

Proceedings of the meeting of the IQAC committee meeting held on 08.08.2020 at 10.00 am 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 08.08.2020 at 10.00 pm under the chairmanship of Dr. Sangeeta, Officiating Principal in the office of IQAC followed with COVID restrictions.

The following member were present –

1	Dr. Sangeeta (Chairperson)
2	Shri Ajay Batta (Member from Management)
3	Dr. Nishant Juneja (Coordinator)
4	Mrs. Kanika Sachdeva, Head Department of Cosmetology
5	Mrs. Sapna, Faculty, Department of English
6	Dr. Vandana Gupta, Head Department of Home Science
7	Dr. Sanya Gill, Head Department of HAM
8	Dr. Ramneek Kaur, Department of Zoology
9	Dr. Manish Kumar, Head Department of Botany
10	Dr. Harleen Kaur, Department of Chemistry
11	Dr. Asha Rani, Department of Physics
12	Dr. Rukinder Kaur, Head Department of Political Science
13	Mr. B.S. Dogra – Administrative Official
14	Mr. Harvinder Ghai – Administrative Official
15	Mr. Sailesh Bajpai, Nominee from Industry
16	Mr. Pawan Gideon, Nominee from Industry
17	Ms. Randeep Kaur – Nominee from Alumni
18	Ms. Namrata Gupta – Nominee from Stakeholder
19.	Dr. Satinder Singh – Nominee from Local Society

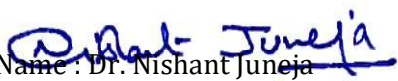
AGENDA

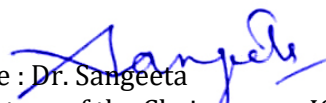
The following agenda was discussed on the basis of which the academic audit of the respective departments will be conducted.

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. To make preparation for the Academic calendar for the upcoming session i.e. begins in August 2020 with the instructions regarding COVID of Government
4. Strength and Weakness of the college written in the report of NAAC
5. Seeking feedback from the alumnae
6. Seed money for the promotion of Research
7. Research activities for the students
8. Measures to be taken to maintain the classroom infrastructure etc.

Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 09.07.2019 at 11.00 am 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.	As per the notice propagated, every department has put forward its elaborated academic and activity calendar to the coordinator of IQAC for the coming session 2020-2021 in which the detail of teaching days, the profile of faculty members, visiting faculty, the system of methods to be followed in teaching were included with the instructions of COVID Pandemic of Government.
4.	Special meeting of all the head of the Departments be organized to review the strength and weakness of the college as written in the last report of NAAC Peer committee.
5.	The IQAC having realized the crucial need of feedback for the betterment of the institution, invited the Alumnae to fill in the feedback forms so that educational system of the institution could be strengthened
6.	Seed money has been sanctioned by the College Management for purchasing latest equipments, software, books and Journals for the promotion of the research. The various research programmes are discussed in the meeting of the IQAC.
7.	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.
8.	Various measures have been taken to check the classroom furniture for any damage and repair, fans and lights.

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


 Name : Dr. Nishant Juneja
 Signature of the Coordinator, IQAC


 Name : Dr. Sangeeta
 Signature of the Chairperson, IQAC

Proceeding of the meeting of the IQAC committee meeting held on 03.11.2020 at 10.00 am 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 03.11.2020 at 10.00 pm under the chairmanship of Dr. Sangeeta, Officiating Principal in the office of IQAC followed with COVID restrictions.

The following member were present -

1	Dr. Sangeeta (Chairperson)
2	Shri Ajay Batta (Member from Management)
3	Dr. Nishant Juneja (Coordinator)
4	Mrs. Kanika Sachdeva, Head Department of Cosmetology
5	Mrs. Sapna, Faculty, Department of English
6	Dr. Vandana Gupta, Head Department of Home Science
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19.	Dr. Satinder Singh – Nominee from Local Society

AGENDA

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

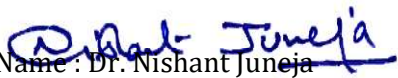
1. Confirmation of the minutes of the previous meeting.
2. Encouraging the faculty to participate in International Conferences organized Overseas
3. Regarding reforming the feedback mechanism
4. To encourage various clubs of the college to conduct activities with considerable participation from the students.
5. To promote Industry linkage
6. Financial aid to the students
7. Research committee formed
8. Students grievance redressal cell
9. Examination reforms implemented
10. Seed money for the promotion of Research
11. Preparation of the Academic calendar for the next academic year begins 2021-22
12. To strengthen the Library


Proceedings/ Decisions/ Actions Taken against the agenda for the meeting held on 03.11.2020 at 10.00 am 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 propose their plans for encouraging the faculty members of the college to participate in International Conferences organized overseas.
3.	The college has active feedback mechanism but the final discussions are organized with the members of IQAC to have quick and better feedback for enhancing the quality of education in the institute.
4.	The IQAC members propose their plans for encouraging the various clubs of the college for conducting numerous activities with maximum participation from the students. The members also emphasize on the promotion of Punjabi Culture.
5.	For giving maximum exposure to the students of Commerce, IT and Skilled Courses, the IQAC members discuss about having maximum linkages with various industries and multinational companies for student's better placements in their respective fields.
6.	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, OBC students regarding the scholarship scheme promoted by the government, so as maximum students should make use of this scheme.
7.	IQAC Chairperson forms a Research Committee consisting of a Chairperson (Principal), a coordinator and 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 meets periodically for discussion, suggests ways and monitors Research activities.
8.	Suggestion boxes have been installed by the IQAC at prominent location in the campus for complaints/ requests/ suggestions. The IQAC holds a meeting with the Head of the Central Association where in the grievances of the students are resolved.
9.	Regular academic audits are done for each department by the Principal and the IQAC Co-ordinator.
10.	Seed money has been sanctioned by the College Management for purchasing latest equipments, software, books and Journals for the promotion of the research. The various research programmes are discussed in the meeting of the IQAC.
11.	Every department submits a detailed academic and activity calendar of the department to the IQAC. A comprehensive academic calendar by the committee Heads of various departments and the principal with the help of IQAC. This academic calendar has details of distribution of teaching days and examination days in each term. The Academic and

	Activity Calendar are published in the Information Brochure and are uploaded on the website too.
12.	To strengthen the library IQAC Chairperson unanimously releases an amount of Rupees three lacs for the purchase of books by all the departments.

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


Name : Dr. Nishant Juneja
Signature of the Coordinator, IQAC


Name : Dr. Sangeeta
Signature of the Chairperson, IQAC