

IQAC (Internal Quality Assurance Cell)

Minutes of the meeting 1st – 2018-19

Date of the meeting	: -	11 th September, 2018
Venue of the meeting	: -	Meeting Room/IQAC Room
Time of the meeting	: -	11.00 AM TO 01.00 PM

Agenda of the meeting

- To review and confirm the minutes of the last meeting.
- To organize the workshops and training programs for students
- Felicitation of University Rank & Gold Medalist students
- Student messaging system
- Resources and infrastructure requirements

NAAC/IQAC Coordinator, Dr H.S.Bhati welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:-

Agenda 1:- To review and confirm the minutes of the last meeting.

Resolution:- The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda 2:- To organize the workshops and training programs for students

Resolution:- The principal requested all the In-charges of department to organize seminar/special lecture/workshop/talk for students with IQAC. He requested all the teachers to encourage and motivate students for training programmes which will be organized by different Industries & Research Institute.

Agenda 3:- Felicitation of University Rank & Gold Medalist student.

Resolution:- The IQAC chairman, shared the laurels brought by student of I.P. College Campus-2, Bulandshahr, I university position & gold medal was achieved by ANUSHKA MADAN, student of BBA courses in (2015-18) after June 2018 exams. It was further decided to felicitate all the staff members of department of commerce and business administration for such wonderful efforts and it was agreed by the all members. IQAC coordinator requested the IQAC chairman to approve for felicitation of students with parents on 26th January 2019 and it was approved.

Agenda 4:- Student messaging system.

Resolution:- The IQAC coordinator requested principal to implement a powerful communication tool that demonstrates student progress, student attendance and college notice & results. In the meeting Mr. Sanjay Kumar suggested about messaging system for SMS to parents

Agenda 5:- Resources and infrastructure requirements

Resolution:- Regarding resources and infrastructure, Principal suggested: -

1. All the class rooms are to be made under CCTV surveillance.
2. Renovation the canteen area to avoid heat & Rain.

The meeting was over with a vote thanks proposed by IQAC coordinator to the chair.

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Minutes of the meeting 2nd – 2018-19

Date of the meeting : - 02 February 2019
Venue of the meeting : - Meeting Room/NAAC Office
Time of the meeting : - 12.00 AM TO 02.00 PM

Agenda of the meeting

- To review and confirm the minutes of the last meeting.
- New formation of IQAC team & Coordinator
- Planning to discuss about one day workshop on character building and personality development.
- To plan celebrate International Women Day.

NAAC/IQAC Coordinator, Dr H.S.Bhati welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:-

Agenda1:- To review and confirm the minutes of the last meeting.

Resolution:- The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda 2:- New formation of IQAC team & Coordinator

Resolution:- The IQAC chairman Dr. T.N. Mishra, announced that a new IQAC team with new coordinator and members were constituted. He also announced that the new coordinator of IQAC team will be Dr. Gaurav Goyal. The IQAC chairman welcomed coordinator & members. Dr. Gaurav Goyal coordinator IQAC expressed his vision that new IQAC team will work and focus on quality enhancement (QE) activities of college.

Agenda 3:- Planning to discuss about one day workshop on character building and personality development.

Resolution:- A presentation was made by IQAC member Dr. H.S. Bhati about one day workshop planning. In the presentation workshop convener highlighted about date of workshop, title of workshop and key speaker Mr. Atul Bhai Kothari, state coordinator shiksha sanskriti utthan, New Delhi. Various committees for smooth conduction of workshop were formed under the direction of chairman.

Agenda 4:- To plan celebrate International Women Day.

Resolution:- Mrs. Nidhi Gupta, Member IQAC discussed the plane to organize International Women Day on 8th march. For the smooth conduction of the Women Day programme a college level committee was formed by the principal/director. Member of the committee are Dr. Anita Rani Gupta, Mrs. Nidhi Gupta, Mrs. Vertika Agarwal, Dr. Kavita Tiwari. It was also discussed to invite the various dignities from the society to addressed the programme.

There was no other matter to discuss, all the members appreciated the effort of the institution & the meeting ended with a vote of thanks to Chair.

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Minutes of the meeting 3rd – 2018-19

Date of the meeting : - 17th May, 2019
Venue of the meeting : - Meeting Room/NAAC Office
Time of the meeting : - 10.30 AM TO 12.30 PM

Agenda of the meeting

- To review and confirm the minutes of the last meeting.
- Admission Process for session 2019-20
- To review annual reports and documentation of various academic supporting activities of the college.
- To develop the Green house Area and Vermi Composting

NAAC/IQAC Coordinator, Dr. Gaurav Goyal welcomed and briefed the committee members about the agenda. IQAC members, after exchange of ideas and thoughts made the following resolutions:-

Agenda 1:- To review and confirm the minutes of the last meeting.

Resolution: - The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members.

Agenda 2:- Admission Process for session 2019-20

Resolution: - The IQAC Chairman informed the member of admission committees that have been already formed for next academic year 2019-20 to monitor different activities in the admission process in the college for effective implementation of the plan and to achieve more & fair admissions. The University admission prospectus 2019-20 & admission rules have been distributed to all in-charges of departments.

Agenda 3:- To review annual reports and documentation of various academic supporting activities of the college.

Resolution: - The IQAC/NAAC coordinator notify about various college level academic & supporting activities and committee reports received to the IQAC office with prescribed documentation.

Agenda 4:- To develop the Green house Area and Vermi Composting

Resolution: - The IQAC member from management requested the member of Garden maintenance committee to avoid chemical fertilizes and to use Vermi compost as a fertilizer or organic manure to make campus chemical free. The IQAC member also requested to develop poly house or green house for seed germination, plant, nurturing & making flowering plants to make campus more green and decorative.

The meeting was over with a vote thanks purposed by IQAC coordinator to the chair.