

**D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**(SESSION 2021-2022)**  
**MINUTES OF THE MEETING**

Minutes of Meeting of IQAC held on **July 7, 2021 (Wednesday)** in the Office of the Principal. The following members attended the meeting.

Sr. No.	Name of the Member	Designation	Status (Present/Absent)	Signature
1	Dr. Abha Khetarpal	Chairperson	Present	
2	Dr. Rachna Soni	Coordinator	Present	
3	Mr. M.C. Sharma	Hony Treasurer, D.A.V. College Managing Committee, New Delhi	Present	
4	Dr. Harsh Wardhan	Eminent Person, Local Society, Yamuna Nagar	Present	
5	Mrs. Samira Saluja	Executive Director, Oriental Engineering works Pvt Ltd, Yamuna Nagar	Present	
6	Ms. Manisha Sasson	Member, Alumni	Present	
7	Dr. Meenu Jain	Associate Professor	Present	
8	Dr. Vineet	Associate Professor	Could not attend	On leave
9	Dr. Sunita Kaushik	Associate Professor	Present	
10	Dr. Surinder Kaur	Associate Professor	Present	
11	Mrs. Sangeeta Goel	Associate Professor	Present	
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Alka Singhal	Associate Professor	Present	
14	Dr. Meenakshi Saini	Associate Professor	Present	
15	Mr. Gagan Deep	Deputy Superintendent	Present	
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	

**Agenda 1: Future Plan for the coming Session:**

Value Addition	Extension of MOU with ICT Academy, Chennai for training and enhancement of different skills faculty wise for better placements of students For Commerce Faculty: Financial Cost Accounting For Science Faculty: Robotics For Computer Science Students: Animation and Multimedia
Workshops and Seminars	1. Power Seminars for Entrepreneurial skill development of students 2. Resume Writing workshop for students 3. FDP for faculty 4. ICT Workshop for teaching and non-teaching staff
Environment Consciousness	More activities related to environment consciousness among stakeholders
Institutional Social Responsibility	Adoption of one village for uplifting of the lower section of the society through different activities
Extension Activities	1. Department of Computer Science and Applications to organize IT Fest. 2. Various activities be organised by Clubs, Committees and Departments.
Road Safety Awareness	Workshop/Seminar for awareness regarding road safety for students and faculty.
Grants	To apply for grants from DGHE for Workshops and Seminars

**Agenda 2:** All regular offline classes for Under Graduate students to be started from 1<sup>st</sup> Oct.

- **Guide lines for Offline Classes:** The students who are vaccinated will be allowed and they are required to deposit the vaccination certificate. Consent form for parents to be prepared to allow their wards to come to college for offline classes according to schedule allocated to them and students are to come with this consent form signed by the parents and must adhere to rules to keep social distance and sanitization.
- No student should be allowed without mask in the college.
- Temperature of each student be checked at the entry gates. The data of the students coming to the college with/without consent of the college be maintained.

**Agenda 3: FDP and PDPs for faculty and students respectively in context of teaching and learning:**

It was decided to organize FDPs, PDPs and human values related seminars for the teachers and students.

**Agenda 4: Data Collection for filling of AQAR for the session 19-20:**

- 1) It was decided to divide the AQAR in four parts i.e. Annexure A for all HODS, Annexure B for all clubs and committees, Annexure C for IQAC and Annexure D for the office data.
- 2) Ms. Vineeta to collect/receive the data on Mail-Id davcriterion@gmail.com from all HODs and Convenors /Incharges of clubs & committees and compile same.

Name : Dr. Rachna Soni

Signature of the Coordinator, IQAC.

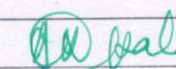

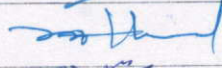

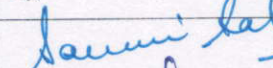
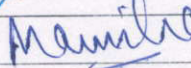


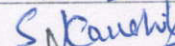



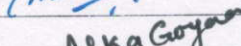
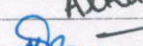


Name : Dr. Abha Khetarpal

Officiating Principal

Signature of the Chairperson, IQAC  
D.A.V. College for Girls  
Yamuna Nagar (HR.)

**D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**(SESSION 2021-2022)**  
**MINUTES OF THE MEETING**


Minutes of Meeting of IQAC held on **August 03, 2021 (Tuesday)** in the Office of the Principal. The following members attended the meeting.

Sr. No.	Name of the Member	Designation	Status (Present/Absent)	Signature
1	Dr. Abha Khetarpal	Chairperson	Present	
2	Dr. Rachna Soni	Coordinator	Present	
3	Mr. M.C. Sharma	Hony Treasurer, D.A.V. College Managing Committee, New Delhi	Present	
4	Dr. Harsh Wardhan	Eminent Person, Local Society, Yamuna Nagar	Present	
5	Mrs. Samira Saluja	Executive Director, Oriental Engineering works Pvt Ltd, Yamuna Nagar	Present	
6	Ms. Manisha Sasson	Member, Alumni	Present	
7	Dr. Meenu Jain	Associate Professor	Present	
8	Dr. Vineet	Associate Professor	Present	
9	Dr. Sunita Kaushik	Associate Professor	Present	
10	Dr. Surinder Kaur	Associate Professor	Present	
11	Mrs. Sangeeta Goel	Associate Professor	Present	
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Alka Singhal	Associate Professor	Present	
14	Dr. Meenakshi Saini	Associate Professor	Present	
15	Mr. Gagan Deep	Deputy Superintendent	Present	
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	

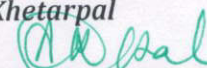
**Agenda1: To discuss outcome of General body meeting:**

Madam Principal Dr. Abha Khetarpal started the meeting and discussed the outcomes of a very successful General body meeting held at DAV College Managing committee, Delhi. She explained that the agenda for five years 2015-16, till 2019-20 was presented there. She appreciated the efforts of the office, as the annexures were very well prepared and were self-explanatory. All points in the agenda were appreciated and approved with minor changes in the details by DAV College Managing Committee, Delhi.

Name : **Dr. Rachna Soni**

  
 Signature of the Coordinator, IQAC

Name : **Dr. Abha Khetarpal**

  
 Officiating Principal  
 D.A.V. College for Girls  
 Yamuna Nagar (HR)  
 Signature of the Chairperson, IQAC

**D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**(SESSION 2021-2022)**  
**MINUTES OF THE MEETING**

Minutes of Meeting of IQAC held on **January 31, 2022 (Monday)** in the Office of the Principal. The following members attended the meeting.

Sr. No.	Name of the Member	Designation	Status (Present/Absent)	Signature
1	Dr. Abha Khetarpal	Chairperson	Present	
2	Dr. Rachna Soni	Coordinator	Present	
3	Mr. M.C. Sharma	Hony Treasurer, D.A.V. College Managing Committee, New Delhi	Present	
4	Dr. Harsh Wardhan	Eminent Person, Local Society, Yamuna Nagar	Present	
5	Mrs. Samira Saluja	Executive Director, Oriental Engineering works Pvt Ltd, Yamuna Nagar	Present	
6	Ms. Manisha Sasson	Member, Alumni	Present	
7	Dr. Meenu Jain	Associate Professor	Present	
8	Dr. Vineet	Associate Professor	Present	
9	Dr. Sunita Kaushik	Associate Professor	Present	
10	Dr. Surinder Kaur	Associate Professor	Present	
11	Mrs. Sangeeta Goel	Associate Professor	Could not attend	On leave
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Alka Singhal	Associate Professor	Present	
14	Dr. Meenakshi Saini	Associate Professor	Present	
15	Mr. Gagan Deep	Deputy Superintendent	Present	
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	

**Agenda 1: Formation of IQAC Committee Members:**

S.No.	Name of the Member	Designation
1	Dr. Abha Khetarpal	Chairperson
2	Dr. Rachna Soni	Coordinator
3	Mr. M.C. Sharma	Hony Treasurer, D.A.V. College Managing Committee, New Delhi
4	Dr. Harsh Wardhan	Eminent Person, Local Society, Yamuna Nagar
5	Mrs. Samira Saluja	Executive Director, Oriental Engineering works Pvt Ltd, Yamuna Nagar
6	Ms. Manisha Sasson	Member, Alumni
7	Dr. Meenu Jain	Associate Professor
8	Dr. Vineet	Associate Professor
9	Dr. Sunita Kaushik	Associate Professor
10	Dr. Surinder Kaur	Associate Professor
11	Mrs. Sangeeta Goel	Associate Professor
12	Mrs. Shalini Chhabra	Associate Professor
13	Dr. Alka Singhal	Associate Professor
14	Dr. Meenakshi Saini	Associate Professor
15	Mr. Gagan Deep	Deputy Superintendent
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent

**Agenda 2: Augmentation of members of NAAC committee:**


Following staff members will be the incharges for the criterion for AQAR 2021-2022.

Sr. No.	Particulars	Name of the Staff Member
1	Criterion I	Dr. Vineet Dr. Rita Singh Mrs. Kanika Goel
2	Criterion II	Dr. Meenakshi Saini Mrs. Shalini Chhabra Mrs. Lovely Raj
3	Criterion III	Mrs. Vivek Maj. Ms. Geeta Sharma Mrs. Parul Singh
4	Criterion IV	Dr. Surinder Kaur Mrs. Sangeeta Goel Ms. Ritika
5	Criterion V	Dr. Alka Singhal Dr. Neeta Dwivedi Mrs. Nishi Grover
6	Criterion VI	Dr. Vishav Prabha Dr. Monika Sharma Dr. Nitasha Malhotra Bajaj
7	Criterion VII	Dr. Sunita Kaushik Dr. Anita Moudgil Dr. Shikha Saini

Name : **Dr. Rachna Soni**

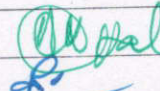

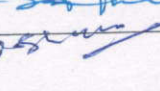
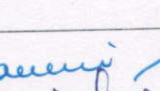
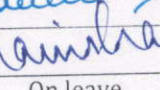
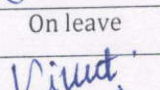
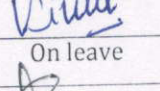
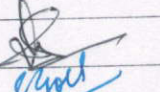
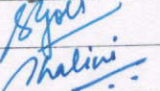
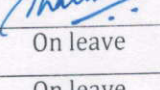
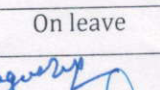

  
Signature of the Coordinator, IQAC

Name : **Dr. Abha Khetarpal**

  
Officiating Principal  
Signature of the Chairperson, IQAC  
Deputy Director of College for Girls  
Yamuna Nagar (HR.)

**D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**(SESSION 2021-2022)**  
**MINUTES OF THE MEETING**

Minutes of Meeting of IQAC held on **February 19, 2022 (Saturday)** in the Office of the Principal. The following members attended the meeting.

Sr. No.	Name of the Member	Designation	Status (Present/Absent)	Signature
1	Dr. Abha Khetarpal	Chairperson	Present	
2	Dr. Rachna Soni	Coordinator	Present	
3	Mr. M.C. Sharma	Hony Treasurer, D.A.V. College Managing Committee, New Delhi	Present	
4	Dr. Harsh Wardhan	Eminent Person, Local Society, Yamuna Nagar	Present	
5	Mrs. Samira Saluja	Executive Director, Oriental Engineering works Pvt Ltd, Yamuna Nagar	Present	
6	Ms. Manisha Sasson	Member, Alumni	Present	
7	Dr. Meenu Jain	Associate Professor	Could not attend	On leave
8	Dr. Vineet	Associate Professor	Present	
9	Dr. Sunita Kaushik	Associate Professor	Could not attend	On leave
10	Dr. Surinder Kaur	Associate Professor	Present	
11	Mrs. Sangeeta Goel	Associate Professor	Present	
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Alka Singhal	Associate Professor	Could not attend	On leave
14	Dr. Meenakshi Saini	Associate Professor	Could not attend	On leave
15	Mr. Gagan Deep	Deputy Superintendent	Present	
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	


**Agenda 1: Preparation of policy documents of various clubs and committees-**

- The Eco Club and Harit Haryana Abhiyaan Committee of the college is to provide the policy document to create eco friendly environment in campus as a part of Green Initiates in the college for the year 2021-22.
- The Women Cell, Youth Red Cross and Legal Literacy Cell to provide the information/policy document regarding the details of activities to be organised to instill positive thoughts on gender issues and to spread the awareness regarding the same.
- The students' council and discipline committee to provide the policy document of rules and regulations for the students to maintain the standards of discipline and dignified behaviour.
- The Eco club to provide the policy document for recycling of waste for the year 2021-22.
- Remedial Coaching and Equal Opportunity and Disability Cell to provide policy document for signage and display board for the purpose of safety and comfort of the differently abled students and to hold the students' attention to important announcements, notices, disciplinary and security guidelines in the college.

Name : **Dr. Rachna Soni**

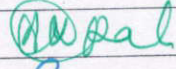


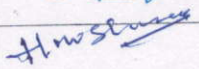

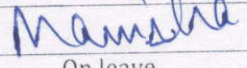
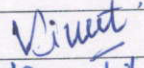
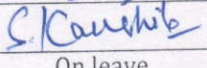
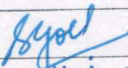
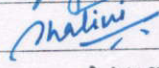
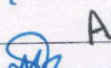
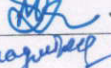
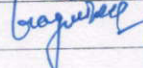

  
 Signature of the Coordinator, IQAC

Name : **Dr. Abha Khetarpal**

  
 Officiating Principal  
 Signature of the Chairperson, IQAC  
 D.A.V. College for Girls  
 Yamuna Nagar (HR.)

**D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**(SESSION 2021-2022)**  
**MINUTES OF THE MEETING**

Minutes of Meeting of IQAC held on **March 12, 2022 (Saturday)** in the Office of the Principal. The following members attended the meeting.

Sr. No.	Name of the Member	Designation	Status (Present/Absent)	Signature
1	Dr. Abha Khetarpal	Chairperson	Present	
2	Dr. Rachna Soni	Coordinator	Present	
3	Mr. M.C. Sharma	Hony Treasurer, D.A.V. College Managing Committee, New Delhi	Present	
4	Dr. Harsh Wardhan	Eminent Person, Local Society, Yamuna Nagar	Present	
5	Mrs. Samira Saluja	Executive Director, Oriental Engineering works Pvt Ltd, Yamuna Nagar	Present	
6	Ms. Manisha Sasson	Member, Alumni	Present	
7	Dr. Meenu Jain	Associate Professor	Could not attend	On leave
8	Dr. Vineet	Associate Professor	Present	
9	Dr. Sunita Kaushik	Associate Professor	Present	
10	Dr. Surinder Kaur	Associate Professor	Could not attend	On leave
11	Mrs. Sangeeta Goel	Associate Professor	Present	
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Alka Singhal	Associate Professor	Present	
14	Dr. Meenakshi Saini	Associate Professor	Present	
15	Mr. Gagan Deep	Deputy Superintendent	Present	
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	

**Agenda 1: Formation of Board of studies:**

It was decided to form Board of studies for courses under Kaushal Kendra, Community College and College Courses. (BVoc/College Course).

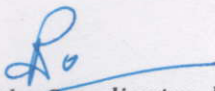
**Agenda 2: Brochure for B.Voc/Add on/College Courses:**

It was proposed that the course which is not having adequate strength be closed and then reintroduced every year according to prescribed minimum strength by DGHE/KUK. Separate Brochure for add on courses should be prepared.

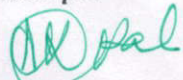
**Agenda 3: Uploading of information on college website:**

It was decided to put Feedback google forms of students, parents, alumni and faculty, Annual duty list tab, Event guidelines, Student orientation programs, videos on website/ YouTube.

Name : Dr. Rachna Soni

  
 Signature of the Coordinator, IQAC

Name : Dr. Abha Khetarpal

  
 Officiating Principal  
 D.A.V. College for Girls  
 Signature of the Chairperson, IQAC  
 Yamuna Nagar (HR.)

**D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC) (SESSION 2021-2022)**  
**MINUTES OF THE MEETING**

Minutes of Meeting of IQAC held on April 18, 2022 (Monday) in the Office of the Principal. The following members attended the meeting.

Sr. No.	Name of the Member	Designation	Status (Present/Absent)	Signature
1	Dr. Abha Khetarpal	Chairperson	Present	
2	Dr. Rachna Soni	Coordinator, IQAC	Present	
3	Mr. M.C. Sharma	Hony Treasurer, D.A.V. College Managing Committee, New Delhi	Present	
4	Dr. Harsh Wardhan	Eminent Person, Local Society, Yamuna Nagar	Present	
5	Mrs. Samira Saluja	Executive Director, Oriental Engineering works Pvt Ltd, Yamuna Nagar	Present	
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10	Dr. Surinder Kaur	Associate Professor	Could not attend	On leave
11	Mrs. Sangeeta Goel	Associate Professor	Present	
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Alka Singhal	Associate Professor	Could not attend	On leave
14	Dr. Meenakshi Saini	Associate Professor	Could not attend	On leave
15	Mr. Gulshan Kr. Nanda	Data Processing Superintendent	Present	
16	Mr. Gagan Deep	Deputy Superintendent	Present	

The meeting started with chanting of Gayatri Mantra.

- Agenda 1: To inform the attendee of the meeting about recent activities and achievements of the College** - Activities and achievements of the College read by the Principal of the College were noted and appreciated by the attendees of the meeting.
- Agenda 2: To seek suggestions and guidance regarding green audit and energy audit** - Dr. M.C. Sharma, Dr. Harshwardhan Sharma and Mrs. Samira Saluja suggested that we should take help from Government Departments such as Municipal Corporation, Forest Department, Haryana State Pollution Control Board alongwith concern academic departments of the college such as Bio-Sciences and Physics.
- Agenda 3: To discuss more industry collaboration in the form of MOUs and to enlist NGO for extension activities** - In this point it was discussed and decided that we will take help from Mrs. Samira Saluja and also from our DAV Institutions especially of Chandigarh for which Dr. M.C. Sharma and Dr. Harshwardhan Sharma will also help us.
- Agenda 4: To discuss waste recycling system** - In this point it was discussed and decided to get help from various Government and Non-Government recycling companies to get recycle all kind of waste of the College.
- Agenda 5: To seek suggestions and guidance regarding set up of incubation centre** - In this point it was decided that some faculty members of the College will visit some colleges where Incubation Centre is running and on the basis of that information we may use the same for our incubation centre.
- Agenda 6: Regarding verification of API Score of Dr. Gursharan Kaur, Mrs. Lovely Raj, Dr. Shikha Saini, Mrs. Parul, Dr. Nitasha M. Bajaj and Mrs. Kanika Goyal** - API score proformas in respect of Dr. Gursharan Kaur for State I to II and from Stage II to III and Mrs. Lovely Raj, Dr. Shikha Saini, Mrs. Parul, Dr. Nitasha M. Bajaj, Mrs. Kanika Goyal for Stage I to II were seen and approved by the attendees of the meeting.

The meeting came to an end with chanting of Shanti Path and vote of thanks to the Chair.

Name : Dr. Rachna Soni

Signature of the Coordinator, IQAC

Name : Dr. Abha Khetarpal

Signature of the Chairperson, IQAC  
 Officiating Principal  
 D.A.V. College for Girls  
 Yamuna Nagar (HR.)