

D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR
INTERNAL QUALITY ASSURANCE CELL (IQAC)
(SESSION 2023-2024)
MINUTES OF THE MEETING

Minutes of Meeting of IQAC held on **November 28, 2023 (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. Meenu Jain	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. Vineet	Associate Professor	Present	
8	Dr. Sunita Kaushik	Associate Professor	On Exam Duty	
9	Dr. Anita Maudgil	Associate Professor	Present	
10	Dr. Surinder Kaur	Associate Professor	Present	
11	Mrs. Sangeeta Goel	Associate Professor	ON LEAVE	
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Meenaksini Salai	Associate Professor	Present	
14	Mrs. Vivek	Associate Professor	Present	
15	Mrs. Bitika	Assistant Professor	Present	
16	Mr. Gagan Deep	Deputy Superintendent	Present	
17	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	

Agenda 1: Forwarding of Case of Promotion of Dr Meenu Jain (Principal Officiating) Associate Professor to the post of Professor and Dr Vishav Prabha, Associate Professor to the post of Professor.

- It was decided to forward the cases of Dr. Meenu Jain, Associate Professor of Economics and Dr. Vishav Prabha, Associate Professor of Hindi for promotion to the post of Professor to DAV College Managing Committee, New Delhi after the checking the API Score on the proforma prescribed by Kurukshetra University Kurukshetra.

Name : Dr. Rachna Soni

Coordinator, IQAC
 D.A.V. College for Girls,
 Yamuna Nagar (Haryana)

Signature of the Coordinator, IQAC

Name : Dr. Meenu Jain

Principal (Officiating)
 D.A.V. College for Girls
 Yamuna Nagar (Haryana)

Signature of the Principal, IQAC

D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR
INTERNAL QUALITY ASSURANCE CELL (IQAC) - (SESSION 2023-2024)

MINUTES OF THE MEETING

Minutes of Meeting of IQAC held on **January 24, 2024 (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. Meenu Jain	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. Vineet	Associate Professor	Present	
8	Dr. Sunita Kaushik	Associate Professor	Present	
9	Dr. Anita Maudgil	Associate Professor	Present	
10	Dr. Surinder Kaur	Associate Professor	Present	
11	Mrs. Sangeeta Goel	Associate Professor	On Leave	on leave
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Meenakshi Saini	Associate Professor	Present	
14	Mrs. Vivek	Associate Professor	Present	
15	Mrs. Ritika	Assistant Professor	Present	
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	
17	Mr. Gagan Deep	Deputy Superintendent	Present	

Agenda 1: Regarding Mentor Mentee meet to be held in Even Semester.

- The groups for the same should be small and the senior faculty members should also involve themselves in the addressing of students. Discipline duties be given to those junior faculty who do not have the groups assigned to them.
- If the mentors are on leave on the day of meet there should not be any merging of the groups

Agenda 2: The forwarding of the next grade/ promotional cases of the faculty

- The forwarding of the next grade/ promotional cases of the faculty be done through IQAC committee after checking the API score and document proofs in the meeting.

Agenda 3: Regarding Mentoring DAV COLLEGE SADHAURA for NAAC accreditation

- The tasks which are mentioned in the DHE letter no./Memo no 1/5-2023 stat (NAAC) should be taken up in the form of seminars and workshops by inviting the Resource persons /experts of the concerned fields and the faculty of the Mentee College be called for the same.

Agenda 4: AQAR be submitted after due checking

Agenda 5: SSR report should be prepared from the month of April for next cycle of accreditation

Agenda 6: Discipline duties for the even semester

- Discipline duties for the even semester have already been assigned by the college to faculty members. All members on discipline duties must report lapses during their duty time to floor incharges.

Name : **Dr. Rachna Soni**

Signature of the ~~Coordinator~~, IQAC
 Coordinator, IQAC
 D.A.V. College for Girls,
 Yamuna Nagar (Haryana)

Name : **Dr. Meenu Jain**

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

D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR
INTERNAL QUALITY ASSURANCE CELL (IQAC) - (SESSION 2023-2024)

MINUTES OF THE MEETING

Minutes of Meeting of IQAC held on **March 19, 2024 (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. Meenu Jain	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. Vineet	Associate Professor	Present	
8	Dr. Sunita Kaushik	Associate Professor	Present	
9	Dr. Anita Maudgil	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. Meenakshi Saini	Associate Professor	Present	
14	Mrs. Vivek	Associate Professor	Present	
15	Mrs. Ritika	Assistant Professor	ON Leave	on leave
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	
17	Mr. Gagan Deep	Deputy Superintendent	Present	

Agenda 1: Flyer for Alumni of the college

- It was decided that the flyer of the working Alumni be made with their passport size photo and present designation and name of company/institution they are working with.

Agenda 2: AQAR Data for the session 2023-24

- The Head of Departments and Conveners of clubs and committees should start the compilation of data for the session 2023-24 for AQAR to be submitted on the due date.

Agenda 3: Changes for the data collection in the AQAR Performa

- Criterion Incharges of AQAR to check the Performa available with Mr. Anil Kumar Nanda (Dept of Computer Science and Appl) for any changes or any specific instructions to be given for the data collection in their criterion questions for the session 2023-24.

Agenda 4: Faculty Development Programme (FDP) be conducted for the scanning and proper formatting of the data for the session 2023-24

Agenda 5: Record keeping of remedies for weak students in the college

- The head of the departments should keep the record of the extra classes taken for weak students by the faculty in their free periods in the form of attendance and geo-tagged photographs.

Agenda 6: The instructions for the filling up of AQAR data by Head of the Dept s and Conveners of Clubs and committees

- The file name for the proofs should be given as name of the dept followed by question no.
- The proofs should be given in word format instead of in PDF.
- For the written questions there should not be link of the drive of their respective depts. The content should be pasted at the space given in the specific question.

Name : **Dr. Rachna Soni**

Name : **Dr. Meenu Jain**

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

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

D.A.V. COLLEGE FOR GIRLS, YAMUNA NAGAR
INTERNAL QUALITY ASSURANCE CELL (IQAC) - (SESSION 2023-2024)

MINUTES OF THE MEETING

Minutes of Meeting of IQAC held on **April 23, 2024 (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. Meenu Jain	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. Vineet	Associate Professor	Present	
8	Dr. Sunita Kaushik	Associate Professor	Present	
9	Dr. Anita Maudgil	Associate Professor	Present	
10	Dr. Surinder Kaur	Associate Professor	Present	
11	Mrs. Sangeeta Goel	Associate Professor	on leave	
12	Mrs. Shalini Chhabra	Associate Professor	Present	
13	Dr. Rita Singh	Associate Professor	Present	
14	Dr. Meenakshi Saini	Associate Professor	Present	
15	Mrs. Vivek	Associate Professor	Present	
16	Mr. Gulshan Kumar Nanda	Data Processing Superintendent	Present	
17	Mr. Gagan Deep	Deputy Superintendent	Present	

To fill the updated status of NAAC Accreditation of Government Aided Private Colleges (the google form to be filled which is received by DGHE Haryana vide Memo No-1/5-2023 Stat(NAAC) dated 19.04.2024 email dated Fri, 19 Apr 2024 15:48:27 naacedu1@gmail.com)

Agenda 1: College has to decide if not accredited till date under which methodology the Institution wants to get accredited

- Present Methodology of NAAC
- Binary Accreditation

The Committee decided to go in favour of Binary Accreditation System for which notification is still awaited. As required by the DGHE Haryana, the institution will upload the undertaking that after the notification by NAAC the process will be initiated and completed within prescribed time.

Name : **Dr. Rachna Soni**

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

Name : **Dr. Meenu Jain**

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

Date: May 15, 2024

Subject: Minutes of Online Meeting on Google Meet Platform on New NAAC 2024 - Binary Accreditation Re-forms (which are yet to be notified by NAAC), NAAC Accreditation Status and AQAR Submission.

Participants: Staff members of D.A.V. College, Sadhaura

Agenda 1: New NAAC 2024-Binary Accreditation Re-forms (which are yet to be notified by NAAC)

The IQAC Coordinator addressed the meeting and briefed about the New NAAC 2024-Binary Accreditation reforms. Following points were discussed

1. **Binary Accreditation Reforms:** It was elaborated the new reforms will have ten criterions inputs where as in the present one only seven criterion inputs are there.
2. **Promotion of Indian Knowledge System:** It was suggested to form Indian Knowledge system Cell/Committee for conducting various Seminars /workshops/ Guest lectures in this regard. It was also suggested to involve Dept of Hindi, Sanskrit, Yoga, etc., to this purpose. Some short term courses on IKS can also be introduced.
3. **Online courses through SWAYAM and other recognized platforms:** A focus on incorporating skill-based courses into the curriculum through SWAYAM/any other Recognized platform was recommended to enhance students' employability and meet industry demands.
4. **Faculty Development:** Emphasis on orientation program for the newly inducted faculty along with regular seminar/workshops/conferences and FDPs for faculty and non teaching staff.
5. **Industry Academia linkages:** The signing of Memorandums of Understanding (MOUs) with industry partners and educational institutions for facilitating collaborative projects and internships.
6. Activities regarding mental health should be promoted through formation of Mental Health club/cell.


Agenda 2: Institutional Development Plan

It was discussed that IDP should be prepared having SWOC analysis and in line with the Vision and Mission of the college.

Agenda 3: Review of AQAR submission Status

It was discussed that the data for the pending AQARs be collected for submission of the pending AQARS.


Dr. Rachna Soni
IQAC, Coordinator


Principal (Officiating)
Principal (Officiating)
D.A.V. College for Girls
Yamuna Nagar (Haryana)