

**Proceeding of the meeting of the IQAC committee meeting held on 03.07.2015 at 1.00 pm in the office of the IQAC.**

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A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozepur City) was held on 03.07.2015 at 01.00 pm under the chairmanship of Dr. Mrs. Madhu Prashar, Principal in the office of the 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
Dr. Rajinder Sharma	Member	Nominee of Local Society
Mr.S.S.Sandhu	Members	(a)
Mr.K.K.Prinja		Senior Faculty/HODs
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)
Mr. Harvinder Ghai		Managerial Staff
Ms. Ramanpreet Kaur	Members	(d)
Ms. Shifali		Student Representatives

## **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. To make preparation for the Academic calendar for the upcoming session i.e. begins in July 2015.
4. Establishment of Deen Dayal Upadhyia Kaushal Kendra
5. Discussion about the submission of Status of Autonomy proposal
6. Encouraging the faculty to participate in International Conferences being organized Overseas
7. Establishment of New Fashion Designing Lab for B.Voc. students (2015-16)
8. Construction of a new Computer Lab. for B.Voc. students (2015-16)
9. To encourage various departments to apply for major and minor projects.
10. Formation of Research Committee
11. Initiatives taken for maintenance of daily diary
12. To organize the Induction lectures for the students and for the teachers.
13. Community services
14. To strengthen the Library
15. Eco Friendly Environments
16. Co-curricular and sports activities
17. Financial aid to the students
18. Seed money for the promotion of Research
19. To encourage various clubs of the college to conduct activities with considerable participation from the students.
20. Strengthening Industry Academic Link
21. Establishment of Career Guidance Cell
22. To introduce a system of academic review and maintain high academic standards.
23. Regarding adopting new publicity mechanism for increasing visibility of the Institution.
24. Technological up-gradation
25. Presentation of the Academic Results

**Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 03.07.2015 at 2.00 pm in the office of the IQAC.**

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.	Every department has submitted its detailed academic and activity calendar including the details of the distribution of teaching days, faculty members' profile, visiting faculty, teaching methodology etc. to the coordinator IQAC as per the notice circulated for the coming session 2014-15 (Annexure attached).
4.	The Principal informed the IQAC member in its meeting that DSCW was the only college out of 800 colleges in India under Panjab University to get the approval to start four B.Voc. courses in the subjects of Global Professionals in Beauty and Aesthetics, Textile & Fashion Technology, Hospital Administration & Management, Software Development with the grant of 4.65 crore under Deen Dayal Upadhy Kaushal Kendra scheme of UGC. The IQAC members congratulated the Principal for this grand success.
5.	Before submitting the Autonomous proposal Dr. Madhu Prashar visited many best autonomous colleges in Maharashtra and Bangalore. She shared her experiences with the members of the IQAC in its meeting. And after having discussion with the Chairperson, the IQAC unanimously resolved to submit the autonomous college proposal to UGC.
6.	In its meeting the IQAC chairperson informed all of its members that Dr. Vandana Gupta, Associate Professor from Home Science participated in an international conference on sustainable development 2014 at Ryerson University, Toronto, Canada. And her research paper entitled-"Capacity of Building requirement for sustainable human resource development" was also published in OIDA international journal of sustainable development, Vol.07, No.06, PP 69-78. The members appreciated the achievement of Dr. Vandana Gupta and the chairperson also motivated the other staff members to participate in such international conferences overseas.

7.	The IQAC chairman happily informed the members that a new Fashion Designing Lab has been constructed for B.Voc. students by spending 23 lakhs under Deen Dayal Upadhy Kaushal Kendra Scheme.
8.	The IQAC Chairman also shared with the members of the IQAC that a new Computer Lab. has been constructed for B.Voc. in Software Designing with the purchase of new computers and the college has also added new infrastructure of worth rupees 50 lakhs under Deen Dayal Upadhy Kaushal Kendra Scheme.
9.	With the motivation of IQAC 'the various faculty members had submitted 13 Major/Minor projects under UGC XII Plan period. They were appreciated by the chairperson and the members of the IQAC for strengthening the research culture in the college.
10.	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 meet periodically to take steps, suggest ways and monitor Research activities.
11.	A 180-day teaching calendar, which was to be circulated among the faculty members, was prepared in accordance with the IQAC's initiative to maintain the daily diary.
12.	After the admission, the students were made aware of the different open doors accessible to them in the first week of August and were informed of the availability of the new courses and their placements as per the amicable decision of the IQAC, the induction programme for B.A./ B.Sc./ B.Com./ B.C.A./ M.A./M.Sc. Part I. The students have also been informed about the rules and regulations of the college and the discipline and how they can make the most ideal utilization of all the facilities provided by the college.
13.	To infuse social consciousness among the students, the various cells like NCC, NSS, Youth Club, Central Association, Community Department are formed and the majority of the students are involved 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.
14.	In order to strengthen the library, which will include the latest software, books, journals, digital libraries, e- books for the various departments, an

	amount of Rupees 5,00,000/- has been approved.
15.	Various activities like the installation of solar plant, segregation of waste, plastic free campus and massive tree plantation along with the set up of Rain water harvesting and vermin composting units have been worked out by all the students to maintain the Eco Friendly Environment in the campus.
16.	<p>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 with the end goal to prepare the students in a comprehensive way and draw out their shrouded abilities in various fields like Theater, Dances, Debate, Declamation, Music Items and so forth. To meet the end, experts had been employed to prepare the students and draw out their inert ability.</p> <p>In order to make the students to represent the college, 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.</p>
17.	It has been chosen to give financial aids guide as free education, free books, free hostel facilities, free food to the exceptional students in the field of games and scholastics. It has likewise been chosen to give most extreme introduction to the SC, BC and OBC students with respect to the scholarship scheme advanced by the government so as the greatest students can make utilization of this plan.
18.	Seed money of Rs.10,00,000/- has been sanctioned by the college management for purchasing the latest equipment, software, books and Journals for the promotion of the research. The various research programmes were discussed in the meeting of the IQAC.
19.	In accordance with the IQAC proposal, all departments informed the IQAC of the formation of their various clubs and societies in order to improve the students ' holistic knowledge. Clubs and societies such as the Botanical Garden Club, The Memoirs, The Chronicle, The Vogue, Punjabi Virsa, Abhilasha Sangathan, C.V. Raman Society, Merchandising Circle, Philosophical Society; criticism were formed and students are effectively chiseling. The members highlighted the promotion of Punjabi culture.
20.	The placement cell educated the IQAC about giving the most extreme presentation to the students of trade, IT and talented courses. The particular Departments have marked MOU's with the different enterprises

	of National and International notoriety for the preparation and arrangement of the students.
21.	When the higher education of the students of DSCW is completed, experts/ councilors are invited from the various walks of industries, education, MNC's and placement agencies for giving the students several job opportunities and making them know their possible future prospects.
22.	According to the choice taken by the IQAC the majority of the Departments have framed their associate survey board of trustees comprising of the best academicians in their separate fields/subjects from the different colleges. The Departments presented their advancement answer to the review committee, after which they get recommendations for the further enhancement in their particular Departments.
23.	The college has experimented numerous new innovative ways for the enhancement of the visibility of the activities through wide media coverage and alternative content mechanism like using the Facebook, WhatsApp and other electronic media and additionally through the distribution of pamphlets etc.
24.	With the presentation of the new courses the IQAC individuals communicated that there's the desperate need for the up-gradation of the new innovation inside the assortment of net access, PCs, new instrumentation, similar to equipment and so forth all the members valued and endorsed the endeavors.
25.	The examination committee put before the IQAC about the qualitative and quantities performance of the students in the university examination and informed that 1046 students were merit holders, 1307 Students secured 1 <sup>st</sup> position, 405 students secured 2 <sup>nd</sup> position and 16 students secured 3 <sup>rd</sup> position. 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 11.10.2015 at 2.00 pm in the Office of the IQAC.**

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A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozepur City) was held on 11.10.2015 at 02.00 pm under the chairmanship of Dr. Mrs. Madhu Prashar, Principal in the office of the 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
Dr. Rajinder Sharma	Member	Nominee of Local Society
Mr.S.S.Sandhu	Members	(a)
Mr.K.K.Prinja		Senior Faculty/HODs
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	Members	(c)
Mr.Vijay Arora		Managerial Staff
Mr. Harvinder Ghai	Members	(d) Student Representatives
Ms. Ramanpreet Kaur		
Ms. Shifali		

## **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. Bridge courses for the newly admitted first year students
4. Remedial classes for the slow learners
5. A new Cosmetology Lab has been constructed for B.Voc. students
6. The latest system installed in Physics, Chemistry, Botany, Zoology laboratories
7. Purchase equipments for science department
8. Tree Plantation drive
9. Feedback on the development of curriculum by the University
10. Short term workshops in spoken English to strengthen the communicative skill of the teachers
11. Regular assessment and evaluation
12. Examination reforms implemented
13. Active participation in the community services
14. Sports Achievements
15. Congratulating the staff members on having been awarded with Ph.D. Degree and encouraging the others to pursue the doctoral research.
16. To establish linkage with the multination companies for the campus placement drive.
17. Training programmes/ capacity building sessions for the faculty and non-teaching staff, creation of an efficient and smooth functioning of the respective offices.
18. Students' grievance redressal cell

**Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 11.10.2014 at 2.00 pm in the Office of the IQAC.**

1.	The minutes of the previous meeting were read out and confirmed.
2.	In order to cater to the dire need of the competitive professionals, there are several UGC sponsored classes for Banking, NET, SET and so forth So, in this regard, the IQAC members guided and motivated the students of the different surges of the courses and therefore about 145 students attended the classes as detailed by the placement cell.
3.	The 1 <sup>st</sup> year students of higher education are offered one bridge course for the once to give them an outline of what they will contemplate as a course work, as answered to the IQAC facilitator by the Heads of Departments.
4.	Remedial classes are provided to the backward learners to improve their level to match the mainstream of the current demand as propounded by the head of the departments almost all the departments.
5.	As the college was sanctioned the grant under Deen Dayal Upadhya Kaushal Kendra Scheme it got constructed a new Cosmetology Lab for the B.Voc. students. The details of the project and the construction of the lab were shared in the meeting of the IQAC by the chairperson and the coordinator with the members.
6.	The IQAC chairperson shared in the meeting that to upgrade the infrastructure in the Science Department with the latest system in Physics, Chemistry, Botany, Zoology laboratories has been installed by spending rupees 2 crores under UGC XI plan grant.
7.	The IQAC chairperson informed the Members of IQAC that the college has purchased equipments worth rupees 20 lakhs for the Science Departments.
8.	The IQAC individuals talked about and valued the undertakings where a green campus project was initiated to bring issues to light among the students to save environment which incorporated the exercises like establishment of solar lights and the utilization of the waste product along with the creation of source of manure for plants. After that, green audit was conducted in which the science department was declared as a plastic free zone. Apart from this a site was also developed for water harvesting to save water.

9.	The important perspective exhibited to the IQAC people by the Principal that four individuals from the staff were chosen as the members of the board of studies in Panjab University to update the curriculum as per the current needs.
10.	The cell was informed by the IQAC facilitator that with the end goal to upgrade the communicative competence of the instructors, Mr. Shiv Sethi, HOD of Functional English led a seven day workshop on spoken English in which around 100 instructors partook and enhanced their communicative level.
11.	In a request to guarantee quality training, every once in a while class tests and mid-term exams were directed alongside different assignments, and the projects. And their three months reports of appraisal and assessment was put together by all the head of divisions to the IQAC.
12.	In order to improve the examination system, the examination committee presented its reports regarding the novel innovative ways including the provision of having maximum tests in the form of short term class test, verbal, non verbal, three hours tests, class tests, home assignments etc.
13.	A report was presented by the DSCW Community Cell where information regarding the organization of various community services like Road Safety awareness events by organizing-Skits and Walkathons and Cycle rallies was provided. In addition to all of this AIDS awareness programme was also organized by the RED RIBBON CLUB. The endeavors were commended by the IQAC and a dialog for having more imaginative strategies toward this path was held.
14.	A three day workshop was organized by the Department of Youth Welfare and Central Association in order to evoke and showcase the efficiency of the students in various fields such as Music, Theater, Dance, Fine Arts Literary items etc. Sports trials for the various games including Kho-Kho, Kabadi, Boxing, Tug of War and other games were conducted and the students were shortlisted for the final team.
15.	The IQAC members praised the staff members who were awarded with Ph.D. degree and the cell advised the other members and encouraged them to pursue their research work and get enrolled for the Ph.D. degree.
16	The placement cell educated the IQAC cell of the advancement of the professional skilled oriented courses at UG and PG level. They have set up a solid linkage with the worldwide organizations of global notoriety for holding campus placement drives such as Wipro, Daksh, INFOSIS, IBM Concentric, Accentore, CS Infotech.

17.	The IQAC was informed by the counseling cell that the training programmes/ capacity building sessions were conducted for the teaching and non-teaching staff in order to sketch an effective mechanism for bringing the latest technology, introduction of the new software.			
18.	The students put their complaints in the prescribed form availed by the Dean College Development. The students handed over the properly filled form to the incharge of the grievances cell. The incharge then prescribed the issue to the the committee members for the required action. The keep going report dependent on the complaints got and adjusted is submitted to the Principal and further the action plan is inferred to the students.			
	The Composition of the grievance cell is as follows:-			
	Sr. No,	Name	Designation	Contact No.
	1.	Dr.Madhu Prashar	Principal	98152-18855
	2.	Er. Prateek Prashar	Dean College Development	98151-88529
	3.	Dr. Vandana Gupta	Associate Professor	98556-14632
	4.	Dr. Pooja Prashar	Assistant Professor	98727-06064

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 15.01.2016 at 3.00 pm in the Office of the IQAC.**

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A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozpur City) was held on 15.01.2016 at 03.00 pm under the chairmanship of Dr. Mrs. Madhu Prashar, Principal in the office of the 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
Dr. Rajinder Sharma	Member	Nominee of Local Society
Mr.S.S.Sandhu	Members	(a)
Mr.K.K.Prinja		Senior Faculty/HODs
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	Members	(c)
Mr.Vijay Arora		Managerial Staff
Mr. Harvinder Ghai	Members	
Ms. Ramanpreet Kaur	Members	(d)
Ms. Shifali		Student Representatives

## **AGENDA**

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 cell.
3. To promote research culture with publication and presentation of research papers.
4. To encourage all the department to conduct Seminars/Workshops/Public Lectures.
5. Increase in the infrastructure facilities
6. Bhagat Puran Singh Award
7. ICT Based campus
8. Moral and ethical values
9. Youth Festival achievements
10. Skill enhancement programmes
11. Publication of five journals belonging to various disciplines
12. Personality development courses
13. NSS/NCC activities
14. Internal Evaluation
15. Educational Tours
16. Feedback from the alumnae
17. Results of the Sports activities

**Proceeding/ Decision/ Action Taken against the agenda for the meeting held on 15.01.2015 at 3.00 pm in the committee room of the Principal's Office.**

1.	The minutes of the previous meeting were read out and confirmed.
2.	The six months progress report of all the activities was submitted by the HODs of various disciplines as directed by the chairperson of the IQAC in the meeting where it was read out and followed by the useful suggestions such as introduction of the innovations, new technology, and new research methodologies in their teaching strategies. And this was exceptionally valued by the principal.
3.	The HODs of various disciplines informed to IQAC that 49 faculty members participated and presented their papers in the various National and International Seminars and 47 faculty members published their research papers in various reputed Journals approved by the UGC along with the publication of 19 books which was very valued and elevated by the IQAC to improve the research culture in the college.
4.	To reinforce the scholarly climate in the college, 93 seminars, 40 workshops and 12 Public lectures were organized by all the departments under the guidance of the IQAC.
5.	The Chairperson proudly informed the IQAC members that DSCW has constructed a new science block with ultra modern 06 Chemistry Labs, 04 Physics Labs., 02 Zoology Labs., 02 Botany Labs with latest furniture like Practical Tables, stacking Almirahs and other latest Equipments. There are 15 classrooms with most modern furniture, 02 Smart Classrooms, 01 research Lab and 01 separate Library for our star departments of Zoology, Chemistry, Mathematics, Botany and Physics alongwith this a classy reception, a Common Room, a Library, a Visitor Lounge grace the department with the spending of 7 crore rupees.
6.	The IQAC members congratulated Dr. Madhu Prashar for getting conferred the rarest prestigious Bhagat Puran Singh Award for 'Service to Humanity" by the Gurudwara Godri Sahib Baba Farid Society (Regd.) Faridkot for her outstanding contributions in the field of education and social works. A cash prize of rupees one lakh and a citation was given to Dr. Madhu Prashar.

7.	The ICT based campus which is an integral part of UG & PG courses was appreciated by the IQAC members.
8.	In order to inculcate social and moral obligations among the students towards the society such as helping the financially weaker segments of the society as well as supporting the people affected by the natural climate, the NSS cell organized a 10 day camp in Noorpur Sethan and its report was submitted by the NSS coordinator to the IQAC.
9.	A report on the exceptional accomplishments at the 57 <sup>th</sup> PU Zonal, Inter Zonal, National and International platforms was submitted by The Youth Welfare incharge Mrs. Palwinder Kaur in which the winning of the overall trophy at the Zonal level, the Panjab University Vice Chancellor Trophy at the Inter Zonal level and the participation of the students at the Red Fort, New Delhi were highly appreciated by the IQAC members.
10.	The department of home science organized a seven-day workshop as an inter-disciplinary workshop on housekeeping skills under the skill development programme. The workshop was attended by the students of arithmetic, material science, science, plant science and zoology and they were benefitted by it.
11.	The chairperson informed the IQAC members that the college is in process of publishing six journals (with ISBN number) with the titles like (i) Phrenic – A Journal of Social Science from the History Department; (ii) Journal of Computational Science and Technology from the Mathematics and Computer Science Departments; (iii) Adb Khoj from the Punjabi Department; (iv) Vinijya & Prabandhana DSCW's Journals of Commerce & Management from the Commerce Department; (v) Aesthetical DSCW from the Fine Arts Department and (vi) Interdisciplinary Journal of Applied Philosophy from the Department of Philosophy.
12.	A workshop on personality development was organized by the placement cell in order to absorb professional skills among the students taking part in the campus placement.
13	Various workshops, seminars and programmes were organized by the NSS cell to make the students conscious of the environment and following this, the cell has also launched a tree plantation drive in the three different parts of the city which results in making the college campus-a plastic free zone. Apart from this there was a regular visit of the students at Mother Teresa home, orphanage, Blind home and lepers' home as well as the

	distribution of clothes, food, home articles, utensils and books to the poor students by the NCC cell. The NCC and NSS cells presented all the reports to the IQAC which were highly appreciated by all its members.
14.	It was notified by the Examination panel to the IQAC that to enhance the students learning, internal assessment is directed by using the frequent unit test, Sectional Test, Assignment Programme, terminal examination and fundamental examination besides normal classroom evaluation programs.
15.	In order to make the students aware about the historical importance of the places like Agra, Jaipur, Dheradoon, Masoori, educational trips were organized by the different departments of the college. In order to learn more about their subject, the science students went to the places related to their field.
16.	Various ideas like the introduction of the new subjects required, their future prospects and how to enforce our college at the global system of the education were gathered from the feedback form filled up by Alumnae.

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 19.04.2016 at 2.00 pm in the Office of IQAC.**

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A meeting of the Internal Quality Assurance Cell (comprising internal members of Dev Samaj College for Women, Ferozepur City) was held on 19.04.2016 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
Dr. Rajinder Sharma	Member	Nominee of Local Society
Mr.S.S.Sandhu	Members	(a)
Mr.K.K.Prinja		Senior Faculty/HODs
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)
Mr. Harvinder Ghai		Managerial Staff
Ms. Ramanpreet Kaur	Members	(d)
Ms. Shifali		Student Representatives

## **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

<b>Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 19.04.2015 at 2.00 pm in the office of IQAC.</b>	
1.	The minutes of the previous meeting were read out and confirmed.
2.	DSCW adopted feedback mechanism from the stakeholders such as students, parents, and alumnae to keep up the measures of quality education and also to help the educators in making them comfortable with the new procedures to enhance their abilities and learning. All the HODs made students fill the feedback form by looking over the choices like excellent, very good, good, satisfactory, and poor with the goal that the instructors' execution can be assessed and presented the equivalent to the IQAC.
3.	Under the aegis of the IQAC, Women's Day was celebrated on 8 <sup>th</sup> March by the women cell in which various issues like health, political rights of women, nutritious food, and the contribution of women in literature were discussed and it was followed by the panel discussion of the students. Apart from this, social and gender issues were also presented by organizing the activities like the street plays, workshops and the poster exhibition.
4.	The endeavor of the environment cell i.e. the plantation of 500 plants over the city to make it green and contamination free was exceedingly acclaimed by the IQAC. Aside from this, different workshops, classes, and exchanges were likewise advanced by the cell to create awareness for the desperate need of healthy environment among the students.
5.	In order to aware general public about the existing infrastructure, various courses, as well as the academic results of the college, various means such as the use of college website, advertisement in the daily newspaper, through social networking, alumnae networks, newspapers, and career guiding camps were talked about in the IQAC meeting so that a powerful exposure can be made for the admission in the next session.
6.	The IQAC members were informed that the various sorts of dustbin have been used in the campus for various kinds of waste material to improve neatness, greenery, and to advance awareness about the waste management among the students.
7.	A fashion show was organized by the Fine Arts Department on international forest day under the direction of the IQAC in which approximately 100 environment friendly bags were made by the group of 30 students with the message to save and clean environment.

8.	Several rounds of group discussions were organized by commerce, IT, Science, History, Political Science and Philosophy Departments to encourage the project based learning process beyond the curriculum so that the students can be prepared for the various competitive exams.
9.	In-house journals were published by all the departments to publish students' research papers and promote research culture in the campus under the direction of the IQAC. A research committee was also formed to guide and support research work.
10.	A seven day faculty development programme was organized by the IQAC in a joint effort with the Philosophy department in which experts from various department shared their valuable views on the burning issues.
11.	The college has added more classrooms and laboratories with ICT facilities such as Desktop computers, laptops, portable audio system, LCD projectors and screens. Besides this, updated computer facilities with internet access were also included to upgrade the current level of education to meet the current needs.
12.	The IQAC organized the event in which more than 45 renowned professionals like scientists, consultants, businessmen, writers, fashion designers and entrepreneurs were invited to create awareness among the students about the dire needs as well as the challenges of various professions.
13.	The IQAC individuals cheered the endeavors of various departments for organizing 118 seminars and workshops for both the staff and the students with the point of view of updating their knowledge.
14.	In order to literate both teaching and the non-teaching staff of the college, a two day workshop on ICT was organized by the IQAC so that they can be more efficient in their work place.
15.	With the end goal to make the faculty members aware of their API scores required for appearing in the interviews or for the promotion at different scales, a two-day workshop on API was organized by the IQAC.
16.	In order to spread awareness of the latest changes and development in the field of beauty and technology among the students of M.Sc. Cosmetology, an industry trip to New Delhi was organized to help the students know of the most recent learning in their concerned field. The specialists from cosmetology industry shared their encounters which helped the faculty in getting the necessities of the industry, particularly the cosmetic industry. It

	encouraged the placement of the students.
17.	The research committee under the IQAC comprising different members educated every one of the heads of the departments about the distinctive projects from DST and UGC. The data on minor and significant projects was additionally given to the teachers for the advancement of the research.
18.	College makes efforts to grasp value based projects and brings issues to light among students and the community through acts, documentaries and Nukkad Natak. Extremely important issues were incorporated such as saving girl child, illiteracy, drug addiction and so on.
19.	Consultancy services were given to various boutiques, dermatologist clinics etc. by the departments of Cosmetology & Health Care, the Fashion Designing and the Home Science.
20.	The IQAC was informed by the counseling cell that 300 to 400 students were counseled this year. A great number of issues have been integrated which include exam phobia, sexual issues with suicidal tendencies, career counseling, sexual harassment by family members, interpersonal relationships, premarital counseling.
21.	Various pre placement and placement activities including guest lecturers for the core subjects, mock/practice test for testing general aptitude, resume writing, process for appearing in an interview, career guidance in various fields were organized by the Training and placement cell.
22.	The grievances cell informed the IQAC through a report about the installation of suggestion boxes at fore standing points in the campus for the submission of the complaints/ requests/ suggestions. Having gathered the relevant feedback from the students, a meeting was organized by the IQAC to settle their annoyance.
23.	The IQAC members applauded the exhaustive report submitted by the Head of the Sports Department in which it was notified that 57 students participated in state/University level games and 18 students in National games such as Kabaddi National Style, Water Sports (Rowing), Boxing, Kho-Kho, Taekwondo, Wrestling, Judo and Athletics won 69 awards at state/university level and 18 awards at national level.

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