

IQAC (Internal Quality Assurance Cell)

Minutes of 1st meeting (2020-21)

Date of the meeting: - 14-July 2020

Venue of the meeting: - Meeting Room

Time of the meeting: - 1:00 pm

Agenda of the meeting: -

- To review and confirm the minutes of the last meeting.
- To prepare Academic Calendar for session 2020-21.
- To organize a Faculty Development Program for teachers and lecture series for students.
- Due to Covid - 19 pandemic, to find out and start online provision for the submission of fees.

NAAC/IQAC coordinator, Dr. Gaurav Goyal welcomed and briefed the committee members about the agenda. IQAC members, after exchanging 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 same were reviewed and passed by the members.

Agenda 2: - To prepare Academic Calendar for session 2020-21.

Resolution: - In the presence of IQAC Chairman Dr. T.N. Mishra, Mr. Anuj Kumar Garg, Member IQAC asked the members regarding curriculum & co-curricular activities which would be conducted throughout the year. IQAC members suggested activities focusing on engaging maximum participation on the part of students and as well as faculty.



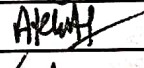


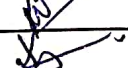


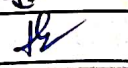
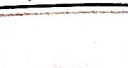
Agenda 3: - To organize a Faculty Development Program for teachers and Lecture Series for students.



Resolution: - The IQAC Chairman Dr. T.N. Mishra discussed with members of IQAC that FDP, lecture series, webinars, orientation courses should be conducted. IQAC Co-ordinator Dr. Gaurav Goyal suggested that FDP on research development skills could be a better option which would be helpful for them professionally as well as academically. Dr. H.S Bhati, former Co-ordinator, IQAC suggested various program such as lecture series, webinars on emerging trends for students that could be conducted. Afterwards the

responsibility for conducting faculty development program for teachers was given to Dr. Pramod Kumar Rajput and webinar series for students was given to Mr. Kushal Pal Sharma respectively by IQAC Chairman Dr. T.N. Mishra.

Agenda4: Due to COVID-19 to find out and start online provision for the submission of fees.

Resolution: In the present situation of Covid 19 parents are facing problem regarding fee submission during admission. After having discussion in the light of the above issue, Chairman IQAC, Dr. T.N. Mishra discussed the matter with members of IQAC regarding various modes of fee submission. Mr. Sanjay Kumar, Member IQAC suggested online fee submission mode on college website will give more comfort for parents.

S.N.	Teacher's Name	Signature
1	Shri Sanjay Kumar	
2	Dr. Anita Rani Gupta	
3	Shri Anuj Kumar Garg	
4	Shri Kushal Pal Sharma	
5	Dr. H.S.Bhati	
6	Smt. Nidhi Gupta	
7	Dr. Kavita Tiwari	
8	Shri Punit Kumar	
9	Smt. Deepali Kapoor Suri	
10	Shri Harsh Bhardwaj	


Principal
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Minutes of 2nd meeting (2020-21)

Date of the meeting: - 4-sep-2020

Venue of the meeting: -IQAC Room-

Time of the meeting: -2:00 pm

Agenda of the meeting: -

- Appointment of new IQAC Coordinator.
- Opening remarks and review the minutes of last meeting.
- To organize a faculty development programme (FDP) on “Research Skills Development”.
- To conduct an Orientation programme for fresher’s Session 2020 – 21.
- Getting down to AQAR 2019-20 work.

NAAC/IQAC Chairman, Dr. T.N. Mishra, welcomed and briefed the committee members about the agenda. IQAC members, after exchanging ideas and thoughts made the following resolutions:

Agenda 1: - Appointment of new IQAC Coordinator.

Resolution: -Due to resigning of then coordinator Dr. Gaurav Goyal from the college, the IQAC Chairman Dr. T.N. Mishra appointed Mr. Sanjay Kumar as new coordinator of IQAC. IQAC members welcomed him on his new appointment as IQAC Coordinator.

Agenda 2: - Opening remarks and review the minutes of last meeting.

Resolution: -The new IQAC Co-ordinator, Mr. Sanjay Kumar greeted all the members, read and briefed them about the minutes of earlier meeting and the same were reviewed and passed by the members.

Agenda 3: - To organize a faculty development programme (FDP) on “Research Skills Development.”

Resolution: -As per the discussion in last meeting of IQAC a committee was formed under the guidance of Dr. Pramod Kumar Rajput for conducting FDP Programme. Members of the committee are Dr. Pramod Kumar Rajput, Ms. Vertika Agarwal, Dr. Kavita Tiwari, Mr. Kapil Kumar Sharma, Ms. Yogita Kaushik, Mr. Mayur Goel, Mr. Harsh Bhardwaj, Ms. Deepmala Kaushik. The following persons are appointed as resource persons by Dr. Pramod Kumar Rajput –

Resource Person	Department	University
Prof(Dr.) P. K. Mishra	Dept. of Education	CCS University, Meerut
Prof. Kaushal Kishor	Dept. of Education	Central University of South Bihar, Gaya, Bihar
Prof(Dr.) Shivraj Singh	Dept. of Mathematics	CCS University, Meerut
Prof. M. K. Gupta	Dept. of Mathematics	CCS University, Meerut
Prof(Dr.) J. S. Bhardwaj	Dept. of Education	CCS University, Meerut
Prof(Dr.) Vijay Jaiswal	Dept. of Education	CCS University, Meerut
Prof(Dr.) Bindu Sharma	Dept. of Zoology	CCS University, Meerut

Dr. H.S. Bhati, Member IQAC, advised to conduct an online FDP webinar instead of offline mode due to Covid -19. He also suggested for the use of Zoom Application platform for conducting online FDP programme. The chairman Dr. T. N. Mishra agreed to this point and gave the permission of Zoom application subscription.

Agenda 4: - To conduct an Orientation programme for fresher's students of Session 2020-21.

Resolution: -The IQAC coordinator requested all In-charge of departments to conduct an orientation programme for the first-year students of session 2020-21. He stressed on the necessity of familiarizing the students to college life. It includes introductory sessions, giving them an overview of the college life, the rules and regulations of the college. It is an essential program at the beginning of the college session, which allows the students to settle in their new environment. So, for this purpose a team was formed department wise for smooth organizing the online orientation programme. Members of the team are -

BBA/B.Com Dr. Vertika Agarwal & Mr. Mayur Goel
 BCA Ms. Nidhi Gupta & Mr. Kapil Kumar Sharma
 B.Sc. (Bio Technology) Mr. Kushal Pal Sharma & Mr. Harsh Bhardwaj
 B.Sc. (Home Science) Ms. Pooja Kaushik

Agenda 5: - Getting down to AQAR 2019-20 work.

Resolution: - The IQAC Coordinator Mr. Sanjay Kumar requested to all the In-charge of the departments and members of IQAC that they should start collecting all the necessary files and documents related to the IQAC so that the work of AQAR 2019-20 can start as soon as possible.

S.N.	Teacher's Name	Signature			
			5	Shri Kushal Pal Sharma	
			6	Dr. H.S. Bhati	
1	Dr. Gaurav Goyal		7	Smt. Nidhi Gupta	
2	Shri Sanjay Kumar		8	Smt. Vertika Agarwal	
3	Dr. Anita Rani Gupta		9	Shri Harsh Bhardwaj	
4	Shri Anuj Kumar Garg				

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Minutes of 3rd meeting (2020-21)

Date of the meeting: - 30-October-2020

Venue of the meeting: - IQAC Room

Time of the meeting: - 1:30 pm

Agenda of the meeting: -

- To review the status of action taken on minutes of 2nd IQAC meeting.
- Scheduling of lecture series (Webinar) for students.
- Final call to AQAR 2019 -20 submissions.
- Plan to celebrate National Unity Day.
- Adoption of online feedback system for 2nd and 3rd year students.

NAAC/IQAC Coordinator Mr. Sanjay Kumar, 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 same were reviewed and passed by the members.

Agenda 2: - Scheduling of lecture series (Webinar series) for students.

Resolution: -Mr. Kushal Pal Sharma, Member of IQAC suggested that, technology has influenced almost every facet of society, especially the education industry. In the present times, students prefer to boost their skills and knowledge by staying connected to the internet at home instead of spending time in the classroom. This further transforms the way of interaction among students and teachers.

Mr. Kushal Pal Sharma, Member of IQAC, informed all the members of IQAC about the detailed schedule of One-week webinar series for students. Detailed schedule is as follow –

<u>Days/ Date</u>	<u>Resource Person</u>	<u>Department/Company</u>
Day – 1 (7 Nov., 2020)	Prof (Dr.) Vijay Malik	CCS University, Meerut
Day – 2 (8 Nov., 2020)	Prof (Dr.) Bindu Sharma	CCS University, Meerut
Day – 3(9 Nov., 2020)	Dr. Jatin Kumar Gambhir	Galgotia University, G.B. Nagar
Day – 4(10 Nov., 2020)	Dr. Priya Singh	CCS University, Meerut

Day – 5(11 Nov., 2020)	Dr. Mukesh Kumar Sharma	CCS University, Meerut
Day – 6(12 Nov., 2020)	Ms. Reccha Goel	I.B.M. India Pvt. Ltd.

For the smooth conduction of that Webinar a committee was formed by the Chairman IQAC. Members of the committee are – Mr. Kushal Pal Sharma, Ms. Nidhi Gupta, Ms. Vertika Agarwal, Mr. Kapil Kumar Sharma, Mr. Mayur Goel & Mr. Harsh Bhardwaj.

Agenda3: Final call for submission of AQAR of session 2019-20.

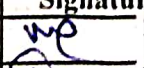




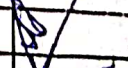

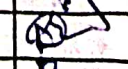


Resolution: In the previous meeting which was held on 4-sep-2020 IQAC Co-ordinator, Mr. Sanjay Kumar told the In-charge of all departments & members of IQAC to prepare data for AQAR session 2019-20. In this meeting, co-ordinator Mr. Sanjay Kumar asked the concerned faculty members to submit criteria wise data to Mr. Dani Singh for updating it online.


Agenda4: Celebrating National Unity Day that is on 31 October 2020.

Resolution: IQAC Chairman, Dr. T.N. Mishra gave details of letter which was received from higher education department regarding National Unity Day. He gave the responsibility to Dr. Anita Rani Gupta for conducting the programme. It was decided that an oath would also be taken by all the faculty members for the enhancement of National Unity as per guideline of letter. Mr. Kushal Pal Sharma suggested that an online discussion programme on the thoughts of Sardar Vallabh Bhai Patel would be organized regarding unity and integrity. The IQAC chairman Dr. T.N. Mishra gave his consent to organize the programme.

Agenda5: - Adoption of online feedback system for 2nd and 3rd year students.

Resolution: -The feedback of student satisfaction survey parameters is to be studied by each college and care should be taken that each parameter is being facilitated as per requirement as this will be online feedback taken at the time of NAAC inspection. The IQAC chairman suggested In-charge of all departments and discussed the parameters of student satisfaction survey, facilitating their respective departments up to the satisfaction of students. Mr. Anuj Kumar Garg, Member IQAC suggested the adoption of online feedback system with the help of "Google Form" of 2nd and 3rd year students for receiving the data promptly and effectively.

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1	Shri Sanjay Kumar	
2	Dr. Anita Rani Gupta	
3	Shri Anuj Kumar Garg	
4	Shri Kushal Pal Sharma	
5	Dr. H.S.Bhati	
6	Smt. Nidhi Gupta	
7	Dr. Kavita Tiwari	
8	Shri Punit Kumar	
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Principal
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Minutes of 4th meeting (2020-21)

Date of the meeting: - 10th Febuary, 2021

Venue of the meeting: -IQAC Room

Time of the meeting: - 2:00 P.M

Agenda of the meeting: -

- Status of AQAR (2019-20) regarding submission.
- To organise sports meet after pandemic.
- To celebrate International Women Day on 8th March.
- To expand the net capacity/broadband services in college for online classes.
- To conduct workshop for BCA students.

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

Agenda 1: Status of AQAR (2019-20) regarding submission

Resolution: The IQAC Chairman Dr. T.N. Mishra asked Mr. Sanjay Kumar, IQAC Coordinator regarding the status of AQAR of (2019-20). He elatedly replied that the data regarding AQAR was collected from all In-charge of departments and successfully updated online.

Agenda 2: To organize sports meet after pandemic.

Resolution: The IQAC Chairman Dr. T.N. Mishra discussed with the team members about the status of sports activities in the college and emphasized that sports meet should be organized in the college to refresh the students after Covid-19. All members agreed with him. He, then gave responsibility to Dr. Anita Rani Gupta to organize sports meet in the college effectively and a college level committee was formed by the principal to help her. College sports coach Mr. Pravesh Kumar suggested that the duration of this event could be of two days, one day for indoor and the second for outdoor.

Agenda 3: To celebrate International Women Day on 8th March.

Resolution: Dr. T.N. Mishra the IQAC Chairman discussed with the members regarding women day celebration and Mrs. Nidhi Gupta suggested that women











day celebration is the necessity for the empowerment of girl's students. The principal made a committee under Mrs. Nidhi Gupta to celebrate woman's day. It was suggested that debate, essay competition and speech competition could be the main events.

Agenda 4: To celebrate the net capacity/broadband services in college for the online classes.

Resolution: Mr. Sanjay Kumar, IQAC Coordinator in the presence of Dr. T.N. Mishra gave his concern that there is a need to expand net services in college because during Covid-19 online classes were conducted in the college and to keep in mind the future situations, we have to prepare ourselves in advance. Dr. T.N. Mishra, IQAC Chairman considered its seriousness and gave this responsibility to Mr. Sanjay Kumar for further workout.

Agenda 5: To Conduct workshop for BCA Students.

Resolution: It was earlier mentioned in academic calendar that workshop and webinars would be conducted for the students. Keeping this in mind, Dr. T.N. Mishra, IQAC chairman advised the in-charge of all departments to conduct such type of program. Mr. Sanjay Kumar the in-charge of BCA department was asked by the principal to conduct a workshop in his department.

S.N.	Teacher's Name	Signature
1	Shri Sanjay Kumar	
2	Dr. Anita Rani Gupta	
3	Shri Anuj Kumar Garg	
4	Shri Kushal Pal Sharma	
5	Dr. H.S.Bhati	
6	Smt. Nidhi Gupta	
7	Dr. Kavita Tiwari	
8	Shri Punit Kumar	
9	Smt. Deepali Kapoor Suri	
10	Shri Harsh Bhardwaj	


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IQAC (Internal Quality Assurance Cell)

Minutes of 5th (Online) meeting (2020-21)

Date of the meeting: - 2nd week of May

Venue of the meeting: - Zoom Application (Due to II wave of Covid – 19)

Time of the meeting: -4:00 P.M.

Agenda of the meeting: -

- To review and confirm the minutes of the last meeting.
- To work out on New Education Policy (NEP – 2021).
- To discuss/prepare smart classes for new session.
- Online feedback from teachers.

NAAC/IQAC Coordinator, Mr. Sanjay Kumar 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 same were reviewed and passed by the members.

Agenda 2: - To work out on New Education Policy (NEP – 2021)










Resolution: - Referring to the letter received from the University on May 10, the Coordinator Mr. Sanjay Kumar said that we have received a direction from the Higher Education Department and University to implement New Education Policy (NEP – 2020) from session 2021-22. He also requested IQAC members to prepare the framework of New Education Policy (NEP–2021) as per the directions received from the University and also to organise the awareness program regarding NEP for the faculty and students.

Agenda 3: - To discuss/prepare smart classes for new session.

Resolution: - The IQAC member Dr. H. S. Bhati said that the education sector has seen a noticeable increase in educational standards, advancement and innovations in recent years. Colleges and other educational institutions have begun to adopt modern teaching methods through interactive intelligent boards, projectors and smart notebooks, etc, and we cannot deny that these technological updates make the education system more interactive and easier. He further said that now the time has come that we should also prepare smart Classrooms for the smart classes in our college so that the students taking admission in the new session and already admitted students can get the benefit of it. IQAC chairman, coordinator and all the members have given their consent to this.

Agenda 4: - Online feedback from teachers.

Resolution: - The IQAC Member, Mr. Anuj Kumar Garg said that teacher is a main pillar of any education system and play an important role in a student's life. As a teacher, one must bring out the best in students and inspire them to strive for greatness. Therefore, it becomes necessary that their feedback should also be taken towards the college, courses, working environment and soon. Taking cognizance of this, the coordinator Mr. Sanjay Kumar gave the responsibility of taking online feedback from the teachers to Mr. Anuj Kumar Garg. IQAC chairman have given their consent to this.

S.N.	Teacher's Name	Signature
1	Shri Sanjay Kumar	
2	Dr. Anita Rani Gupta	
3	Shri Anuj Kumar Garg	ARUGA
4	Shri Kushal Pal Sharma	
5	Dr. H.S.Bhati	
6	Smt. Nidhi Gupta	
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