

ESTD: 1962



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## ISMAIL NATIONAL MAHILA PG COLLEGE, MEERUT

(Affiliated with C.C.S. University, Meerut, formerly Meerut University.)

NAAC Accredited A Grade College

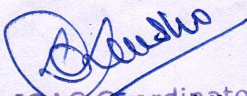
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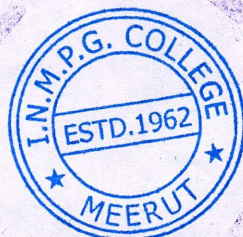
Date: - October 20, 2021

### Internal Quality Assurance Cell (IQAC)

Action taken report of IQAC meeting No. 1(2021-22) conducted on 19.07.21 at 12:30 pm in the conference room.

Agenda No. 1: Implementation of NEP 2020	
<b>Resolution:</b> Principal informed that college has taken several steps in implementation of NEP 2020. Separate committee is appointed to work out the guidelines for the implementation of NEP 2020 at UG level. It was suggested to take the help of various committees in NEP 2020 implementation.	<b>Action Taken:</b> IQAC with the help of Senior faculty members organized workshop for students on the different aspect of NEP 2020 for its effective implementation. Students were made aware about outcome-based education. They were also made aware to understand the value of credit system.
Agenda No. 2: Preparation of Action Plan and Calendar of the Academic Year 2021-22	
<b>Resolution:</b> It is decided to prepare action plan and calendar events by collecting the inputs from all the departments, cells, and committees.	<b>Action Taken:</b> Academic calendar was prepared and placed before Principal and IQAC for approval. Implemented after approval.
Agenda No. 3: To review admission process	
<b>Resolution:</b> The admission process is matter of significance as it is vital to the reputation of the college. It was discussed to review the admission process of the college. Dr. Deepti Kaushik invited suggestion for the same.	<b>Action Taken:</b> A separate admission committee is formed at the end of every academic year to look after the admission of the student for subsequent year. The committee guides and counsels the students to choose the right course of study.
Agenda No. 4: Organizing events in the Covid- scenario	
<b>Resolution:</b> Principal decided to sanitized college on weekly basis. More online activities were encouraged. Covid 19 protocol to be strictly followed while organizing activities. IQAC decided to provide all technical support and expertise to all departments, cell and committees to organize events.	<b>Action Taken:</b> College campus was sanitized on regular basis. College carried out all the academic activities following necessary advisories/guidelines/ directions issued by the central/state government, Ministry of Education (MOE) or UGC from time to time to prevent the spread of Covid-19.

  
Dr. Deepti Kaushik  
IQAC Coordinator  
Ismail National Mahila PG  
College, Meerut



  
Dr. Huma Masood  
Chairperson/Principal  
Ismail National Mahila PG College  
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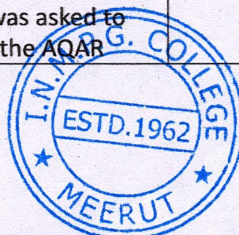
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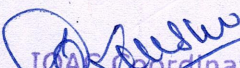
Date: - January 08, 2022


### Internal Quality Assurance Cell (IQAC)

Action taken report of IQAC meeting No. 2 (2021-22) conducted on 26.11.21 at 1:00 pm in the conference room.

<b>Agenda No. 1:</b> Welcome of new Principal	
<b>Resolution:</b> Outgoing Principal Dr. Huma Masood offered a warm welcome to new principal Prof. Anita Rathi. IQAC Coordinator Dr. Deepti Kaushik and committee members welcomed her by presenting her a bouquet.	<b>Action Taken:</b> Noted
<b>Agenda No. 2:</b> Reconstitution of IQAC	
<b>Resolution:</b> Principal decided to reconstitute the Internal Quality Assurance Cell as per NAAC guidelines. All members happily agreed to be a part of IQAC Committee and promised to support the mission. Dr. Deepti Kaushik read out NAAC guidelines and framework in which our committee is supposed to work.	<b>Action Taken:</b> Pursuant to the mandate and guidelines issued by National Assessment and Accreditation Council (NAAC), Principal reconstituted the Internal Quality Assurance Cell (IQAC) of the college on 30.11.2021.
<b>Agenda No. 3:</b> Geo-tagged photographs mandatory	
<b>Resolution:</b> Prof. Anita Rathi, Principal has alerted the departments and committee Incharge to take GPS tagged photos for any event for coming days which is to be essential for uploading the documents proofs.	<b>Action Taken:</b> Notice was sent to all departments and committees informing to take geo-tagged photos for all events and activities.
<b>Agenda No. 4:</b> Allotment of Mentor- Mentee	
<b>Resolution:</b> It was discussed to allot mentors to all students and continue the mentor-mentee programme. The list of mentees will be provided to all mentors. The new Mentor-Mentee record register for the academic year 2021-22 is to be designed and printed.	<b>Action Taken:</b> Mentor- Mentee list circulated after the approval of principal and IQAC. New Record Register printed and distributed to all mentors.
<b>Agenda No. 5:</b> Corrections/ Clarifications in AQAR 2018-19	
<b>Resolution:</b> AQAR was submitted to the NAAC portal on 31.08.2021. Corrections/Clarifications on the same was sought by the NAAC. Coordinator was asked to clear all the clarifications and resubmit the AQAR	<b>Action Taken:</b> Required corrections were made, clarifications given and resubmitted the AQAR 2018-19 after coordinator approval.



  
IQAC Coordinator  
Dr. Deepti Kaushik  
Ismail National Mahila PG  
College, Meerut  
IQAC Coordinator

  
Prof. Anita Rathi  
Chairperson/Principal  
Ismail National Mahila PG College  
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Date: - February 14, 2022

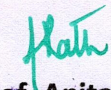
### Internal Quality Assurance Cell (IQAC)

Action taken report of IQAC meeting No. 3 (2021-22) conducted on 15.12.21 at 1:00 pm in conference room.

<b>Agenda No. 1: AQAR preparation 2019-20, 2020-21</b>	
<b>Resolution:</b> Dr. Deepti Kaushik asks all members to complete collection of required data for 2019-20, 20-21 AQAR. It is also directed by her that we have to fill up data of AQAR of 2019-20 taking data up to December 2020 following NAAC guidelines.	<b>Action Taken:</b> All the seven criterion heads collected data from all the departments and committees and compiled it.
<b>Agenda No. 2: Restructuring Feedback Mechanism</b>	
<b>Resolution:</b> Dr. Deepti Kaushik proposed that presently there is different department wise mechanism for collecting stakeholder's feedback, so there is need of common mechanism at institute level. Through discussion it was decided that common mechanism at institute level must be made for collecting, analyzing, and implementing feedback of all stakeholders. Dr. Soniya Gupta was given responsibility to modify existing feedback forms and come up with new mechanism.	<b>Action Taken:</b> Feedback forms are modified, and it was decided to implement new feedback mechanism
<b>Agenda No. 3: Alumni contribution to the institution's development</b>	
<b>Resolution:</b> Alumni incharge explained the alumni association activities. Principal said that the effective steps must be initiated to improve the alumni activities through alumni association. She further emphasized on regular update to alumni from institute should be done. She suggested having more interaction with the institute so that the bond can be formed	<b>Action Taken:</b> Alumni are getting updates through social media and WhatsApp for any event or achievement of institute.
<b>Agenda No. 4: Student Support Programme</b>	
<b>Resolution:</b> Member suggested to plan Experts Talk more frequently for motivating the students to get rid of covid crises. Faculty members should encourage students for social responsibility and cultural activity and self-improvement.	<b>Action Taken:</b> Expert talks were organized. Faculty members also motivated students to take part in different events such as cultural events, Debate, Symposium competitions, food festivals of different institutions for holistic development.

  
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IQAC Coordinator  
Ismail National Mahila PG  
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Prof. Anita Rathi  
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Date: - March 7, 2022

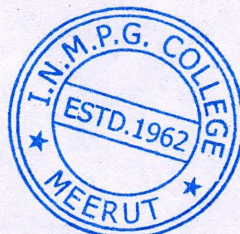
### Internal Quality Assurance Cell (IQAC)

Action taken report of IQAC meeting No. 4 (2021-22) conducted on 06.01.22 at 12:00 pm in conference room.

Agenda No. 1: Commencement of the classes in blended mode	
<b>Resolution:</b> A discussion has taken place to evaluate all the merits and demerits of the blended model of teaching method among all the members present in the meeting, keeping in mind the Covid protocols.	<b>Action Taken:</b> Blended Mode of Teaching and Learning was adopted by all departments. Concept Note of UGC "Blended Mode of Teaching and Learning" was shared with all faculty members.
Agenda No. 2: Status of Covid – Vaccination among the Students, Teaching and Non-teaching staff	
<b>Resolution:</b> Heavy emphasis is given to the question of vaccination. All the Incharge are requested to encourage the other faculty members and students of the respective departments to get vaccinated at the earliest. College administration is going to look into the same from side of non-teaching staff.	<b>Action Taken:</b> All the programs are conducted under the aegis of Covid-cell. Vaccine Ambassadors were appointed among students. College -located vaccination programmes.
Agenda No. 3: Placements	
<b>Resolution:</b> All the members were of the view that the jobs for freshers are very few in the market in the current scenario. So, there was a lot of competition in the market to get jobs. It was suggested to increase placement activities.	<b>Action Taken:</b> Career Counselling and Placement Cell Incharge Dr. Mamta Singh was instructed to organize more placement activities in the college in collaboration.
Agenda No. 4: Purchase of additional books	
<b>Resolution:</b> All the departments demanded more updated textbooks in Library. The team has suggested to buy additional books. It was decided to invite list from every department.	<b>Action Taken:</b> It was resolved to purchase additional books for all subjects and further instruction were given to the Library Staff.

  
Dr. Deepti Kaushik

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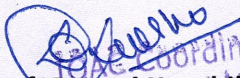
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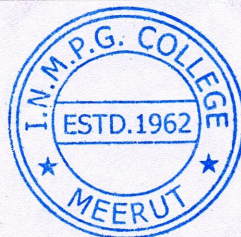
Date: April 12,2022

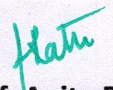
### Internal Quality Assurance Cell (IQAC)

Action taken report of IQAC meeting No. 5 (2021-22) conducted on 14.03.22 at 1:30 pm in conference room.

Agenda No. 1: College Website Updating and Maintenance	
<b>Resolution:</b> College website Incharge was directed to upload on the website all necessary information and links for students.	<b>Action Taken:</b> The college website registration was renewed. Mr. Yogendra Agarwal was assigned to look after the uploading of necessary document on the website.
Agenda No. 2: To conduct collaborative activities	
<b>Resolution:</b> IQAC coordinator mentioned the need of conducting collaborative activities in the form of students and teacher exchange. It was decided to give the directions to each department about organizing at least one activity in collaboration with the institution signed Memorandum of Understanding with our college.	<b>Action Taken:</b> The notice was given to all departments regarding the organizing at least one activity in collaboration.
Agenda No. 3: To review remedial classes	
<b>Resolution:</b> The committee proposed to review remedial classes for better learning outcomes especially for slow learners.	<b>Action Taken:</b> Departments have conducted remedial classes for slow learners before the final exams of university. Advanced learners are given special coaching to target for ranks in the exam.
Agenda No. 4: Curriculum must be completed in prescribed time frame	
<b>Resolution:</b> Principal decided to instruct all faculty members to complete curriculum in prescribed time frame in accordance with the academic calendar provided by the university.	<b>Action Taken:</b> Principal held the meeting with faculty members and instructed to complete the syllabus. Faculty members worked hard and assured to complete the curriculum within the stipulated time frame.

  
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Date: April 30,2022

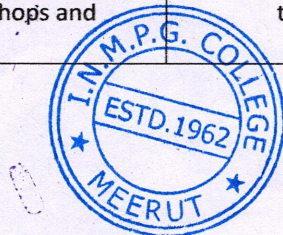
### Internal Quality Assurance Cell (IQAC)

Action taken report of IQAC meeting No. 6 (2021-22) conducted on 19.04.22 at 1:30 pm in conference room.

Agenda No. 1: To discuss the status of CAS promotion of faculty	
<b>Resolution:</b> IQAC Coordinator Dr. Deepti Kaushik informed all committee members about the CAS promotion of some faculty members including herself. Principal instructed faculty members to prepare their files as per UGC guidelines for their promotion.	<b>Action Taken:</b> File prepared and submitted in IQAC office.
Agenda No. 2: Format for report submission	
<b>Resolution:</b> Dr. Deepti Kaushik, IQAC Coordinator told that IQAC will soon provide a format for submission of report as summary report to the IQAC at the end of programmes/ events/ activities.	<b>Action Taken:</b> Format made and distributed to all Departments and committees Incharge for report submission.
Agenda No. 3: Future plans of Action for next Academic Year	
<b>Resolution:</b> Following plans of IQAC for next academic year i.e., 2022-23 were considered. 1. Restoration of canteen that was stopped during Covid- 19 pandemic. 2. Implementation of college Management Information System. 3. Strengthening IT facilities in the college. 4. Online feedback collection of stakeholders and analysis of data for the same 5. Academic monitoring, data collection and analysis for incremental growth in academics.	<b>Action Taken:</b> Approved
Agenda No. 4: Regarding updating and upgrading of knowledge	
<b>Resolution:</b> IQAC Coordinator is of view that for upgrading and updating themselves in the subject matters' faculty members should attend various workshops and other activities.	<b>Action Taken:</b> Faculty members are motivated to attend various workshops and write research papers which are to be published in UGC care listed journals .

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Ismail National Mahila PG  
College, Meerut

Dr. Deepti Kaushik  
IQAC Coordinator



Prof. Anita Rathi  
Chairperson/Principal  
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