

Minutes

A meeting of IQAC was held on 24 - 07 - 2026 at 1.15 p.m. in Principal Office. Following members of the committee were present in the meeting-

1. Prof. Rachana Prasad
2. Prof. Indrani
3. Prof. Shashi Malik
4. Prof. Alpana Mohan
5. Prof. Rajshree Chaturvedi
6. Prof. Shampa Chaudhary
7. Prof. Neelam Singh
8. Dr. Garima Singh

The committee unanimously took the following decisions -

1. The activities of the college conducted during 2025-26 were thoroughly reviewed in light of the information to be filled on UP PRAMAN Portal. On the basis of discussion activities for the session were finalized.
2. It was decided to prepare a calendar for IQAC activities for 2026-27. Following Academic Calendar was finalized for IQAC along with the responsibilities assigned-

ACADEMIC CALENDER (2026-27)

Month	Activity	Collaborating dept./ cell/committee	Remarks	Duty allotted to IQAC member
July	1. IQAC Meeting-I and Annual Planning and Budget	IQAC	Annual planning	All members
	2. Review of Previous Year Activities (Based on UP Praman Portal Reports)	IQAC	Help in Annual planning	Prof. Indrani and Prof. Shashi Malik
	3. CAS application form rules for applicants	IQAC	Awareness of rules for applicants	All members
	4. Academic Calendar	Academic calendar Committee	Timely commencement of classes and all activities	All members
	5. Orientation with Departments and Committee in charges (on all points of UP Praman portal)	IQAC, HODs, all incharges	Student support strengthened	Prof. Indrani and Prof. Shashi Malik
	6. IDP formation and implementation	IQAC & IDP Cell	Ensuring IDPs functioning	Dr. Garima Singh
August	1. Activation of Social Media Team	IQAC, Social media team	Publicity and Communication of news	Prof. Shashi Malik
	2. Induction and Orientation of newly admitted students	IQAC	Department-wise quality targets	Dr. Shalini Singh
	3. Student Satisfaction Report and ATR	IQAC & SSR Comm	Improvement in teaching-learning	Prof. Shashi Malik

Indrani

	4. Orientation on Outcome-Based Education (OBE), POs, COs	IQAC	Improved teaching-learning	Prof. Indrani
	5. Mentor mentee system implementation	Departments	Student support strengthening	Prof. Shampa Chaudhary, Prof. Alpana Mohan
September	1. Internal Review of all activities as required at UP-Praman Portal	IQAC & UP Praman portal com	Quality improvement and good ranking	Prof. Indrani
	2. Value Added/Certificate Course planning	Curriculum review cell & Departments	Skill enhancement	Prof. Shashi Malik
	3. Green Campus & Plantation Activities	Green campus Com. & Flora Com.	Eco-friendly campus	Dr. Shalini Singh
	4. Research Promotion Workshop- Academic digital identifiers and citation	Teacher's reskilling Cell & IQAC	Research quality enhancement	Prof. Indrani
	5. Best Practices documentation	IQAC	Institutional innovation documentation	Prof. Shashi Malik
October	1. IQAC Meeting-II	IQAC	Quarterly review	Prof. Indrani
	2. Stakeholder Feedback (Alumni, Parents, Employers) and Analysis, ATPlan	SSR Com & IQAC	Quality improvement measures	Prof. Shashi Malik
	3. Website Quality Review	Website Committee	Updated institutional website	Prof. Shashi Malik
	4. IIC activities implementation	IQAC & IIC	IIC Documentation	Prof. Neelam Singh
November	1. Extension & Outreach Review	NSS/ NCC/Rangers/ B.D.M. Comm.	Community engagement	Dr. Shalini Singh
	2. Workshop on IPR awareness	Teacher's reskilling Cell & IQAC	Research quality	Prof. Indrani
	3. Examination Reforms Review	Examination Cell & IQAC	Quality assessment practices	Prof. Rajshree Chaturvedi
December	1. IQAC Meeting-III	IQAC	Mid-year review	Prof. Indrani
	2. Workshop on Quality Paper Publication	IQAC & Research Cell	Research monitoring	Prof. Alpana Mohan
	3. Workshop on Creating DOI and Plag-free content for Research scholars and P. G. students	IQAC & Research Cell	Research monitoring	Prof. Alpana Mohan
	4. Internal Review of all activities as required at UP-Praman Portal	IQAC & UP Praman portal com	Quality improvement and good ranking	Prof. Indrani
January	1. Blood Donation Mela	BDM Comm & IQAC	Community engagement	Prof. Shashi Malik

Indrani

	3. Gender, Equal Opportunity & Inclusion Activities	Cell for Differently Abled and Socially, economically Deprived Group Students & departments	Inclusive campus	Dr. Shalini Singh
	4. Alumni Meet	Alumni Cell	Industry-academia linkage	Prof. Rajshree Chaturvedi
	5. NIRF & AISHE Data Review	NIRF & AISHE Comm	Quality enhancement	Prof. Indrani and Prof. Shampa Chaudhary
	6. Internship and Placement Review	Placement Cell	Employability enhancement	Prof. Neelam Singh
February	1. Functional MoUs and Activity Review	Industry Academia Integrated Skill Development Cell	Collaborations and student support	Prof. Neelam Singh, Dr. Shalini Singh
	2. Student Supports Review	IQAC	Student support strengthening	Prof. Shashi Malik
	3. Skill Development Review	Skill and Placement Cell	Employability enhancement	Prof. Neelam Singh
	4. Workshop on use of AI in Teaching & Learning for teachers	Teacher's reskilling Cell & IQAC	Teaching -learning quality	Prof. Shashi Malik
March	1. IQAC Meeting-IV	IQAC	Review of quality indicators	Prof. Indrani
	2. Documentation Update	IQAC	Review of quality indicators	Prof. Indrani, Prof. Shashi Malik
	3. Infrastructure Utilization Review	IQAC & Estate Com	Student support	Prof. Alpana Mohan
April	1. Departmental Quality Review Meetings	IQAC & HoDs	Performance assessment	Prof. Rachana Prasad, Prof. Indrani
	2. Review of CO-PO Attainment/Academic Outcomes	Departments	Outcome assessment	Prof. Indrani, Prof. Shashi Malik
May	1. Review of Committee Reports	IQAC	Documentation	Prof. Rajshree Chaturvedi, Dr. Shalini Singh
	2. Review of Quality initiatives during whole session	IQAC	Documentation	Prof. Indrani, Prof. Shashi malik
June	1. Finalization of All Reports	IQAC	Documentation	Prof. Rachana Prasad, Dr. Shalini Singh
	2. Strategic Planning Meeting for Next Session	IQAC	Continuous quality improvement	Prof. Indrani, Dr. Garima Singh

Indrani

Note: Activities scheduling may be changed due to some urgent notices of State Govt., NAAC, UGC and University guidelines

3. It was decided that Prof. Shampa Chaudhary will be the scrutinizer and Prof. Alpana Mohan will be the checker for teacher's application form for Career Advancement Scheme.
4. It was decided that the applicant under CAS scheme shall submit the filled form in hard copy also to accelerate the process of the promotion. A notice regarding this should be circulated among teachers.
5. The report of student satisfaction was put before the house. It was discussed thoroughly and action taken report was finalized. It was decided to share the report with concerned faculty members to improve the current practice

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24-7-26
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Rachna
28/07/26
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