

### **Minutes of the IQAC meetings**

The 12<sup>th</sup> meeting of the IQAC was held on 16<sup>th</sup> July, 2018 in the management room at 2:30 pm. The agenda for the meeting was:

- to discuss about the Youth Parliament to be organized in this session.
- to organized Talent Search Program
- any other matter

The Principal welcomed the members of the IQAC present for the meeting.

#### **Proceedings:**

The minutes of previous IQAC meeting were read and approved.

Youth Parliament: To facilitate leadership skills, thinking power and awareness on issues of global importance and to develop unlimited expression of students that will enable them to be effective and expressive agents of change, it was resolved to organize Youth Parliament on 4<sup>th</sup> Oct., 2018 by Dr. Neeru Garg (Principal, SSDWIT & Co-ordinator National Youth Parliament)

It was discussed about organizing 'Talent Search Program', to identify the hidden talent in the students (For music, dance, fine arts, folk and literary items)& team can be prepared on the basis of the results for participation in Youth Festival. Item was duty was assigned to various teachers to guide the selected students.

It was also resolved that we must adhere to the decision already taken regarding observance of days /events of National/International importance.

It was also resolved to organized induction/orientation program to familiarize the new comers with the faculty members and rules and regulations that they are to follow during their stay in the college.

It was decided to observe the 71<sup>st</sup> Independence Day by organizing Patriotic Singing Competition and to observe 'Teachers Day' on 5<sup>th</sup> Sept., 2018.

### **Minutes of the IQAC meetings**

The 13<sup>th</sup> meeting of the IQAC was held on 6<sup>th</sup> Oct., 2018 in the management room at 2:30 pm. The agenda for the meeting was:

- organizing lectures on Environment, Health Issues, Legal Awareness.
- to encourage research
- coaching for competitive exams
- Plan for AAA (Administrative Academic Audit)

The Principal welcomed the members of the IQAC present for the meeting.

#### **Proceedings:**

The minutes of previous IQAC meeting were read for approval and will be complied in the session as and when required.

It was discussed and resolved to organize lectures on environment, health issues and legal awareness.

It was discussed and resolved to conduct AAA as it is a quality initiative by IQAC.

As enhancing employability is the need of the hour, therefore the issue of coaching for competitive exams was discussed. Department of Commerce was already giving coaching for UGC NET and Maths Dept. in Mental Ability & Reasoning and UGC Net. It was resolved to give coaching for competitive exams in a structured manner. Maths dept. will prepare schedule for this and aspirants can get themselves registered there and follow the schedule. All other PG Departments will give coaching for UGC Net.

The tutors/teacher guardians were asked to meet their wards individually and try to find out their personal details, family background, work particulars etc.

### **Minutes of the IQAC meetings**

The 14<sup>th</sup> meeting of the IQAC was held on 26<sup>th</sup> Dec., 2018 in the management room at 2:30 pm. The agenda for the meeting was:

- Lecture on Stress Management
- IPR(Intellectual Property Rights)
- Domestic Violence
- Disaster Management
- Training for Self defense
- Seminar on SWAYAM

The Principal welcomed the members of the IQAC present for the meeting.

#### **Proceedings:**

The minutes of previous IQAC meeting were read for approval and will be complied in the session as and when required.

It was discussed and resolved to organize lecture on Stress Management.

It was discussed and resolved to organize lecture on IPR(Intellectual Property Rights)

It was discussed and resolved to organize lecture on 'Domestic Violence'.

It was discussed and resolved to organize workshop on 'Disaster Management'.

It was discussed and resolved to organize workshop on 'Training for Self Defense'.

It was discussed and resolved to organize lecture on 'SWAYAM'.

### **Minutes of the IQAC meetings**

The 15<sup>th</sup> meeting of the IQAC was held on 4<sup>th</sup> May, 2019 in the management room at 2:30 pm. The agenda for the meeting was:

---- To get more admission

---- Strengthening of Sports

---- Same teacher guardian to continue with the same students

(Starting from new entrantants from the session 2019-20)

----To give the dates of proposed events so that academic calendar can be prepared in time.

---To discuss about the future plans

The Principal welcomed the members of the IQAC present for the meeting.

#### **Proceedings:**

The minutes of previous IQAC meeting were read for approval and will be complied in the session as and when required.

The issue to fetch more admission was discussed and it was resolved to offer discount to the meritorious students (90% and above : 50%, 80% and above : 40%, 70% and above : 30%, 60% and above : 20%) which will help us to attain more admission and intelligent stuff.

It was also resolved to give discount to economically weaker students and easy installments for the payment of fees.

Strengthening of sports was discussed. In addition to the discount on fee already being offered to State/National players, it was resolved that the teams be made from the total students of the college and not only the physical education students. National Sports day be observed by organizing inter-class and inter-college sports competition.

It was discussed and resolved that from the next session i.e. 2019-20, the tutors/teacher guardian of the new entrants will continue with the same students for all the three year which will facilitates to review the progression to higher education and placement in addition to horizontal progress.

It was proposed and resolved that the HOD's give the dates of the proposed events so that the academic calendar be prepared and adhere to.

Mrs. Neelam Gupta was given the responsibility of coordinating the newly introduced capacity building course on 'Baking'.

Proposed Best Practices for the session 2019-20 are :

- a) Structured Remedial Coaching
- b) Placement Training(By the PG Dept. of Commerce, Maths and Computer Science)

Future Plans:

- a) To organize extension/out reach programs in adopted villages by different departments of the college.
- b) To organize workshop on IPR and Stress Management.
- c) To conduct elections to form Student Council in August 2019.
- d) To continue with the course on 'Baking in Future'.
- e) To plan and implement program on use of computers in day-to-day life for senior citizens.