

Criteria 6: GOVERNANCE LEADERSHIP AND MANAGEMENT

6.5 Internal Quality Assurance System

6.5.3 Regular meeting of Internal Quality Assurance Cell (IQAC)

In the IQAC meeting conducted on 19/7/2022, the plan of action for the year 2022-23 was discussed. The action taken report against previously set objectives as proposed at the start of the session is summarized as under-

S.N.	MEETING DETAILS	AGENDA
1	On 18/07/22 the IQAC meeting for academic checking related to the promotion of teachers at different levels was conducted.	To evaluate the API scores of eligible candidates for promotion under CAS, many meetings were conducted by IQAC
2	On 19/07/22 a meeting of IQAC was organized in Principal's office to discuss various points related to the overall functioning of the institutioning.	To discuss overall improvement in the departmental progress, smooth functioning and quality enhancement of all the departments, mentor-mentee relationships, conduction of workshops and seminars for providing national and international exposure to students and teachers, to enhance collaborations, to improve communication skills and personality of students, and to develop sense of humanity among all; a meeting was conducted by IQAC.
3	On 26/07/22 and 04/08/22 and 29/11/22 sequential meetings were done related to promotion of teachers.	Meeting was called upon to review the forms under different CAS level 11, 12, 13 and to be signed by external member along with IQAC Team.
4	On 12/09/23 a meeting was conducted to organize workshop on increasing cyber crimes.	To create public awareness towards increasing cyber crimes and provide training to protect ourselves from these traps; a meeting was organized by IQAC to conduct a workshop on cyber security and cyber awareness on 14/19/23.
5	On 17/11/22 a meeting was conducted to change IQAC co-coordinator.	In view of the health issues of then IQAC co-coordinator Dr. Geetali Rastogi, Dr. Srishti Srivastava was appointed as new IQAC co-ordinator and to send IQAC team to Jaipuria Institute of Management to attend FDP based on NAAC Accreditation.
6	On 21/12/23 a meeting was conducted by IQAC related to AQAR	To review all seven AQAR criterions for session 2021-22 before submission, and to re-edit the AQARs of 2019-20 and 2020-21.
5	On 10/02/23 a meeting was conducted by IQAC with college staff for overall improvement of college.	To overcome the problems of offline mode of teaching and provide extra classes, remedial classes to students who have missed their classes due to health issues, or any other genuine reason, conduction of online sessions of webinars, workshops for student welfare, annual zoom subscription was suggested by IQAC.
6	On 13/05/23 a meeting was conducted by IQAC members.	To review the preparation of AQAR seven criteria for session 2022-23.
7	On 03/06/23 a meeting was conducted by IQAC to discuss the overall progress of AQAR submission for session 2022-23.	To review the annual functioning of various committees constituted for session 2022-23, a meeting was organized by IQAC to review their work and to suggest corrective measures for next session.

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