to authenticate all the MoMs. All members must mark the attendance with signatures for each department meeting.
 - Director can authenticate one of the MoMs for each department at least once a year (Preferably opening and closing session meetings).
 - Notices of Department meetings must be there along with minutes.
 - There is no need to type the MoM already written and maintained in the dept register.
 - Leave record has to be taken as a scanned document from the Service Book of each faculty member. Each department can do the same for 1 faculty member of their respective department.
 - In the students list, the full name of the students must be there along with their University enrollment number.
 - Lesson Plans to have the name of teachers on the top and signature of teachers coordinating the paper at the bottom along with the authentication by the TIC.
 - Class transaction report (CTR) in pandemic times should also have a screenshot as an email sent by a faculty member to the respective TIC.



IQAC-AQAR Meeting
Minutes of Meeting held on 4th August, 2023
Venue: Director's Office

Members Present:

- Prof. Anupa Siddhu (Director)
- Prof. Sushma Goel (Vice Principal & IQAC Convenor)
- Prof. Deepali Rastogi (IQAC Co-Convenor)
- Prof. Ritu Mathur
- Prof. Pulkit Mathur
- Prof. Sabina Sethi
- Dr. Pooja Raizada
- Dr. T.G. Rupa
- Dr. Aparna Aggarwal
- Dr. Sunaina Dua
- Dr. Meenal Jain
- Dr. Dimple Rangila
- Ms. Manisha Goyal
- Ms. Chetna Arora
- Dr. Ruchi Kaushik
- Dr. Swati Raman
- Dr. Shweta Anand

Apologies received from Prof. Renu Malviya, Prof. Simmi Bhagat, Prof Preeti Joshi and Arch. Anju Kakkar

Agenda:

- Preparation and update on AQAR report
- Requirement of AQAR data for SSR report
- AQAR review meetings

Preparation and update on AQAR report

- Prof. Goyal requested the participants to update the AQAR form within 7 days and collect all data for each criterion.
- An update was taken from each Criterion representative for AQAR of 2022-23 and the following was reported:
 - For criterion 1, Dr. Pooja Raizada mentioned that their team was in the process of collecting the data. She further stated that internship data will be ready by 16th August 2023.
 - For criterion 2, Dr. Aparna Aggarwal mentioned that annual report link at the current moment would not be possible. For this Prof. Goyal suggested that new tabs can be created under NAAC IQAC section.
 - For criterion 3, Dr. Sunaina Dua mentioned that most of the data requirements have been floated on the faculty group pertaining to publications, projects, awards, PhD students, MoUs and extension activities. She requested Dr. Shweta Anand to also collect letters of appreciation for

students from their internship organizations as proof, as suggested by Dr. Dilip Chinoy, GB member while reviewing previous year's AQAR report.

- For criterion 4 & 6, It was mentioned that audited statement will be needed from the accounts office to be added as a proof.
- For criterion 5, Dr. Sheetal Chopra stated that scholarship and placement data would be available in November 2023 and so would be the links related to these in the annual report. With respect to this Prof. Sushma Goyal suggested that scholarship committee can plan scholarship early and schedule the interviews for the same ASAP.

Requirement of AQAR data for SSR report

- It was again asserted by Prof. Goyal that SSR has to be submitted by second week of September.
- To streamline the collection of AQAR data for SSR, Prof. Siddhu suggested that all criterion teams must look at last 4 year reports and prepare a brief summary along with pictorial progression graphs, flow charts/smart art.
- Prof. Siddhu further stated that few members of AQAR writers shall dedicatedly work on creating E-Posters/Bulletin boards for each criterion.

AQAR review meetings

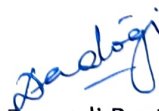
- Dr. Sunaina Dua was asked to ensure the conduct of AQAR review meetings in coordination with IQAC convenors in the following week.
- IQAC convenors decided for the following dates for evening online meetings for review of each criterion:
 - 9th August: Criterion 2, 3
 - 10th August: Criterion 4,5,6
 - 11th August: Criterion 6, 7, 1



Dr. Anupa Siddhu
Director



Dr. Sushma Goel
Convener, IQAC



Dr. Deepali Rastogi
Co-Conver IQAC

IQAC-SSR Meeting
Minutes of Meeting held on 14th August, 2023
Venue: Director's Office

Members Present:

- Prof. Anupa Siddhu (Director)
- Prof. Sushma Goel (Vice Principal & IQAC Convenor)
- Prof. Deepali Rastogi (IQAC Co-Convenor)
- Prof. Ritu Mathur
- Prof. Pulkit Mathur
- Dr. Aparna Aggarwal
- Dr. Sunaina Dua
- Dr. Meenal Jain
- Dr. Dimple Ranglia
- Ms. Manisha Goyal
- Ms. Chetna Arora

Apologies received from Prof. Simmi Bhagat & Prof. Preeti Joshi

Agenda:

- Preparation on SSR report
- Requirement of AQAR data for SSR report

Preparation of SSR report:

- Prof. Anupa Siddhu asserted that all members must look at SSR reports of LSR, Aurobindo college , Acharya Narendra Dev College. She mentioned that all criteria heads should be able to give a progression from first cycle to second cycle.
- The Director highlighted that the SSR report must reflect the increase in infrastructure, improved quality in publications/networking and mentorship provided to other institutes.
- Dr. Aparna Aggarwal mentioned that Ramanujan and Aurobindo colleges have better scores because of their linkages and launch of FDP training institutes under the Pandit Madan Mohan Malviya teacher training scheme.
- Prof. Siddhu further asserted that FDP on traditional knowledge systems must be planned with 20 sessions. She directed that 17 sessions on Indian Knowledge System (IKS) can be planned by the committee and 3 sessions of these would be planned by herself. She reiterated that it would be a 5 day FDP with minimum of 2 hours daily sessions each day.
- Dr. Aparna Aggarwal displayed the SSR report of Ramanujan college and it was observed that many of SSR questions are related to the UTSAH portal.
- With respect to academic Bank of Credits (ABC), it was suggested by Prof. Siddhu that Prof. Archana Kumar should do a counselling on NEP and ABC at the time of orientation for the new students.
- Dr. Shweta Anand mentioned that all students who had taken up the VAC of Digital Empowerment have been taught to use the Digi locker. To this Prof. Siddhu suggested that these students can do peer learning and teach other classmates also

IQAC-SSR Meeting
Minutes of Meeting held on 4th August, 2023
Venue: Director's Office

Members Present:

- Prof. Anupa Siddhu (Director)
- Prof. Sushma Goel (Vice Principal & IQAC Convenor)
- Prof. Deepali Rastogi (IQAC Co-Convenor)
- Prof. Ritu Mathur
- Prof. Pulkit Mathur
- Dr. Aparna Aggarwal
- Dr. Sunaina Dua
- Dr. Meenal Jain
- Dr. Dimple Rangila
- Ms. Manisha Goyal
- Ms. Chetna Arora

Apologies received from Prof. Simmi Bhagat & Prof Preeti Joshi

Agenda:

- Preparation on SSR report
- Requirement of AQAR data for SSR report

Preparation of SSR report:


- Prof. Anupa Siddhu asserted that all members must look at SSR reports of LSR, Aurobindo college , Acharya Narendra Dev College. She mentioned that all criteria heads should be able to give a progression from first cycle to second cycle.
- The Director highlighted that the SSR report must reflect the increase in infrastructure, improved quality in publications/networking and mentorship provided to other institutes.
- Dr. Aparna Aggarwal mentioned that Ramanujan and Aurobindo colleges have better scores because of their linkages and launch of FDP training institutes under the Pandit Madan Mohan Malviya teacher training scheme.
- Prof. Siddhu further asserted that FDP on traditional knowledge systems must be planned with 20 sessions. She directed that 17 sessions on Indian Knowledge System (IKS) can be planned by the committee and 3 sessions of these would be planned by herself. She reiterated that it would be a 5 day FDP with minimum of 2 hours daily sessions each day.
- Dr. Aparna Aggarwal displayed the SSR report of Ramanujan college and it was observed that many of SSR questions are related to the UTSAH portal .
- With respect to academic Bank of Credits (ABC), it was suggested by Prof. Siddhu that Prof. Archana Kumar should do a counselling on NEP and ABC at the time of orientation for the new students.
- Dr. Shweta Anand mentioned that all students who had taken up the VAC of Digital Empowerment have been taught to use the Digi locker. To this Prof. Siddhu suggested that these students can do peer learning and teach other classmates also


to use Digi locker correctly. She also asserted that all students must be able to open Digi locker and log in via it within 15 days. Further all new students must also be taught the process of institutional login.

- With respect to skill development Prof. Siddhu mentioned that we must enlist all our SCC papers that have already been given. She stated that we must also include various MoUs related to skill development and skill enhancement such as MOU with M3M & NSDC.
- With respect to Indian knowledge System (IKS), Prof Siddhu suggested that details of *Mera Millet Magic* can also be added. She also asked Dr. Aparna Aggarwal to mention about the recipe competition held last year under this particular section. Further, Prof. Siddhu stated that Vedic Maths paper should be introduced by NEP committee as one of the elective papers. She confirmed that only the faculty members who have a FDP in the respective paper can teach that paper
- The Director also took cognisance of the papers related to traditional textiles being offered by the FAS department. She suggested that FAS department can confirm the list of papers from the University for Indian Knowledge System (IKS). She directed that Prof. Simmi Bhagat, Prof. Ritu Mathur and Prof. Preeti Rishi Lal to prepare a concept note on IKS and submit it soon. She suggested that the college must conduct a FDP on IKS and only candidates of department of Home Science would be eligible for the same. It was further mentioned that all the research titles of masters' dissertation and PhD thesis related to Indian Knowledge System can be added in this particular section
- With respect to Outcome Based Education (OBE) Prof. Pulkit Mathur, Prof. Ritu Mathur and Dr. Aparna Aggarwal shall fill the data for SSR. Prof. Siddhu stated that all teachers teaching NEP papers must give expected outcomes in the form of 100 word write up and this can also include the test/assignments given to assess the outcome of teaching.
- With respect to distance education criterion, data has to be collected from students and teachers who have been engaged in online learning /distance education. For this Prof. Sangeeta Goomer, Prof. Mani Bhasin Kalra, Prof. Dipali Rastogi and Prof. Aparna Khanna shall elicit data. Details of Virtual Mela convened by Prof. Aparna Khanna and online talks on conducting extension online can also be added. Information about online tourism , ICDS, kitchen garden can be added in this section. Teachers who have written modules for IGNOU or have prepared MOOCS for SWAYAM portal , Jammu University must share their data. Prof. Siddhu pointed that films on nutri-garden must be taken from Prof. Rupa Upadhyay to be added in this section.

Requirement of AQAR data for SSR report

- Prof Sushma Goyal reiterated that time is a limitation and all members must try to complete the SSR latest by 17th of September as this window is not expandable. She further mentioned that AQAR report of 2022- 23 needs to be submitted in time as it is only then that the SSR form shall open. Thus, all members were requested to update the AQAR data at the earliest.


Dr. Anupa Siddhu
Director


Dr. Sushma Goel
Convener, IQAC


Dr. Deepali Rastogi
Co-Convener IQAC

MINUTES OF MEETING-NAAC IQAR 22-23

Online , 11 am, 2nd October 2023

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

Agenda: Review of IQAR 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. Aprna 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 3rd 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 be 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 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 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 convener IQAC.



Dr. Anupa Siddhu

Director



Dr. Sushma Goel

Convener, IQAC



Dr. Deepali Rastogi

Co-Convener IQAC