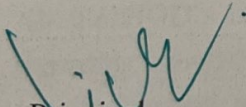


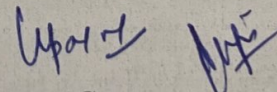
Minutes of the Meeting held on 5-11-18

The Following members of NAAC & IQAC attended the meeting held on 5-11-18 at 2:15 pm under the chairmanship of Madam Principal Dr. (Mrs.) Vijeshwari.

- Mrs. Anju Chawla
- Dr. Upasna Ahuja
- Mrs. Meenakshi Thakral
- Dr. Urmila Panghal
- Dr. Suman Rajan
- Dr. Anu Chauhan
- Dr Seema Singh
- Ms. Prabhjot Kaur
- Ms. Richa

1. After joining as Regular Principal of the college, Dr. Vijeshwari chaired the first meeting of IQAC and enquired about the progress of work related to IQAC (AQAR's) and NAAC.
2. It was reported by Mrs. Anju Chawla that the work related to AQAR (2016-17) is in progress and data related to 2017-18 is to be collected.
3. The Principal Mam suggested to distribute the work among all staff members as per requirement.
4. The Principal Mam suggested and emphasized to speed up the work of IQAC (AQAR) and NAAC (SSR) as the inspection of second cycle of NAAC is overdue.


Principal


Conveners
NAAC/IQAC

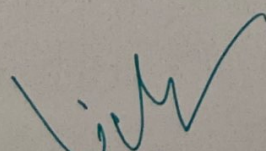
Minutes of the meeting held on 20-11-18

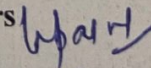
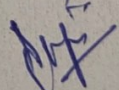
A meeting was held on 20 Nov 2018 at 10:50 am under the chairmanship of General Secretary, Governing body, DMM, KKR. The following members attended the meeting:

- Dr. Vijeshwari Sharma (Principal)
- Mrs. Anju Chawla (Convener IQAC)
- Dr. Upasana (Convener NAAC)
- Mr. Mukesh Kumar (Head Clerk)

Following points in meeting were discussed-

1. Enquiry about the progress of work related to IQAC (AQAR) and NAAC (SSR).
2. Regarding this it was reported that IQAC related work is in process. Information and data of the session 2016-17 is ready and will be uploaded soon while the work of collecting data of session 2017-18 is in process.
3. Regarding NAAC, it was reported that the work of SSR is in initial stage and clarification on various points is needed for this purpose.
4. Conveners of IQAC and NAAC were assured to resolve the related problems by arranging meetings with experts from other institutions/university from time to time.
5. To cater to the need of the work related to NAAC, Mrs. Meenakshi Thakral (commerce) and Dr. Deepa (English) were associated as co-conveners of NAAC committee.
6. It was emphasized to speed up the work and try to complete it at the earliest and efforts should be made to upload the related work up to 31st December 2018 so that NAAC inspection may be scheduled at the earliest.
7. Keeping in view, the above suggestion, all the staff members were requested to ensure their availability during vacations as per requirement and all the staff have to consider it on priority basis.
8. All the HOD's and conveners of various committees were requested to submit proposal regarding national level seminars/ workshop that can be organized in the college.
9. All the teachers must speed up their ongoing research work and to get it published at the earliest.

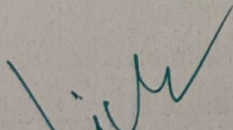

Principal

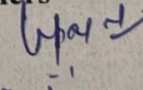

Conveners
NAAC 
IQAC 

Minutes of the meeting held on 20-11-2018

A meeting was held on 20 Nov 2018 at 1:00 PM under the chairmanship of Principal Madam Dr. Vijeshwari Sharma and regarding the inspection of NAAC to be scheduled, the following points: were discussed with all the staff members _

1. Emphasis to speed up the work related to IQAC (AQAR) and NAAC (SSR) as per the suggestions made by the General Secretary (Governing Body) because the inspection of 2nd cycle of NAAC is overdue.
 2. To complete the work of AQAR and SSR in time and try to upload it up to 31st Dec 2018. For this purpose, staff members were requested to give their address, phone no and mode of communication during vacations so that they can be contacted as per requirement.
 3. All the head of departments and conveners of various societies were requested to submit the proposals regarding the national level seminars/ workshops that can be organized in the college.
 4. All the staff members were requested to speed up their research work and to get it published at the earliest.
 5. To submit the information regarding their ongoing research projects and publications of research papers.
 6. It was decided that the whole work of preparation of SSR of last five years i.e. from session 2013-14 to 2017-18 should be divided among all the staff members so as to expedite the work
- Principal thanked all the staff members.


Principal

Conveners
NAAC 
IQAC 

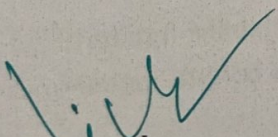
Minutes of the meeting held on 26-11-18

A meeting of IQAC/NAAC was organized on 26-11-18 at 11:00 am under the chairmanship of Madam principal Dr. Vijeshwari Sharma to discuss the plans and to invite some suggestions to take some quality initiatives for further improvements during the session 2018-19. Following members were present in the meeting:

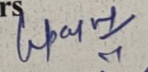

- Mrs. Anju Chawla (convener IQAC)
 - Dr. Upasana Ahuja (convener NAAC)
 - Mrs. Meenakshi Thakral, Dr. Urmila Panghal
 - Dr. Suman Rajan, Dr. Anu Chauhan, Dr. Seema Singh
 - Dr. Himani, Ms. Prabhjot Kaur, Ms. Richa
 - Sh. Mukesh Sharma (Head clerk)
 - Sh. Nitin Kumar (Technical Staff)
 - Ms. Prerna (Student Representative)
- Principal welcomed all the members present in the meeting.
- Principal Madam appreciated the work going on to get the institution accredited but pointed out to speed up the work and to take some quality initiatives for the improvements in various aspects. A thorough discussion and deliberations were made and following decisions were taken_
1. It was decided unanimously by the house that alumni association should be got registered under society act, 2012 so as to associate more alumni for the quality inputs.
 2. For the self appraisal of the college, it was suggested to apply for ISO certificate.
 3. It was suggested to install CIMS systems in the college office to bring more transparency and operational efficiency in the administrative and office work.
 4. It was also decided to upgrade the library system from LMS to ILMS to strengthen the library operations.
 5. On continuous demand from the students and parents, it was suggested that proposal should be sent to Kurukshetra University, Kurukshetra to start M.sc(Math) from the session 2019-20.
 6. It was also decided to start some short term, value added courses of 30 or more contact hours for the holistic development of students.
 7. It was decided to organize state / national / international level seminar / conferences / workshops etc. for the research improvements. Principal madam suggested to organize a seminar or workshop on IPR
(Intellectual Property Rights)

8. It was suggested to sign some MOU's with industries / agencies / Institutions for the different collaborative activities like placements, industrial visits , social work or community work etc.
9. It was also decided to increase the internet speed up to 50 MBPS for more work efficiency.
10. It was suggested that the following aspects of the college information should be regularly uploaded on the college website.
 - Information related to online admission process.
 - Prospectus / Aadhar Patrika , Academic calendar , Minutes of IQAC meetings , action taken report of IQAC , course outcomes, programme specific outcomes & programme outcomes of all the programmes , formation of IQAC according to latest notification and keeping in view the above requirement , it was suggested that college website may be redesigned.

Principal Madam thanked all the members for valuable suggestions.


Principal

Conveners
NAAC
IQAC

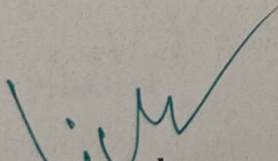



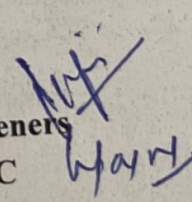
Minutes of the meeting held on 28-11-18

Following members attended the meeting held on 28-11-18 under the chairmanship of madam principal Dr. Vijeshwari Sharma.

- Dr. Upasna Ahuja
- Mrs. Anju Chawla
- Mrs. Meenakshi Thakral
- Dr. Deepa
- Mrs. Punam Goel
- Ms. Himani
- Mrs. Bhavana
- Ms. Jyoti Sharma
- Ms. Kavita

1. Principal Madam welcomed all the staff members.
2. Madam invited all the queries regarding the criterion-I i.e. curriculum aspects.
3. Staff members discussed all the questions related to curriculum planning and implementation, curriculum enrichment and feedback system in length.
4. Discussion about value added courses & life skills was made and introduction of some new courses was decided.
5. All the members participated in the meeting very actively.
6. Principal Madam advised the team members to collect the data as per the requirement / guidelines of NAAC.


Principal

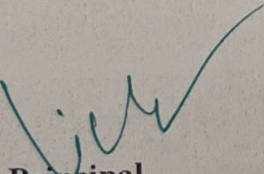

Convener
NAAC
IQAC

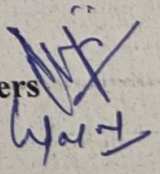
Minutes of the meeting held on 29-11-18 (10.00am)

Following members attended the meeting held on 29.11.18 at 10.00 a.m. under the chairmanship of Madam Principal.

- Dr. Upasna Ahuja
- Mrs. Anju Chawla
- Mrs. Meenakshi Thakral
- Dr. Deepa
- Dr. Anu Chauhan
- Mrs. Sudha
- Mrs. Neelam
- Mrs. Kamita
- Mrs. Prity

1. Principal Madam welcomed the staff members and invited the queries related to Criteria-2 i.e. Teaching, learning and evaluation.
2. Staff members discussed all the key points related to various aspects i.e. students enrolment and profile, catering to students diversity, teaching learning process, teachers profile and quality, Evaluators process and reforms, students performance and learning outcome, students satisfaction survey in detail.
3. Every member participated very actively.
4. Meeting was concluded with a vote of thanks.


Principal

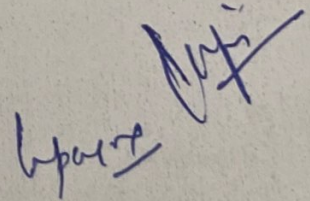
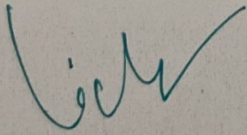

Convener
NAAC
IQAC

Minutes of the meeting held on 29-11-18 (1:00 PM)

Following members attended the meeting held on 29.11.18 at 1.00 p.m. under the chairmanship of Madam Principal.

- Dr. Upasna Ahuja
- Mrs. Anju Chawla
- Mrs. Meenakshi Thakral
- Dr. Deepa
- Mrs. Sapna Malik
- Dr. Ritu
- Dr. Gitanjali
- Mrs. Megha
- Ms. Richa

1. Discussion on Criteria-5(students support & progression) was done.
2. Valuable discussions on various points i.e. student support, student progression, student participation and activities, Alumni Engagement was done.
3. Meeting was concluded with a vote of thanks..

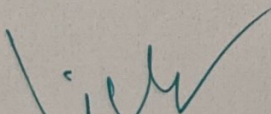


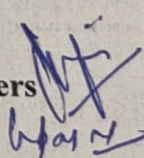
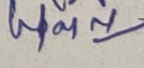
Minutes of the meeting held on 1-12-18 (10.00 AM)

A meeting was held under the chairmanship of Madam Principal on 1-12-18 at 10.00 a.m. with the following members.

- Dr. Upasna Ahuja
- Dr. Deepa
- Dr. Seema Singh
- Dr. Aarti Aggarwal
- Ms. Sheena
- Ms. Tanu Bura

1. Principal Madam resolved many queries related to Criteria-3 i.e. Research, Innovation and Extension.
2. All the team members actively discussed over various issues i.e. Resource Mobilization for Research Innovation eco-system, Research Publications and Awards, Extension Activities and collaborations.
3. Principal Madam advised the team members to collect the data as per guidelines of NAAC.


Principal

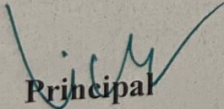
Conveners 
NAAC 
IQAC

Minutes of the meeting held on 1-12-18 (1.00 PM)

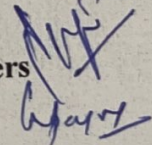
Following members attended the meeting under the chairmanship of Madam Principal on 1-12-2018 at 1:00 PM.

- Dr. Upasna Ahuja
- Dr. Deepa
- Dr. Suman Rajan
- Ms. Reeja
- Ms. Jyoti Bajaj

1. Principal Madam welcomed the staff members and invited queries related to Criterion-6 i.e. Governance, Leadership and Management.
2. Various issues related to this criterion e.g. Institutional Vision and Leadership, Strategy development and Deployment, Faculty empowerment strategies, Financial management and Resource Mobilization, Internal Quality Assurance System were discussed in length.
3. Principal Madam thanked all the staff members.


Principal

Conveners
NAAC
IQAC

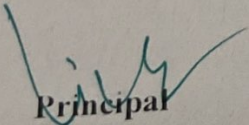


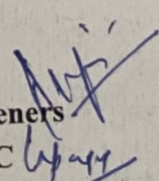
Minutes of the meeting held on 3-12-18 (10.00 AM)

A meeting was held under the chairmanship of Madam Principal with the following members at 10:00 a.m.

- Dr. Upasna Ahuja
- Mrs. Anju Chawla
- Mrs. Meenakshi Thakral
- Dr. Deepa
- Dr. Urmila Panghal
- Mrs. Veenu
- Mrs. Shilpa Garg
- Ms. Ratika
- Mrs. Asha
- Dr. (Mrs.) Pooja

- o In this meeting all the queries related to Criterion-4 i.e. Infrastructure and Learning Resources were invited by Madam Principal.
- o Various key points under this criterion e.g. physical facility, library as a learning resource, IT infrastructure, Maintenance of campus infrastructure were discussed in detail.
- o Every member participated in the discussion actively and meeting was concluded with a vote of thanks by Madam Principal


Principal

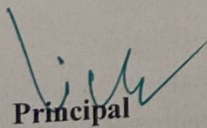

Convener
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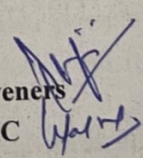
Minutes of the meeting held on 3-12-18 (1.00 PM)

Following members attended the meeting under the chairmanship of Madam Principal on 3-12-18 at 1:00 p.m.

- Dr. Upasna Ahuja
- Mrs. Anju Chawla
- Mrs. Meenakshi Thakral
- Dr. Deepa
- Dr. Suman Rajan
- Mrs. Urmila Singh
- Dr. Manjeet
- Ms. Monika
- Ms. Priya Arora
- Mrs. Neha Dutta

1. In this meeting Principal Madam resolved the queries related to Criterion-7 i.e. Institution values and Best Practices.
2. Fruitful discussions over various points e.g. Institutional values and Social responsibilities, Best Practices and Institutional distinctiveness were done actively.
3. Principal Madam advised the team members to consider the data as per requirement of NAAC.


Principal

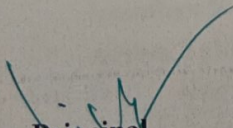

Convener
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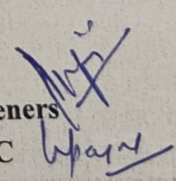
Minutes of the meeting held on 22-04-19 (11:00 am)

Following members attended the meeting held on 22 April, 2019 at 11:00 am under the chairmanship of Dr. Rajender Vidyalankar, (General Secretary) of Governing body, Dayanand Mahila Mahavidyalaya, Kurukshetra.

- Dr. Vijeshwari Sharma (Principal)
- Mrs. Anju Chawla (Convener, IQAC)
- Dr. Upasna Ahuja (Convener, NAAC)
- Mrs. Meenakshi Thakral
- Dr. Anu Chauhan
- Dr. Deepa
- Dr. Suman Rajan
- Dr. Manjeet
- Dr. Urmila Panghal
- Ms. Prabhjot Kaur
- Dr. Himani
- Dr. Seema Singh
- Mrs. Asha Malik
- Mr. Mukesh (Head Clerk)

1. Principal Mam welcomed Secretary Sir and all the members of NAAC/IQAC Team.
2. Secretary Sir enquired about the progress of NAAC/IQAC work with the view to get the NAAC inspection done in the next session. For this purpose, the suggestions given by the previous inspection by NAAC Peer Team (2003) were discussed in detail and it was suggested to prepare thoroughly as per requirement.
3. Secretary Sir motivated all the members to speed up the NAAC/IQAC/SSR work and try to complete the work by the end of May/June 2019.
4. Principal Mam thanked the General Secretary and all the members.


Principal


Convener
NAAC
IQAC

Minutes of the meeting held on 24-04-19 (11:00 am)

A meeting of IQAC/NAAC was organized at 11:00 am on 24-04-19 under the chairmanship of Principal Dr. Vijeshwari Sharma. The following members attended the meeting:

- Mrs. Anju Chawla (Convener, IQAC)
- Dr. Upasna Ahuja (Convener, NAAC)
- Mrs. Meenakshi Thakral
- Dr. Urmila Panghal
- Dr. Suman Rajan
- Dr. Anu Chauhan
- Dr. Seema Singh
- Dr. Himani
- Ms. Prabhjot Kaur
- Ms. Richa
- Mr. Mukesh Sharma (Head Clerk)
- Sh. Nitin Kumar (Technical Staff)
- Ms. Perna (Student representative)

- The agenda of the meeting was to assess the action taken over the quality initiatives suggested by IQAC for the session 2018-19 and it was reported as follows-

Initiative 1- Registration of Alumni Association

Action Taken: The alumni association was framed formerly and its name 'Tejaswini' was finalized. The process of registration under Society Act 2012 was initiated.

Initiative 2- To apply for ISO Certificate for self appraisal

Action Taken: Institution got ISO Certificate on January 3, 2019.

Initiative 3- To install C.I.M.S. System for office automation and ILMS for strengthening library.

Action Taken: Necessary steps for CIMS system for office and ILMS for library were taken.

Initiative 4- To start M.Sc. (Math) in the college campus.

Action Taken: The proposal for the permission to start M.Sc. was prepared.

Initiative 5- To start some short term/ value added courses.

Action Taken: 04 value added courses were started.

- i) Nutrition and Fitness
- ii) Stress management
- iii) Yoga

iv) Importance of Human values in life.

Initiative 6 – To organize National/International seminars/workshops/conferences.

Action Taken: 3 National seminars in collaboration with DGHE, Panchkula, Haryana Sanskrit Academy, Panchkula and Haryana Punjabi Sahitya Academy Panchkula were organized. Two workshops (NAAC and IPR) were organized on 5/12/2019 and 6/04/2019 respectively and proposals of 2 national seminars in the subject of Mathematics and Commerce were sent to DGHE for approval.

Initiative 7- To enhance the online accession facility with unlimited pack at high speed.

Action Taken: The process to increase the online accession facility (unlimited pack) at a speed of 50 MBPS has been started.

Initiative 8- College website may be redesigned.

Action Taken: Process of redesigning has been initiated.

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Principal

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