

Proceedings of the meeting of the IQAC committee meeting held on 02.07.2014 at 2.00 pm in the office of the IQAC.

A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozepur City) was held on 02.07.2014 at 02.00 pm under the chairmanship of Dr. Mrs. Madhu Prashar, Principal in the office of IQAC.

The following member were present –

Name	Nominee As	Category
Dr.(Mrs.)Madhu Prashar	Chairperson	Head
Dr.(Mrs.)Anju Gupta	Coordinator/ Member Secretary	Senior Faculty
Mr.S.S.Sandhu	Members	(a) Senior Faculty/HODs
Mr.K.K.Prinja		
Mrs.Nisha		
Er. Prateek Prashar	Members	(b) Teachers
Mrs. Sunita Khanna		
Dr.(Mrs.)Suman Sharma		
Dr.(Mrs.)Vandana Gupta		
Dr.Ambuj Sharma		
Mr. Shiv Sethi		
Dr. Manish		
Mr. Nishant Juneja		
Mr.Vijay Arora	Members	(c) Managerial Staff
Mr. Harvinder Ghai		
Ms. Jasmeet Kaur	Members	(d) Student Representatives
Ms. Dipinder Kaur		
Sh.M.R.Manchanda	Member	Nominee of Local Society

AGENDA

The following agenda was discussed on the basis of which the academic audit of the respective departments will be conducted.

1. Confirmation of the minutes of the previous meeting.
2. Formal welcome of the IQAC members by the Chairperson and the presentation of the agenda of the meeting.
3. The role of IQAC
4. To make preparation for the Academic calendar for the upcoming session i.e. begins in July 2014.
5. Regarding the declaration of NAAC Result.
6. Initiatives taken for maintenance of daily diary
7. To organize the Induction lectures for the students and for the teachers.
8. Academic flexibility in terms of Skill Development
9. Planning for the introduction of the new courses.
10. Research activities
11. Community services
12. Infrastructure development
13. Research promotion in college
14. Co-curricular and Sports Activities
15. Eco Friendly Environments
16. Measures to be taken to maintain the classroom infrastructure etc.
17. To strengthen the Library
18. Feedback
19. Establishment of Career Guidance Cell
20. To introduce a system of Academic Review and maintain high academic standards.
21. Regarding adopting new Publicity Mechanism for increasing visibility of the Institution.
22. Technological up-gradation
23. Personality Development Programmes
24. To encourage various clubs of the college to conduct activities with considerable participation from the students.
25. Strengthening Industry Academic Link
26. Intent to have Smart classrooms
27. To encourage the teaching staff to participate in the election of various University bodies.
28. To organize the Zonal Youth Festival
29. Financial aid to the students
30. Formation of Research Committee
31. Seed money for the promotion of Research

32. Research activities for the students
33. To conduct bridge classes for slow learners
34. Installation of the New RO in the main campus
35. Strength and Weakness of the college written in the report of NAAC
36. Presentation of the Academic Results

Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 02.07.2014 at 2.00 pm in the IQAC office.	
1.	The minutes of the previous meeting were read out and confirmed.
2.	After welcoming all the members, the IQAC coordinator placed the agenda before the members which was already circulated along with the meeting notice. IQAC coordinator gave a brief review of the previous meeting proceedings and the action was taken thereon each member gave a self introduction to other members. The chairperson of the IQAC briefly highlighted the agenda of the meeting.
3.	The Chairperson IQAC gave a brief presentation on the guidelines of the IQAC and its role in an Institute. She clarified that the Cell was formed as per the UGC regulation and as also prescribed by the NAAC. She also gave the background of the formation of the Cell, its functioning and other aspects. She reiterated that major aim of the Cell is to channelize all the efforts and about measures towards promoting institute's holistic academic excellence in a healthy environment. She proposed that Dr. Anju Gupta be nominated as the coordinator of the IQAC and requested her to carry on with the rest of the proceedings.
4.	As per the notice circulated every department has submitted its detailed academic and activity calendar to the coordinator IQAC for the coming session 2014-15 which includes the details of the distribution of teaching days, faculty members profile, visiting faculty, teaching methodology etc. (Annexure attached).
5.	Dr. Madhu Prashar, Principal congratulated the members on having achieved the CGPA of 3.75/4 and as the highest CGPA in India during 2013-14. All the members applauded the efforts of the Principal and the Management for achieving this glorious milestone and they assured the Principal their wholehearted cooperation for the further growth of the institute.
6.	As per the initiative taken by the IQAC for the maintenance of the daily diary. A teaching calendar of 180 days had been prepared which was circulated among the faculty member.
7.	As it was unanimously decided by the IQAC that the induction programme for B.A./ B.Sc./ B.Com./ B.C.A./ M.A./M.Sc. Part I students has been

	<p>conducted in the first week of August after the admission is over to make the students aware about the various opportunities available to students and also to give them the knowledge about the new courses available and their job placements. The students are also to be made aware of the rules and regulations of the college and about the discipline and how they can make all efforts to make the best use of all the facilities that the college provides.</p>
8.	<p>DSCW provides so many inter-disciplinary add-on courses like Cosmetology, Interior Designing & Decoration, Multimedia and Web-Designing, Cosmetology and Beauty Care, Punjabi Language & Culture, Journalism, Child Care, Fashion Designing, Communicative English, Computer Based Accounting, Insurance Business, Food Preservation, Fine Arts, Yoga & Mental Health as additional subjects alongwith their elective core subjects. These Add-on courses provide freedom to students to choose courses form a list of add-on courses. Students from any stream like Science, Commerce, Arts, IT have the choice to opt for one of the add-on courses alongwith their other core Elective subjects.</p>
9.	<p>The chairperson informed the IQAC members that necessary requirements have been fulfilled for the establishment of the community centre and the introduction of the new courses-</p> <p>(i) Community Centre</p> <p>The Principal informed the IQAC member that a committee consisting of five members has been formed to take care for the admission procedures about the two skill courses (Fashion Designing and Beauty and Wellness) for which the UGC has provided 100 seats respectively for the downtrodden underprivileged category. The committee was directed to take care in giving admission to the deserving students as per the UGC norms. The members are as follow -</p> <ol style="list-style-type: none"> 1. Dr. Madhu Prashar, Chairperson 2. Er. Prateek Prashar, Dean College Development 3. Dr. Vandana Gupta, Associate Professor 4. Mrs. Kanika Sachdeva, Assistant Professor 5. Mr. Vijay Arora, Administrative Officer <p>(ii) M.Sc. Physics</p> <p>As previously decided in the IQAC meeting to start M.Sc. (Physics) on the request of the B.Sc. students of the college, the necessary requirements were</p>

	fulfilled and the college got affiliation from the Panjab University to start M.Sc. Physics from this coming session.
10.	The members in the meeting unanimously agreed to publish research papers in the Journal of repute and presented papers in the International/National Seminars/Conferences. It has been also further resolved the membership of INFLBNET and DELNET should also be taken.
11.	The coordinator of the IQAC informed all the members that every educational institution should have a social consciousness for the society. For this the different cells like NCC, NSS, Youth Club, Central Association, Community Department have been formed and almost all the students are involved and given duties to look after their social responsibilities in the form of education of the street children, slum children education, promotion of the education and awareness campaigning regarding female feticide, dowry, women harassment, drug addiction etc.
12.	Keeping in view the increase in the number of the students and introduction of the new courses at UG & PG level for Science, IT, Commerce and Arts Section a proposal for the construction of new Classrooms, Labs, Computers labs, Research lab and purchase of Generator Set has been forwarded to the Managing Committee for the sanction and construction.
13.	As per the direction of the IQAC every teacher agreed to write minimum two papers in UGC journal and present at least two papers in National Level Seminar/Conference and organize and participate in the maximum number of Workshops/Conferences/Seminars/Faculty Development Programmes and also take up Minor/Major Research Projects in order to improve the academic & research atmosphere of the college.
14.	<p>In order to groom the students in a holistic manner and bring out their hidden talent in different fields like Theater, Dances, Debate, Declamation, Music Items etc a talent hunt competition was organized in the campus so as to bring out the best students for participating in the various competition at Zonal, Inter Zonal, National, International levels. The Principal also informed that the college has hired professionals to train the students in their latent talent.</p> <p>State level sports trials for the different games like Kho-Kho, Kabadi, Boxing, Tug of War and other games were conducted to shortlist the students for the final admission in the college so that they can represent the college at the different level.</p>

15.	For the preservation of the Eco Friendly Environments all the Departments of the college and all the students have been involved to maintain the Eco Friendly Environment in the campus. It is executed in the form of installation of solar plant, segregation of waste, plastic free campus and massive tree plantation. Rain water harvesting unit to be setup, vermin composting to be undertaken.
16.	Various measures have been taken to check the classroom furniture for any damage and repair, fans and lights.
17.	An amount of Rupees 5,00,000/- has been sanctioned for the strengthening of the Library which will include latest software, Books, Journals, digital library, E-books for the various Departments.
18.	DSCW observes that it has been the basic necessity for every student to ensure whether proper education is delivered or not and which can only be ensured is through feedback mechanism from the stakeholders which includes students, parents and alumnae. All the heads of the departments submitted the duly filled feedback forms to the IQAC committee. The students have to tick mark in the box that contains excellent, very good, good, satisfactory, poor which evaluates the performance of the lecturers.
19.	In order to strengthen Career Guidance Cell the different experts/ councilors from the different walks of industries, education, MNC's and placement agencies are contacted and invited to give exposure to the students regarding their future prospects and available job opportunities for them after the completion of their higher education in DSCW.
20.	As per the decision taken by the IQAC all of the Departments have formed their peer review committee consisting of top most academicians in their respective field/subjects from the various universities. The Departments submit their annual progress report to the review committee for which the peer review committee after assessing the progress report gives its suggestions for the further improvement in the their respective Departments.
21.	The college adopted various new innovative methods for enhancing the visibility of the activities through wide media coverage and other publicity mechanism like using the college Facebook, WhatsApp and use of the electronic media and also through the distribution of pamphlets etc.
22.	With the introduction of the new courses the IQAC members expressed that there is the dire need for the up-gradation of the new technology in the form

	of internet access, computers, new equipment, like hardware etc. all the member appreciated and approved this efforts.
23.	To prepare the students to appear before the interview board, the Skill Development Department has taken the responsibility to conduct the workshops and organize the seminars for the overall development of the personality so as to make them prepared to appear before the interview panel.
24.	As per the proposal of the IQAC all the Departments informed the IQAC that they have formed various clubs and societies of their respective Departments with the view of upgrading the holistic knowledge of the students. The clubs and societies like Botanical Garden Club, The Memoirs, The Chronicle, The Vogue, Punjabi Virsa (Teeji Aakh), Abhilasha Sangathan, C.V. Raman Society, Merchandising Circle, Philosophical Society; Critique were formed and they are working efficiently to chisel the students. The members also emphasized on the promotion of Punjabi Culture.
25.	The placement cell informed the IQAC that for giving maximum exposure to the students of commerce, IT and skilled courses. The respective Departments have signed MOU's with the various industries of National and International repute for the training and placement of the students.
26.	Keeping in view the changing trends in the education system the college has already established four smart classrooms for facilitating the quality learning. But the proposal was put forth by the members of IQAC to get more such smart classrooms constructed.
27.	For the up-gradation of their knowledge all the faculty members are encouraged to actively participate in the various University bodies like Board of Studies, Senate, Syndicate etc.
28.	The Principal invited suggestion from the IQAC members for the successful organization of Panjab University's 56 th Zonal Youth & Heritage Festival.
29.	It has been decided to give financial aid in the form of free education, free books, free hostel facilities, free food to the outstanding students in the field of sports and academics. It has also been decided to give maximum exposure to the SC, BC and OBC students regarding the scholarship scheme promoted by the government so as the maximum students can make use of this scheme.
30.	The IQAC Chairperson formed a research committee consisting of a

	Chairman (Principal), a coordinator and the members drawn from Research Institutes and Industries; representative members involved in research from each department, selected senior retired faculties and few research students. The committee will meets periodically to take steps, suggest ways and monitor Research activities.
31.	Seed money of Rs.10,00,000/- has been sanctioned by the college management for the purchasing latest equipment, software, books and Journals for the promotion of the research. The various research programmes were discussed in the meeting of the IQAC.
32.	To promote the research aptitude among the students it has been unanimously resolved that all the Departments bring out the research journal of the students of their respective Departments so as to make the students aware about the research methodology at graduation and post graduation levels.
33.	It has been unanimously resolved to conduct the bridge courses for the slow learners and also special attention be given to the advanced learners who are extraordinarily brilliant in their studies.
34.	In order to provide the clean water to the students and the faculty a new RO has been installed in the main campus of the college.
35.	Special meeting of all the head of the Departments be organized to review the strength and weakness of the college as written in the report of NAAC Peer committee.
36.	The examination committee put before the IQAC about the qualitative and quantities performance of the students in the university examination and informed 617 students were merit positions, 1295 Students were 1 st positions, 696 students were 2 nd positions and 26 students were 3 rd positions. The IQAC highly applauded the brilliant performance of the students in the academic.

The meeting concluded, with the chairperson thanking all the members for their active participation.

Name : Dr. Anju Gupta
Signature of the Coordinator, IQAC

Name : Dr. Madhu Prashar,
Signature of the Chairperson, IQAC

Proceeding of the meeting of the IQAC committee meeting held on 08.10.2014 at 2.00 pm in the office of IQAC.

A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozpur City) was held on 08.10.2014 at 02.00 pm under the chairmanship of Dr. Mrs. Madhu Prashar, Principal in the office of IQAC. The following member were present –

Name	Nominee As	Category
Dr.(Mrs.)Madhu Prashar	Chairperson	Head
Dr.(Mrs.)Anju Gupta	Coordinator/ Member Secretary	Senior Faculty
Mr.S.S.Sandhu	Members	(a) Senior Faculty/HODs
Mr.K.K.Prinja		
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Mr. Shiv Sethi		
Dr. Manish		
Mr. Nishant Juneja		
Mr.Vijay Arora	Members	(c) Managerial Staff
Mr. Harvinder Ghai		
Ms. Jasmeet Kaur	Members	(d) Student Representatives
Ms. Dipinder Kaur		
Sh.M.R.Manchanda	Member	Nominee of Local Society

AGENDA

The following agenda was discussed on the basis of which the academic audit of the respective departments will be conducted.

1. Confirmation of the minutes of the previous meeting.
2. Encouragement to the students for joining coaching classes for the competitive exams.
3. Arrangement of industry institute interaction
4. Bridge courses for the newly admitted first year students
5. Remedial classes for the slow learners
6. Arranging internship training for the students perusing technical courses in various industries
7. Tree Plantation drive
8. Feedback on the development of curriculum by the University
9. Short term workshops in spoken English to strengthen the communicative skill of the teachers
10. Regular assessment and evaluation
11. Examination reforms implemented
12. Active participation in the community services
13. To adopt computer based teaching learning in the Department of Mathematics
14. To encourage the students to participate in the College, University, State and National level cultural and sports events.
15. Congratulating the Principal on the conferment of National Award
16. Congratulating the staff members on having been awarded with Ph.D. Degree and encouraging the others to pursue the doctoral research.
17. To establish linkage with the multination companies for the campus placement drive.
18. Training programmes/ capacity building sessions for the faculty and non-teaching staff, creation of an efficient and smooth functioning of the respective offices.
19. Students' grievance redressal cell

Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 08.10.2014 at 2.00 pm in the office of IQAC.

1.	The minutes of the previous meeting were read out and confirmed by all the members. Discussion was held on the resolutions made in the last meeting.
2.	The IQAC members encouraged the students to appear for competitive exams by providing UGC sponsored coaching for Banking, NET, SET etc. As reported to the IQAC cell by the placement cell 150 students attended the classes from the various streams of the courses.
3.	Consistent efforts are being made to strengthen the bond between industry and college. Various industry professionals are invited from time to time for workshops and seminars which gives them an insight to the existing curriculum and the need for curriculum revisions. Industry visits have helped in understanding the recent industrial trends which further contributed in the curriculum revisions.
4.	As reported by the Heads of the Departments to the IQAC coordinator that almost all the departments offered one bridge course for 1 st year students who have entered in the higher education for the first time to offer attention to what they are going to study as a course work.
5.	As reported by the head of the departments almost all the departments keeping in view that the backwardness of the border area had organized remedial classes for slow learners so that they should be at par with the main stream line of the students.
6.	DSCW has arranged internship training for the students pursuing B.Com., M.Com., M.SC. (IT), BCA, Fashion Designing, Beauty and Wellness in different companies like Sportking, Verdman, Ludhiana Stock Exchange, SBI Mutual Fund, Oriental Bank of Commerce, Bebo Technical Education Service Pvt. Ltd., NIIT, Piford Technologies, Techsquare Solution Pvt. Ltd.
7.	As reported by the environment cell of the college that the college took up the issues of environment and green campus project by creating awareness of clean and sustainable environment amongst the students. The college got solar lights installed in the campus. The planning for utilizing the waste product from the plants in the college premises was done with the creation of source of manure for plants. The Science department conducted green audit of its premises and declared the science block as a plastic free zone. A site of the college ground has been developed for water harvesting. Each project was

	discussed and appreciated by the IQAC members in the meeting.
8.	The principal reported to the IQAC members that 04 members of the faculty were nominated by the University on the board of studies who constructively contributed for the change of the curriculum as per the requirement of the day.
9.	The IQAC coordinator informed the cell that a seven day workshop on spoken English was organized by HOD department of Functional English Mr. Shiv Sethi to strengthen the communicative skills of the teacher of all Departments. More than 100 teachers participated in the workshop.
10.	The Heads of the departments submitted the three months reports to the IQAC of their assessment and evaluation of all the projects, assignments, class tests, midterm exams of the students which were done periodically by the faculty members.
11.	The examination committee submitted their reports regarding the new innovative methods involved for the reforms of the examination and informed that this year maximum tests in the form of short term class test, verbal, non verbal, three hours tests, class tests, home assignments were taken and care.
12.	The DSCW Community Cell submitted a report to IQAC in which they have informed that they had organized so many community services like Road Safety awareness events by organizing-Skits and Walkathons and Cycle rallies. AIDS awareness through the RED RIBBON CLUB besides the scheduled programmes. The efforts were praised by the IQAC and a discussion for having more innovative methods in this direction was held.
13.	The department of Mathematics informed the IQAC that they have implemented a very innovative methodology by introducing the latest Mathematica software to update the knowledge of the students.
14	The Department of Youth Welfare and Central Association organized a three day workshop to chisel the hidden potential of the students and showcase their latent talents in them in them about Music, Theater, Dance, Fine Arts Literary items etc. Sports trials for the different games like Kho-Kho, Kabadi, Boxing, Tug of War and other games were conducted to shortlist the students for the final admission in the college.
15.	The IQAC members congratulated Dr. Madhu Prashar, Principal on the occasion of Women's Day, Dr. Madhu Prashar was conferred with the prestigious Mahila Samman Award by the Women & Child Development Ministry, Govt. of India for her outstanding contributions in the field of education and social work.

16.	The IQAC member congratulated the staff members who were awarded with Ph.D. degree and the cell give a advised to encourage the other members to pursue their research work and get enrolled for the Ph.D. degree.																				
17.	The placement cell informed the IQAC cell that to promote the vocational skilled oriented courses at UG & PG level. They have established a strong linkage with the multinational companies of international repute for holding campus placement drives like Wipro, Daksh, INFOSIS, IBM Concentric, Accentore, CS Infotech.																				
18.	The counseling cell informed the IQAC that to chalk out an effective mechanism for bringing the latest technology, introduction of the new software, training programmes/ capacity building sessions were conducted for faculty and non-teaching staff.																				
19.	<p>The students lodged their grievances in the prescribed form available from the Dean College Development. The students submitted the duly filled form to the incharge of the grievances cell. The incharge in turn intimated the matter to the committee members for the necessary action. Final report based on the grievances received and resolved is submitted to the Principal and further course of action decided is intimated to the students.</p> <p>The Composition of the grievance cell is as follows:-</p> <table border="1"> <thead> <tr> <th>Sr. No,</th> <th>Name</th> <th>Designation</th> <th>Contact No.</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Dr.Madhu Prashar</td> <td>Principal</td> <td>98152-18855</td> </tr> <tr> <td>2.</td> <td>Er. Prateek Prashar</td> <td>Dean College Development</td> <td>98151-88529</td> </tr> <tr> <td>3.</td> <td>Dr. Anju Gupta</td> <td>Associate Professor</td> <td>98150-46292</td> </tr> <tr> <td>4.</td> <td>Ms. Rabia</td> <td>Assistant Professor</td> <td>89686-05011</td> </tr> </tbody> </table>	Sr. No,	Name	Designation	Contact No.	1.	Dr.Madhu Prashar	Principal	98152-18855	2.	Er. Prateek Prashar	Dean College Development	98151-88529	3.	Dr. Anju Gupta	Associate Professor	98150-46292	4.	Ms. Rabia	Assistant Professor	89686-05011
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4.	Ms. Rabia	Assistant Professor	89686-05011																		

The meeting concluded, with the Chairperson thanking all the members for their active participations.

Name : Dr. Anju Gupta
Signature of the Coordinator, IQAC

Name : Dr. Madhu Prashar,
Signature of the Chairperson, IQAC

Proceeding of the meeting of the IQAC committee meeting held on 16.01.2015 at 3.00 pm in the office of IQAC.

A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozepur City) was held on 16.01.2015 at 03.00 pm under the chairmanship of Dr. Mrs. Madhu Prashar, Principal in the office of IQAC. The following member were present –

Name	Nominee As	Category
Dr.(Mrs.)Madhu Prashar	Chairperson	Head
Dr.(Mrs.)Anju Gupta	Coordinator/ Member Secretary	Senior Faculty
Mr.S.S.Sandhu	Members	(a) Senior Faculty/HODs
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Mr.Vijay Arora	Members	(c) Managerial Staff
Mr. Harvinder Ghai		
Ms. Jasmeet Kaur	Members	(d) Student Representatives
Ms. Dipinder Kaur		
Sh.M.R.Manchanda	Member	Nominee of Local Society

AGENDA

The following agenda was discussed on the basis of which the academic audit of the respective departments will be conducted.

1. Confirmation of the minutes of the previous meeting.
2. Submission of the various progress reports from July to December to the IQAC.
3. To promote research culture with the publication and presentation of research papers.
4. Presentation of the results of the cultural activities
5. Presentation of the results of the Sports activities
6. To encourage all the Departments to conduct Seminars/Workshops/Public Lectures.
7. Increase in the infrastructure facilities
8. Establishment of ICT Based campus
9. Promotion of moral and ethical values
10. Organizing a skill enhancement programmes
11. Spreading awareness about the entrepreneurs
12. Organizing personality development courses
13. Holding workshop on health and gender issues to apprise women of their rights by the department of Philosophy.
14. To setup a botanical garden
15. Regarding Internal Evaluation
16. Regarding Educational Tours
17. Seeking feedback from the alumnae

Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 16.01.2015 at 3.00 pm in the office of IQAC.

1.	The minutes of the previous meeting were read out and confirmed.
2.	As per the notice issued by the chairperson of the IQAC all the heads of the departments submitted their six months detailed progress report of their activities. The detailed progress report of the various departments were read out and suggestion were given to further strengthen their departments by introducing more innovations, new technology, new methodology and also research to be incorporated in their teaching methodology. The Principal appreciated the brilliant work conducted by almost all the departments.
3.	As per the information submitted to IQAC by the heads of the various departments that 43 faculty members presented their papers in National/International Seminars/ Conferences and 49 faculty members got their research papers published and authored 15 Books. Their efforts were appreciated by the IQAC and it was unanimously decided to promote more research culture in the college campus.
4.	The Youth Welfare incharge Mrs. Palwinder Kaur submitted a report of outstanding achievements at Zonal, Inter Zonal, National and International platform. The IQAC highly applauded the highest achievements of getting overall trophy at the Zonal and also winning the Panjab University Vice Chancellor Trophy at the Inter Zonal level. The students also participated at Red Fort New Delhi
5.	The Head of the sports department presented the report of the achievements in the area of sports to the IQAC. He informed that the college has won Panjab University championship in Kabaddi and Wrestling.
6.	With the encouragement of IQAC all the departments organized in total 89 seminars, 18 workshops and 08 Public lectures to strengthen the academic atmosphere in the college.
7.	Keeping in view the increase in the number of the resident students, 52 rooms have been added to the girls hostel (Indira Gandhi Hostel) with the UGC grant Rs.75,00,000/-. The renovation of the classrooms and hostel was also chalked out.
8.	The college has developed ICT based campus. It has become the internal part of the UG & PG Courses. The initiative was lauded by the IQAC

	members. The initiative was applauded by the IQAC members.
9.	<p>The NSS coordinator submitted the report to the IQAC informing that the NSS cell helped the students to inculcate their social responsibility towards the society moral values and further spread them in the society by lending a helping hand to financially weaker section of the society as well as to people affected by the natural climate. The cell adopted 01 villages Noorpur Sethan and organized 10 day camp in that village.</p> <p>The NSS cell of the college organized workshops/ programmes/ seminars to raise the awareness about the issues related to environment. A massive tree plantation drive has been launched in the three avenues in different parts of the city. Under the aegis of NSS and NCC the college has been declared no plastic zone and the students keep helping in implementing the same. Students regularly visit the Mother Teresa home, orphanage, Blind home and lepers' home. NSS & NCC cell distribute clothes, food, home articles, utensils and books to the poor students. The details of all these projects were placed before the IQAC.</p>
10.	Under the skill development programme, the department of home science conducted a seven day workshop on housekeeping skills and as an inter-disciplinary workshop. Students from mathematics, physics, chemistry, botany and zoology attended the workshop and benefitted by the skills.
11.	Awareness about startups and entrepreneurs is spread among students through the Entrepreneurship Development Cell (EDC) of the college. Students have been informed about the various schemes being offered by government to start with own business ventures. Students are encouraged to come up with various business ideas and how to implement those ideas in reality.
12.	The placement cell conducted a workshop on personality development for imbining for professional skills among the students who were to take part in the campus placement.
13.	The IQAC organized a workshop on health and gender issues to apprise women of their rights and also sought their opinion on several issues effecting or having impact on women directly or indirectly. A scrap book project on gender issue was prepared by the students to sensitize and encourage the students to read current newspaper and magazines.
14.	The Botany Department informed the IQAC about the setup a botanical garden in which around about 200 medicinal, useful and herbal plants were

	planted to educate the students about the different species of the useful plants. The proposal was fully recognized and appreciated by the IQAC.
15.	The examination committee informed the IQAC that to strengthen the students knowledge, internal evaluation is conducted by means of regular unit test, Sectional Test, Assignment Programme, terminal examination and preliminary examination as well as regular classroom assessment programmes.
16.	The different departments of the college organized educational trips to the places like Agra, Jaipur, Dheradoon, Masoori, and so many places to make the students aware about the historical importance of those places. The science students visited the places related to their field to get wider practical exposure of their subject.
17.	The feedback form filled up by Alumnae gave a lot of awareness about the introduction of the new subjects required, their future prospects and how we can strengthen our college at the global system of the education.

The meeting concluded, with the chairperson thanking all the members for their active participations.

Name : Dr. Anju Gupta
Signature of the Coordinator, IQAC

Name : Dr. Madhu Prashar,
Signature of the Chairperson, IQAC

Proceeding of the meeting of the IQAC committee meeting held on 17.04.2015 at 2.00 pm in the office of IQAC.

A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozepur City) was held on 17.01.2015 at 03.00 pm under the chairmanship of Dr. Mrs. Madhu Prashar, Principal in the office of IQAC. The following member were present –

Name	Nominee As	Category
Dr.(Mrs.)Madhu Prashar	Chairperson	Head
Dr.(Mrs.)Anju Gupta	Coordinator/ Member Secretary	Senior Faculty
Mr.S.S.Sandhu	Members	(a) Senior Faculty/HODs
Mr.K.K.Prinja		
Mrs.Nisha		
Er. Prateek Prashar	Members	(b) Teachers
Mrs. Sunita Khanna		
Dr.(Mrs.)Suman Sharma		
Dr.(Mrs.)Vandana Gupta		
Dr.Ambuj Sharma		
Mr. Shiv Sethi		
Dr. Manish		
Mr. Nishant Juneja		
Mr.Vijay Arora	Members	(c) Managerial Staff
Mr. Harvinder Ghai		
Ms. Jasmeet Kaur	Members	(d) Student Representatives
Ms. Dipinder Kaur		
Sh.M.R.Manchanda	Member	Nominee of Local Society

AGENDA

The following agenda was discussed on the basis of which the academic audit of the respective departments will be conducted.

1. Confirmation of the minutes of the previous meeting.
2. Seeking feedback from the students
3. Women's day celebration
4. Tree Plantation drive
5. Regarding college publicity
6. Use of the differently colored bins
7. Organizing Fashion Show
8. Discussion about learning needs for advanced learners
9. Encouraging research and consultancy services
10. Organizing Faculty development programme
11. Addition in new technology and facilities
12. Inviting experts for lectures
13. Discussion about the organized seminars/conferences/workshops
14. Holding IQAC workshop on ICT
15. Discussion about IQAC workshop on API scores
16. Promoting Industry student linkage
17. Information regarding new Minor and Major Projects
18. Promotion of Value Based Programs
19. Consultancy services
20. Report presented by the Counseling cell
21. Activities initiated by the Training and placement cell
22. Resolution of the Grievances by Grievance Redressal Cell
23. Regarding Sports Achievements

Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 17.04.2015 at 2.00 pm in the office of IQAC.	
1.	The minutes of the previous meeting were read out and confirmed.
2.	DSCW observe that it has been basic necessity for every student to ensure that whether proper education is delivered or not and there is only one way by taking feedback from the stakeholders which includes students, parents, alumnae's. All of the heads of the departments submitted the duly filled feedback forms to the IQAC committee. The students have to choose from excellent, very good, good, satisfactory, poor which evaluates the performance of the lecturers and the committee after going through the summary access the faculty performance.
3.	The women cell informed IQAC that on the occasion of Women's day celebration that was on 08 th March. Experts from the various fields spoke on health issues, political rights of women, nutritious food, contribution of women in literature, health & hygiene. A panel discussion by the students on women issues was an eye opening. Gender issues and issues of social relevance were also addressed through street plays, workshops and poster exhibition.
4.	The environment cell informed the IQAC about the initiatives taken by them on the issues of environment and green campus with the objective of creating awareness about clean and sustainable environment amongst the students. The cell planted 500 plants in the city to make it more green and pollution free.
5.	The new ways about effective publicity for the admission for the next session were chalked out in the meeting of IQAC through college website, advertisement in the daily newspaper, through social networking, alumnae networks, newspapers, career guiding camps so as to ensure that whole of the Punjab should be aware about the number of courses, infrastructure, sports, and academic result of the college before sending their wards for the admission.
6.	In order to segregate the college waste the college has separated different colored dustbin for the collection of the different type of waste.
7.	By the initiative of the IQAC the Fine Arts Department organized a fashion show on International Forest Day on the theme Save Environment. A group of around 30 students designed more than 100 environmental friendly bags carrying a social message related to environment protection.
8.	To encourage the project based learning process beyond the curriculum the commerce, IT, Science, History, Political Science and Philosophy Departments

	organized several rounds of group discussion to prepare the students for competitive courses/exams.
9.	The IQAC regulated research committee to felicitate and publish research work. Every department of the college published in-house student's journals for the promotion of the research activities among the students.
10.	The IQAC organized seven day faculty development programme in collaboration with the Philosophy Department in which various expert from the various departments of the university were invited.
11.	To meet the challenges of education the college had added necessary hardware and software to equip more classrooms and laboratories with ICT facilities like Desktop computers, laptops, portable audio system, LCD projectors and screens and also updated computer facilities that include access to the internet.
12.	45 numbers of renowned personalities from all walks of like scientists, consultants, businessman, writers, fashion designers, entrepreneurs were invited in the college to interact the students for the up gradation of knowledge in which the IQAC took the initiative and got the events organized.
13.	The coordinator of the IQAC informs the members that the various departments have organized 118 numbers of Seminar/Conference/Workshop for the staff & students with the view of refurbishing their knowledge. The initiative was appreciated by the members.
14.	The IQAC organized a two day workshop on ICT on the theme giving ICT knowledge to all the teaching and Non-teaching faculty so as to make them more competent in their work scenario.
15.	The IQAC organized a two day workshop on API scores to make every faculty aware of what does API score mean so as to see their strength and weakness in making their API score which is being required for appearing in the interview and also for the promotion of the lecturers into the different scales.
16.	To give the exposure to the M.Sc. Cosmetology students an industry trip was organized to New Delhi to make the students aware of the latest knowledge of in the field of beauty and technology. The industry experts from cosmetology industry shared their experiences which helped the faculty in understanding the needs of the industry, especially the cosmetic industry. It facilitated the placement of the students.
17.	The research committee under IQAC consisting various members informed all the heads of the departments about the different projects from DST and UGC. The information on minor and major projects was also given to the

	teachers for the enrichment of the research.
18.	College endeavors to take up value based programmes and sensitize the students and community through stage acts, documentaries and Nukkad Natak. Major issues undertaken includes saving girl child, illiteracy, drug addiction etc.
19.	The departments of cosmetology & health care, the fashion designing and the home science gave consultancy services to various boutiques, dermatologist clinics etc.
20.	The counseling cell informed IQAC that on an average 300 to 400 students were counselled this year. A wide range of issues exam phobia, sexual matters to suicidal tendencies, career counseling, sexual harassment by family members, inter personal relational-ship, premarital counseling have been integrated.
21.	The Training and placement cell organized pre placement and placement activities which included guest lecturers for the core subjects. The cell organized mock/practice test for testing general aptitude, resume writing, process for appearing an interview, career guidance in various field, higher education in India and Abroad as well as technical aspects of the students.
22.	The grievances cell submitted a report to the IQAC that suggestion boxes were installed at prominent location in the campus to deposit the complaints/ request/ suggestion. After getting all the grievances from the students the IQAC organized a meeting in which the grievances of the students were resolved.
23.	The Head of the sports department presented the report of the achievements in the area of sports to the IQAC. He informed that 63 students participated in state/University games and 10 students participated in National games like Kabaddi National Style, Boxing, Kho-Kho, Taekwondo, Wrestling, Judo, Athletics. He proudly shared in the meeting that 62 awards at state/university level and 12 national awards at national level have been bagged by our players.

The meeting concluded, with the chairman thanks all the members for their active participation.

Name : Dr. Anju Gupta
Signature of the Coordinator, IQAC

Name : Dr. Madhu Prashar,
Signature of the Chairperson, IQAC