

ESTD: 1962



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ISMAIL NATIONAL MAHILA PG COLLEGE, MEERUT

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

NAAC Accredited 'A' Grade College

Date: July 29, 2022

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on 29.07.22 at 12:30 pm in the Conference Room.

Sr. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Dr. Mamta Singh	Assistant Professor	
5.	Dr. Kavita Garg	Assistant Professor	
6.	Dr. Soniya Gupta	Assistant Professor	
7.	Dr. Sarika Sharma	Assistant Professor	
8.	Sh. Sanjeevshwar Prakash	One member from management	
9.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
10.	Sh. Girish Shukla	Local Society (Social Worker)	
11.	Ms. Asher Michael	Student	
12.	Dr. Aparna Vats	Alumni	
13.	Sh. Brij Bhushan	Employer	
14.	Sh. Ram Kumar Gupta	Industrialist	
15.	Sh. Rohtash Agarwal	Stakeholder	

Prof. Deepti Kaushik

IQAC Coordinator

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Ismail National Mahila PG
College, Meerut



Prof. Anita Rathi

Principal

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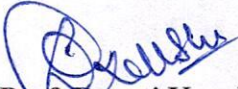
Date: July 29, 2022

Internal Quality Assurance Cell (IQAC)

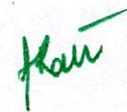
Minutes of IQAC Meeting

The first meeting of the Internal Quality Assurance cell was held on 29.07.22 at 12:30 pm in the Conference Room. Principal chaired the meeting. Following points of agenda were discussed in detail and following resolution were passed.

Agenda 1 Resolution	Plan of Action for the session 2022-23 Principal informed that college has taken several steps in implementation of NEP 2020. A separate committee is appointed to work out the guidelines for the implementation of NEP 2020 at U.G. Level. It was suggested to take the help of the various committees in NEP-2020 implementation.
Agenda 2 Resolution	Analysis of Result Result of all the classes was to be analysed and adequate action to be taken for different subjects or subject of which poor result came.
Agenda 3 Resolution	Admission Procedure 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. Prof. Deepti Kaushik invited suggestion for the same.


Prof. Deepti Kaushik
IQAC Coordinator
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Date: September 23, 2022

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on 23.09.22 at 01:00 pm in the Conference Room.

Sr. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Km. Nikhat Umaira	Assistant Professor	
5.	Mrs. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
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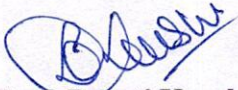
Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

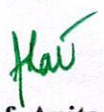
The second meeting of the Internal Quality Assurance cell was held on 23.09.22 at 01:00 pm in the Conference Room. Principal chaired the meeting. Following points of agenda were discussed in detail and following resolution were passed.

Agenda 1 Resolution	Reconstitution of IQAC Principal decided to reconstitute the Internal Quality Assurance Cell as per NAAC guidelines. All the members happily agreed to be a part of IQAC committee, and promised to support the mission. Prof. Deepti Kaushik read out NAAC guidelines and framework in which our committee is supposed to work.
Agenda 2 Resolution	Defining the roles of IQAC Committee members Principal Prof. Anita Rathi took over the session to elaborate on the key roles to be played by all the team members. Then, she emphasized the contribution required from each committee member. The IQAC member from the management representation can look into the provision of funds and structural requirements. The IQAC member representing the Career Counselling Cell, is expected to contribute for placement opportunities. The IQAC member representing as the External Expert can contribute towards the teaching learning activities, research area, where the member from the local community NGO, needs to assist in extension activities. The college alumni can contribute for quality project of the college like best practices, engaging lectures, contributing the educational and entertainment projects, donations for college etc., and the present students can contribute through active participation in the college programmes.

Agenda 3 Resolution	Student Induction Programme for the fresher. It was decided to organize two days Student Induction Programme for the fresher in the new academic year.
Agenda 4 Resolution	Starting of more Add-on/Value-added/Certificate Courses in various Departments or cells It was decided to start more Add-on/Value-added/Certificate Courses in various departments to enhance the employability of the students and inculcate life skills among them.
Agenda 5 Resolution	Issue with the permission of Chair. As there was no issue to discuss, meeting was concluded with vote of thanks to all.


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Date: December 08, 2022

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on 08.12.22 at 12:30 pm in the Principal Office.

Sr. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Km. Nikhat Umaira	Assistant Professor	
5.	Mrs. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Sh. Sanjeeveshwar Prakash	One member from management	
12.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
13.	Sh. Girish Shukla	Local Society (Social Worker)	
14.	Ms. Asher Michael	Student	
15.	Dr. Aparna Vats	Alumni	
16.	Sh. Brij Bhushan	Employer	
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Date: December 08, 2022

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

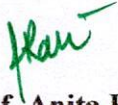
The third meeting of the Internal Quality Assurance cell was held on 08.12.22 at 12:30 pm in the Principal Office. Principal chaired the meeting. Following points of agenda were discussed in detail and following resolution were passed.

Agenda 1 Resolution	Infrastructure Development The IQAC Coordinator placed before the house the following infrastructural development targets which need to be fulfilled immediately. She also informed that these tasks have already been started partially as the requirements were very basic in nature and so approval of the IQAC was not awaited although the Principal was consulted personally. The house adopted the targets: setting up of more virtual classrooms, further electrification of the main building, and purchasing and installation of the solar plants
Agenda 2 Resolution	Criterion Incharge functioning In the preparation for the 3 rd cycle accreditation, it was decided to intensify activities criterion wise under the leadership of Criterion Incharge.
Agenda 3 Resolution	Soft Skill training for the non-teaching staff It was decided to organize a soft skill training programme for the non-teaching staff of the college.
Agenda 4 Resolution	Financial support to the faculty to attend FDP/Seminar It was decided to avail financial support to the faculty to participate in faculty development programmes.


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Date: January 13, 2023

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on 13.01.23 at 12:30 pm in the Conference Room.

Sr. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Km. Nikhat Umaira	Assistant Professor	
5.	Mrs. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
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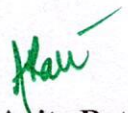
Minutes of IQAC Meeting

The fourth meeting of the Internal Quality Assurance cell was held on 13.01.23 at 12:30 pm in the Conference Room. Principal chaired the meeting. Following points of agenda were discussed in detail and following resolution were passed.

Agenda 1 Resolution	To read and confirm the minutes of the previous meeting and the action taken The minutes of the previous meeting were read by IQAC Coordinator and it was confirmed. As per the minutes of the meeting, the action taken report was discussed in the meeting.
Agenda 2 Resolution	Action Plan of Clubs and Cells It was decided to approve the action plan of clubs and cells. Suggestion to incorporate programmes related to IPR, human rights, environmental and gender issues etc., was intimated to the concerned programme officer or incharge.
Agenda 3 Resolution	Format for report submission Prof. Deepti Kaushik, IQAC Coordinator told that IQAC will very soon provide a format for submission of report as summary report to the IQAC at the end of programme/event/activity.
Agenda 4 Resolution	Proposal to apply for Green Audit and Energy Audit It is decided to apply for Green Audit and Energy Audit to enhance the quality of the institution.


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Date March 20, 2023

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on 20.03.23 at 01:00 pm in the Principal Office.

Sr. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Km. Nikhat Umaira	Assistant Professor	
5.	Mrs. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
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Date: March 20, 2023

Internal Quality Assurance Cell (IQAC)


Minutes of IQAC Meeting

The fifth meeting of Internal Quality Assurance cell was held on 20.03.23 at 01:00 pm in the Principal Office. Principal chaired the meeting. Following points of agenda were discussed in detail and following resolution were passed.

Agenda 1 Resolution	To make suggestions to increase alumni participation Suggestions were made regarding this by IQAC Coordinator: <ul style="list-style-type: none">• Appeal should be made to Alumni to sponsor small prizes, scholarships etc.• Continue inviting Alumni as resource person and judges for various events on bigger scale to involve them in college activities effectively.
Agenda 2 Resolution	Discussions on committees' report Review of work done by various committees. Prof. Deepti Kaushik read out reports of committees one by one. Incharge were instructed to compile feedback and detailed report and submit to IQAC
Agenda 3 Resolution	Remedial classes for better academic results The committee proposed in order to prevent students from falling permanently behind in their academics, remedial teaching should be implemented.
Agenda 4 Resolution	Recommendations to adopt energy conservation measures IQAC recommended to adopt energy efficient measures in the campus like replacing lighting with LED bulbs and energy efficient air conditioners in the campus.


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Date: May 23, 2023

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on 23.05.23 at 01:30 pm in the Conference Room.

Sr. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Km. Nikhat Umaira	Assistant Professor	
5.	Mrs. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
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Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

Sixth Meeting of Internal Quality Assurance cell was called upon by the chairperson Prof. Anita Rathi on 23.05.23 at 01:30 pm in the Conference Room. Principal chaired the meeting. Following points of agenda were discussed in detail and following resolution were passed.

Agenda 1 Resolution	Review and uploading of AQAR 2020-21 & 2021-2022 All criteria (1-7) of AQAR were finally discussed and presented by respective members of the Criteria. Chair Prof. Anita Rathi appreciated the efforts of all members for preparing different criteria. It was decided that, from next day, uploading on NAAC portal would be started.
Agenda 2 Resolution	Evolving steps to do systematic and regular documentation and preparing AQAR Prof. Anita Rathi said that creating systematic and regular documentation, is crucial for maintaining transparency, accountability, and continuous improvement within an organization. She further suggested: <ul style="list-style-type: none">• Developing a timeline for the creation and updating of documents to ensure regularity.• Assigning specific responsibilities and deadlines for document creation and review.• Including fields for relevant information such as dates, responsible parties and status.
Agenda 3 Resolution	Discussion on Quality initiatives Following discussion took place on quality initiatives to be taken in next year. <ul style="list-style-type: none">• Registration for NIRF ranking proposed.• Students should be motivated to indulge in social endeavours.• Suggested that the students may work in collaboration with the environmentalists.• The faculty and staff should work with limited efforts with quality conscience.• Should achieve greater heights, it is not time for complacency.• Should focus more on criteria 2, 3 and 5• Focus on global warming, placement and student satisfaction.• Implementation of college Management Information System.• Strengthening IT facilities in the college.

	<ul style="list-style-type: none"> • Strengthening IT facilities in the college. • Online feedback collection and analysis. • Academic monitoring, data collection and analysis for incremental growth in academics.
Agenda 4 Resolution	<p>Any other item, decided by Chair</p> <p>Since no other matter was raised, the meeting ended with the vote of thanks by the Chair.</p>

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