

Minutes of the meeting held on 05.09.22.

A meeting of IQAC was held on 05.09.2022 at 11:00 a.m. under the chairmanship of Madam Principal, Mrs. Minakshi Thakral.

Agenda: To discuss the future plans for Quality improvement.

: To prepare Institutional Development Plan (for Next Five Years) as per guidelines issued by UGC in view of implementing NEP2020.

The Following discussions/decision were made regarding the planning for new academic year 2022-23 and IDP as per UGC requirement.

Principal Madam welcomed all the members of IQAC present and wished for a successful new academic year 2022-23. Principal Madam advised IQAC coordinators to study the UGC guidelines regarding the preparation of IDP and work in coordination with NEP committee to prepare IDP for next 5 years.

After due deliberations the following plans were decided for academic session 2022-23.

- To make ready IDP in view of NEP-2020 as per the guidelines issued by UGC and also to submit that on UGC portal.
- To arrange skill oriented programs/courses and activities to enhance employability of the students.
- To sign more MOUs and collaboration agreements with institutions of repute for quality enhancement of cultural and academic endeavours.
- To prepare faculty for the implementations of NEP2020 w.e.f.2023-24.

- To introduce short term value Added Courses to enrich the curriculum.
- To encourage the faculty for participating in FDPs/Seminars,short term courses to enhance their professional domain of knowledge.
- To organize FDPs/Seminars/Conferences/Workshops for physical,mental and professional development of staff and students.
- To strengthen the infrastructure and library resources.
- To introduce new Professional academic programs in view of NEP2020.
- To improve ILMS for teachers & students perusal.
- To organize extension/cultural/academic activities to hone the talent of students in different areas.
- To encourage the faculty to participate in research oriented seminars&conferences,write research papers and get them published in national/international journals,duly approved by UGC to upgrade academic research.


Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)


Convener
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Dayanand Mahila Mahavidyalaya
Kurukshetra

Session(2022-23)

Minutes of the meeting held on 19.12.2022 at 2:15p.m. under the chairmanship of Madam Principal Mrs.Minakshi Thakral.

Following members of IQAC, Criterion Conveners & teams were present in the meeting:

- Mrs.Anju Chawla – Coordinator
- Dr.Himani - Co-coordinator
- Mrs.Prabhjot Kaur- Co-coordinator
- Dr.Upasana
- Dr.Urmila Panghal
- Dr.Suman
- Dr.Seema
- Dr.Anu Chauhan
- Dr.Deepa
- Dr.Shweta
- Mr.Nitin – Deputy Superintendent

The Following matters were discussed relating to IQAC requirement:

- Principal Mrs.Minakshi advised all the criterion conveners of IQAC to complete all the work related to their respective criterias speedily in coordination with each other so that AQAR 2021-22 may be submitted by due date 31.12.2022. She advised all to spare extra time for the pending metrics and also that criteria conveners should take follow up of the work done by their team members frequently.
- Principal Mrs. Minakshi informed the house that Annual Report(2021-22) must be prepared & completed by 25.12.2022, so

if any report of any cell/society is pending, that should be submitted immediately in the office. As this Annual Report is also to be submitted with AQAR(2021-22).

- Mrs.Sapna, Criteria Convener(Cr.V) raised the issue relating to collection of data of amount of prizes distributed to students as this was required for Criteria V. metrics. After due deliberations on the issue it was decided that A format of Application(for sanctioning and for disbursement)of prize money should be finalized by the office and same can be used for keeping the records updated.
- Meeting was concluded with thanks towards Principal and all the members present.


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Minutes of Meeting of IQAC with Principal Mrs.Minakshi Thakral held on 06.01.2023 at 12:30P.M.

Following members were present in the meeting:

- Mrs.Anju Chawla- Cordinator
- Dr.Himani - Co-cordinator
- Mrs.Prabhjot Kaur- Co-cordinator

Agenda:To discuss NIRF(2023)and AQAR(2021-22)

- Principal Madam enquired about the progress of participating in NIRF(2023) and AQAR(2021-22)
- Mrs.Anju presented the NIRF Data Preview Report before the Madam to check and suggest changes if required.
- Madam Principal checked all the data filled in various sections of NIRF format and also the proofs thereof and expressed her satisfaction over the work done.She advised the coordinators to submit the NIRF data as per schedule i.e.today on 06.01.2023.
- Principal also enquired about the work progress of AQAR submission and advised the team to keep ready AQAR by the end of January2023,so that it may be got approved by the governing body.
- Mrs.Anju Chawla ensured that NIRF Data and AQAR(2021-22)both will be submitted in time.
- Mrs.Anju Chawla expressed thanks towards Principal and Co-ordinators of IQAC,Dr.Himani & Mrs.Prabhjot Kaur.



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A meeting of IQAC with all the HODs conveners of societies was held in the meeting room on 22nd Feb, 2023 at 2:15p.m. under the chairmanship of Principal Mrs.Minakshi Thakral.

Minutes of the meeting


- First of all, Mrs. Anju Chawla, IQAC co-ordinator welcomed Principal madam Mrs. Minakshi Thakral and all the H.O.Ds. present.
- After that, Principal madam enquired about the number of students who did not turn up in the classes yet and she asked all the staff members to submit the roll numbers of such students in the office as soon as possible so that an action can be taken against them.
- She also discussed about the activities as instructed by DGHE and asked the faculty to make a plan regarding these activities to be organized and submit the same within two days.
- Mrs. Anju Chawla, IQAC convener suggested that the activities should be based on IQAC requirements, based on new benchmarks issued by NAAC.
- After that, there was a discussion regarding class test or sessional test. Principal madam invited suggestions^{from} the faculty for giving the students either class test or sessional test. After discussion, it was decided to conduct class test only as the semester duration is shorter.
- Then Principal Madam asked the teachers to motivate the students to get enrolled in value added courses to be ~~held~~ started. Principal informed the teachers that IQAC has proposed to start few career oriented & skill based value added courses in the

even semester to enrich the curriculum,namely banking,PTE/IELTS Coaching,Tally,Beauty&Wellness,Spoken English and Personality Development.

- In the end,Mrs.Anju Chawla,IQAC co-ordinator thanked Principal Madam for the address and discussions done at the meeting.

Following members were present in the meeting:

- Mrs.Minakshi Thakral-Principal
- Mrs.Urmila Singh
- Mrs.Anju Chawla-IQAC,Co-ordinator
- Mrs.Sapna
- Dr.Suman Rajan
- Dr.Anu Chauhan
- Dr.Shweta Saini
- Dr.Himani
- Dr.Ritu
- Mrs.Prabhjot
- Dr.Reeja
- Dr.Sonia
- Dr.Arti Aggarwal
- Dr.Pooja
- Mrs.Reena Nagpal
- Ms.Vinita
- Dr.Shalu
- Mrs.Saroj Bala
- Dr.Rukmesh
- Ms.Manisha(BTM)
- Mrs.Suman
- Mrs. Sudha Sethi


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A meeting with all the HODs and Conveners was held in the meeting room on 17th March 2023 at 2:15p.m. under the chairmanship of Principal Madam Mrs. Minakshi Thakral.

Minutes of the meeting

- First of all, Mrs.Anju Chawla,IQAC co-ordinator welcomed Principal Madam Mrs.Minakshi Thakral.
- The meeting was regarding the discussion related to State Level Activities to be held in the month of April,2023.
- Mrs.Anju Chawla,IQAC co-ordinator briefed the name of activities proposed by different societies.
- After that Mrs.Minakshi Thakral,Prinicpal finalized the activities and the societies which collaboratively will organize the events.
- Principal Madam told that “Best Out Of Waste” and “Pot Decoration” will be organized by Home Science Society,Fashion Designing and ED club collaboratively and the venue will be their respective labs.
- She also announced that “Poster Making” will be organized by Anti-Ragging Society,Legal Literacy Cell and Political Science Society and the venue for the event will be library of the college.
- She further added that “collage making” which will be organized by Commerce Society and Economics Society in the library of the college.
- She also told about the “Poetic Symposium” which will be organized by English,Hindi & Punjabi Literary Society and the venue for the event will be Seminar Hall.


- After that Principal Madam announced for “Declamation” which will be organized Arya Yuvti Parishad, Women Cell and Youth Red Cross Society in the Seminar Hall.
- Further she told that “Cultural Folk Dances of Different States” will be organized by Tourism Society, RUSA and NSS in the main hall of the college.
- She also added that “PowerPoint Presentation Competition” will be organized by Mathematics Society, Science Society, Environment Society and Computer Society in Multimedia room.
- Then she announced that “Singing and Shalokochoran” will be organized by Sanskrit Society and Music Society in the main hall.
- After that Principal Madam declared the date of the event i.e. 8th April 2023 and she also told that it will be conducted under the aegis of IQAC and Mrs. Anju Chawla will be overall co-ordinator and Dr. Himani will be secretary of the event.
- She also added that there will be convener and secretary of each respective event and those will be from the organizing societies.
- At the end of the meeting, Mrs. Anju Chawla, the co-ordinator, IQAC thanked Principal Madam for all the discussions done for State Level Program to be held on 8th April 2023.

Members Present in the meeting:

- Mrs. Minakshi Thakral-Principal
- Mrs. Urmila Singh
- Dr. Urmila Panghal
- Mrs. Anju Chawla- IQAC, Co-ordinator
- Dr. Upasna
- Mrs. Sapna

- Dr.Suman Rajan
- Dr.Anu Chauhan
- Dr.Manjeet Kaur
- Dr.Deepa
- Dr.Neha
- Dr.Sonia
- Dr.Shweta Saini
- Dr.Seema
- Dr.Reeja
- Dr.Arti
- Dr.Pooja
- Dr.Himani
- Dr.Ritu
- Mrs.Reena Nagpal
- Ms.Vinita
- Mrs.Asha
- Mrs.Suman
- Ms.Neetu
- Mrs.Sudha Sethi
- Dr.Rukmesh
- Mrs.Saroj
- Ms.Manisha(BTM)


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Minutes of the meeting of IQAC held on 01.04.2023

A meeting of the IQAC members, HODs and Conveners of different cells/societies was held under the chairmanship of Madam Principal Mrs. Minakshi Thakral on 01.04.2023 at 2:15PM.

Agenda: Preparation of State level Cultural Fest-Anugoonj to be organized by IQAC on 08.04.2023.

- Madam Principal enquired all the HODs about the pace of syllabus completion of even semester. She advised all to speed up the syllabus as University Semester exams of UG&PG were expected to be preponed.
- Madam asked about the preparation of state level cultural fest- 'Anugoonj' organised by IQAC to be held on 8th April, 2023 the purpose being to organize different types of activities in more effective and efficient manner.
- She advised all the committees/cells/societies conveners collaborating for different activities to ensure good participation in event to make it successful.
- She advised the conveners to keep arranged 1-2 judges from different eminent institutions for these competitions.
- All the duties to be performed were discussed in detail.
- She informed that E-certificates will be given to all the participants but winners will be awarded printed certificates.
- She advised all the conveners/organizers to associate the student volunteers for discipline, registration, prize-distribution, escorting the judges etc.

- For overall trophy, Madam Principal advised to constitute an Advisory Committee to decide the winning criteria.
- IQAC convener thanked Principal and all the members present in the meeting.



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Minutes of IQAC Meeting held on 14.06.2023

A meeting of IQAC was held on 14.06.2023 under the chairmanship of Principal Mrs. Minakshi Thakral to assess the action taken over quality initiatives as per plans of IQAC for the session 2022-23.

Members Present:


Mrs. Anju Chawla:	Cordinator, IQAC
Dr. Himani:	Co-Cordinator, IQAC
Mrs. Prabhjot Kaur:	Co-Cordinator, IQAC
Mrs. Urmila Singh:	Member, IQAC
Mrs. Urmila Panghal:	Convener, Criteria.4
Dr. Upasna:	Convener, Criteria.7
Mrs. Sapna:	Convener, Critria.5
Dr Suman Rajan:	Convener, Criteria.6
Dr. Anu:	Convener, Criteria.2
Dr. Deepa:	Convener, Criteria.1
Dr. Seema:	Convener, Criteria.3

	Plan	Action Taken
1	To make ready IDP in view of NEP-2020 as per the guidelines issued by UGC and also to submit that on UGC portal.	Institutional Development plan was prepared by IQAC as per the guidelines issued by UGC and duly uploaded on the UGC portal on 31.03.2023
2	To introduce new professional academic programs in view of NEP-2020.	The Process to introduce two professional programmes BBA (Bachelor in Business Administration) and BCA (Bachelor in Computer Application) was taken to the next step of Inspection conducted by the Affiliating university. After recommendations by K.U.K, the proposal was sent to DGHE for final approval.
3	To sign more MOUs and Collaboration agreements with institutions of repute for quality enhancement of cultural and academic endeavours.	08 MOUs and 05 Collaboration agreements were signed with institutions/agencies of repute to conduct various academic and cultural activities in collaboration.
4	To prepare faculty for the implementation of NEP-2020. w.e.f.	To prepare the faculty well for implementation of NEP-2020, various efforts were made

	2023-24	<p>throughout the year as follows:</p> <ul style="list-style-type: none"> • Faculty was encouraged to participate in different FDPs on NEP-2020 organized by IGNOU, K.U.K and other institutions. • Members of college NEP committee and IQAC attended the state level workshops on NEP-2020, organized by affiliating university to prepare Master Trainers who further conducted various FDPs/workshops in the college to train all the faculty members regarding all the aspects of NEP-2020 • The Staff members participated and successfully completed the Professional Development Programme on “Implementation of NEP-2020 for University and College Teachers”, organized by Indira Gandhi National Open University.
5	To introduce short term Value Added courses to enrich the Curriculum.	05 Add on Courses and 21 short term value added courses (30 contact Hours) were introduced/offered to the students during the session for skill enhancement, capacity building and curriculum enrichment.
6	To encourage the faculty for participating in FDPs/Seminars, short term courses to enhance their professional domain of knowledge.	49 Members of faculty participated in FDPs/Seminar/Short term courses to enhance their professional domain of knowledge.
7	To organize FDPs /Seminars /Conferences /Workshops for physical, mental and professional development of staff and students.	Various FDPs/Webinar/Workshops were organized for faculty, Non-teaching staff and students.
8	To strengthen the infrastructure and library resources.	During the year 131 Text Books, 121 Reference Books were purchased where as 12 New Rare Books for Reference Library were added. 09 General Books were also added in Gratis Section.
9	To arrange skill oriented programs/ courses and activities to enhance employability of the students.	During the year various skill oriented short term ICT based courses and activities were organized to enhance the employability of the students like HTML, Tally, Media Content Developer, Associate Data Entry Operator and Reasoning and Quantum Aptitude.
10	To organize extension/cultural/ academic activities to hone the talent of students in	Various activities were organized throughout the year.

	different areas.	
11	To improve ILMS for the perusal of teachers & students.	Certain improvements were made in Student Attendance Module to make it more user friendly.
12	To encourage the faculty to participate in research oriented seminars & conferences, write research papers and get them published in national / international journals, duly approved by UGC to upgrade academic research.	49 faculty members participated in research oriented seminars/webinars and 34 teachers wrote research papers and got them published in National and International journals.


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IQAC, Coordinator