

Minutes of the Meetings of IQAC and Action Taken Report 2019-20

Meeting 1:

A meeting of IQAC was held on 25/7/2019 at 11:30 a.m. The following members attended

- Dr. P.K. Aggarwal
- Sh. Jaiveer Singh
- Dr. Neeraj GARG
- Dr. Sushila Saini
- Sh. Mohan Gupta
- Dr. Supriya Dhillon
- Dr. Sunita
- Sh. A. K. Singhal

In the meeting the following decisions were taken.

- 1) All the Heads of the Deptt. and in-charges of various Cells, Committees etc. will prepare their academic calendars specifying their academic and extension activities.
- 2) A meeting of faculty members be called to motivate them to use more & more of ICT tools and participating methods of teaching and to undertake research activities involving the students.
- 3) That various committees be formed to implement the policies/plan chalked out by IQAC.
- 4) Induction Program for the new entrants of the college be organized.
- 5) Management of the college be impressed upon to approve the sanctioning of some new courses and to augment physical infrastructure in the college.
- 6) Reviewed how much of the plan of action 2018-19 implemented and expressed satisfaction over it.

Action Taken Report

- 1) All Heads of the Deptt. and In-charges of Cells, Committees etc. were instructed to prepare their academic calendars. They prepared it and submitted to IQAC.
- 2) Meeting of the faculty was called and instructed it to impart quality education by using ICT, participative method of teaching and undertaking research activities.
- 3) Various committees were formed for implementation of the plans and policies of IQAC.
- 4) Induction program for the new entrants was organized.
- 5) Management was approached to approve the start of some new courses. Updation of computer lab was done.

Meeting 2:

A meeting of IQAC was held on 14/10/2019 at 1:30 p.m. under the chairmanship of Dr. Yashvir Singh, Chairman-cum-Principal IQAC. The following members attended

- Dr.P.K.Aggarwal
- Dr. Suresh Kumar
- Sh. Jaiveer Singh
- Dr. Neeraj Garg
- Dr. Sushila Saini
- Sh. Shiv Kant
- Sh.Mohan Gupta
- Sh. A.k. Singhal
- Sh. R. C. Punia
- Mr. Hritik

- 1) AQAR-2018-19 was discussed in detail and was finalized for placing in the meeting of the management for approval.
- 2) The proposal of cultural cell to organize University Youth Festival was discussed and approved.
- 3) The proposal of Sports Dept. to organized Inter College Cricket (M) championship was considered and approved.
- 4) A Handbook on Human Values and Professional Ethics was discussed and finalized.
- 5) Activities conducted by various Deptt., Cells, Committees etc. were reviewed and expressed satisfaction over them.

Action Taken Report

- 1) AQAR-2018-19 was prepared and got it approved in the meeting of management on 10/11/2019.
- 2) University Youth Festival was organized from 20 to 22 Nov.2019.
- 3) Inter College Cricket (M) Championship was organized in the college.
- 4) A Handbook on Human Values and Professional Ethics was released.

Meeting 3:

A meeting of IQAC with Heads of the Deptt. and Incharges of various Cells was held on 14/1/2020 under the chairmanship of Dr.Yashvir Singh, Principal-cum-Chairman IQAC. The following attended

- Dr. P.K. Aggarwal
- Mrs. Amita
- Sh. Jaivir Singh
- Dr. Sushil Bansal
- Dr. Rajkumar Garg
- Sh. Bhupinder Singh
- Dr. Jitender Singh
- Sh. Shiv Kant
- Dr. M.K. Jain
- Dr. Neeraj Garg
- Sh. Kamal Nain
- Mrs. Priti Gupta
- Dr. Sushila Saini
- Mrs. Garima
- Mrs. Neena Bansal
- Dr. Shamina
- Mrs. Hemlata
- Dr. Suresh Kumar
- Dr. Vipin Pal
- Mr. Hritik

The following decisions were taken.

- 1) The proposals and curriculum for value added courses submitted by Dept. of Computer Science, Political Science, Commerce, Geography, Physical education and Women cell were approved and consented to be started.
- 2) Faculty/Professional Development Programs be introduced.
- 3) Convocation of the college be held.
- 4) Pratibha Samman Samaroh be organized.

Action Taken Report

- 1) Value Added Courses by the dept. of Computer science and Political Science were organized. The others are still in pipeline as these could not be held due to COVID-19 lock down.
- 2) Professional/Faculty Development Program by the Dept. of Physical education and English were organized.
- 3) Convocation and Pratibha Samman Samaroh could not be held due to COVID-19 lock down.

Meeting 4:

A meeting of IQAC with the faculty of the college was held on 15/1/2020 under the chairmanship of Dr. Yashvir Singh, Principal-Cum- Chairman IQAC. The following staff members attended.

- Dr. P.K. Aggarwal
- Dr. Neeraj Garg
- Sh. Shivkant
- Sh. Kamal Nain
- Dr. Sushil Bansal
- Mrs. Priti Gupta
- Mrs. Amita
- Mrs. Neena Bansal
- Dr. Astha
- Mrs. Garima Sheoran
- Dr. Sunita
- Mrs. Hemlata
- Dr. Sweety Gupta
- Dr. Reena aggarwal
- Dr. Shamina
- Dr. Sushila Saini
- Mrs. Monika Saini
- Dr. R.k.Garg
- Sh. Surender Singh
- Dr. Rajender
- Dr. M.K.Jain
- Sh. Chhaju Ram
- Dr. Jitender
- Dr. Suresh Kumar
- Dr. Vipin Pal Singh
- Sh. Hritik.

In the meeting, the following points were discussed and resolved.

- 1) The Faculty must use more and more ICT tool in the teaching process and participative method of teaching.
- 2) The faculty must undertake more and more research work and give field projects to the students.
- 3) The students must be involved in all the extension activities.
- 4) Students must be motivated to participate in value added courses in maximum number.

- Col. Rajvir Sharma
- Adv. Shiv Kumar
- Sh. Sandeep Kumar
- Sh. Narender Kumar Punia
- Dr. Daya Nand Kadian

In the meeting the following points were discussed.

- 1) The alumni was apprised of the quality initiatives being undertaken by the college to realize the mission with which it has been created.
- 2) The alumni was appealed to contribute some funds for the promotion of welfare schemes in the college.
- 3) The alumni was appealed to initiate some schemes as giving scholarship etc to the meritorious students of the college.
- 4) The matter of getting the students of the college placed in job was discussed.
- 5) The alumni was appealed to help the students in arranging field tours, on the job trainings and internship in their organizations, industries etc.
- 6) Alumni was appealed to remain in touch with the college and to keep giving their valuable suggestions.

Action Taken Report

- 1) Best Student of the year award was initiated.
- 2) Alumni assured to ensure the visit of the students in their organization and to work for the welfare of the institutions and the students.
- 3) The alumni assured to remain connected with the institution and to give its valuable suggestions time to time.

Meeting 6:

A meeting of IQAC was held on 2/3/2020 under the chairmanship of Dr. Yashvir Singh, Principal-cum- Chairman IQAC. The following members attended.

- Dr. P.K. Aggarwal
- Sh. Jaivir Singh
- Dr. Neeraj Garg
- Dr. Suresh Kumar
- Sh. R.C. Punia
- Sh. Mohan Gupta
- Sh. Shiv Kant
- Dr. Sushila Saini

- 5) A copy of Handbook On Human Values and Professional Ethics was given to each of the faculty members and were requested to follow it in letter and spirit.

Action Taken Report

- 1) Almost 100% of the faculty used ICT tools to impart quality education.
- 2) Most of the faculty members were engaged in research activities. Students were given field projects.
- 3) Students were motivated to participate in value Added Courses with the result that all the allotted seats in the value courses organized were filled.
- 4) A large number of extension activities were conducted involving the students. In some cases, they were given the management to organize the whole activity.

Meeting 5:

A meeting of IQAC with Alumni of the College was held on 1/3/2020 under the chairmanship of Dr. Yashvir Singh, Principal-cum-Chairman IQAC. The following members attended the meeting.

- Sh. Rishipal
- Dr. P.k. Aggarwal
- Sh. R. C. Punia
- Sh. Jaivir Singh
- Sh. Hritik
- Sh. Manoj Mittal
- Dr. Ved Prakash
- Dr. Neeraj Garg
- Dr. Gauri Shankar
- Sh. Naresh Kumar
- Sh. Balwan Singh
- Sh. Manjeet Pal Dahiya
- Sh. Virender Singh
- Sh. Rakesh Bhardwaj
- Sh. Jaivir Singh Chahar
- Dr. Mahinder Singh
- Sh. Amit Kumar
- Sh. Satyender Singh
- Sh. Umesh kumar
- Sh. Jaivir Singh
- Sh. Sachin Gupta
- Sh. Sonu Singh
- Sh. Kulwant Phogat


- Sh. A.K. Singhal
- Sh. Hritik


The following points were discussed and resolved unanimously.

- 1) The proposal for starting new P.G. courses, already submitted to DGHE, be pursued so that the same may be started from the next academic session.
- 2) Value added Courses for Capability enhancement be introduced.
- 3) Feedback from all the stakeholders be taken and their valuable suggestion be incorporated in the next plan of action.
- 4) Faculty/ Professional Development Program be started.
- 5) The Faculty members be asked to organize more extension activities as have been specified in their academic calendars.

Action Taken Report

- 1) Reminders were sent to DGHE and personal visit made to issue NOC For new Courses, but due to COVID-19, no new courses were given by DGHE Haryana.
- 2) Seeing the success of other value Added Courses introduced, more dept. were asked to start their value Added Courses, but could not do so because of COVID-19 lock down.
- 3) Feedback from all the stakeholders organized.
- 4) Professional/Faculty Development Program on Communication Skills was organized in addition to Professional Development Program in Yoga and Meditation organized earlier.
- 5) A large number of extension activities organized with Govt, N.G.O.s and other bodies.


Principal cum Chairman
PRINCIPAL
J. V. M. G. R. R. College
Charkhi Dadri (Bhiwani)


Co-ordinator
IQAC