

Minutes of 31st Meeting of the IQAC

Date: 30 May, 2022
Time: 3:00 p.m.
Venue: Auditorium, Aggarwal College, Ballabgarh

MEMBERS

1. Chairperson

Dr. Krishan Kant, *Principal*

2. Administrative Officers

Dr. K. L. Kaushik, *CoE*
Dr. Ram Chander, *Librarian*
Sh. Manmohan Singla, *Dy. Supdt.*

3. Faculty Members

Ms. Kamal Tandon, *Associate Professor*
Dr. Usha Aggarwal, *Associate Professor*
Dr. Sanjeev Gupta, *Associate Professor*
Dr. JayPal Singh, *Associate Professor*
Dr. Geeta Gupta, *Associate Professor*
Dr. Sarika Kanjlia, *Assistant Professor*
Dr. Pooja Saini, *Assistant Professor*
Dr. Parveen Gupta, *Assistant Professor*
Dr. Renu Maheshwari, *Assistant Professor*
Dr. Shilpa Goel, *Assistant Professor*
Dr. Sachin Garg, *Assistant Professor*

4. Management Nominee

Sh. M. C. Mittal
Sh. Vinod Mittal

5. Nominee from Local Society, Students and Alumni

Sh. Sunil Garg, *Bhartiya Sanskriti Gyan Pariksha, Palwal*

6. Nominee from Employers/Industries/Stakeholders

Prof. Sandeep Grover, *JC Bose University of Science & Technology YMCA, Faridabad*
Prof. S.K. Chakarvarti, *Ex-NIT, Kurukshetra*
Sh. Krishan Mohan Sharma, *Chartered Engineer*
Sh. Romesh Chaudhary (*Industry*)
Ms. Jaya Goyal, *IamSME of India*
Dr. Rekha Goyal, *Associate Professor, K.L. Mehta DN College for Women, Faridabad*
Sh. Raman Handa, *Wadhvani Foundation, New Delhi*

7. Dy. Coordinator of IQAC

Dr. Naresh Kamra, *Associate Professor & Bursar*

8. Student Members

Ms. Priya Dagar, *M.A. (Economics) Previous*
Ms. Divya, *B.A. Final Year*

9. Coordinator of IQAC

Dr. Manoj Shukla, *Associate Professor*

31.1 Opening remarks by the Hon'ble Principal Dr. Krishan Kant, Chairman IQAC and Welcome to the members of IQAC

Principal Dr. Krishan Kant, Chairman IQAC, extended a warm welcome to the members and the external experts-Prof. S. K. Chakarvarti, Dr. Rekha Goyal and Mr. Romesh Chaudhary. He posited that he felt highly emboldened to share with the house that during the period 1 June, 2021- 31 May, 2022 (NAAC assessment period), the whole college community worked with full dedication and implemented all the resolutions of IQAC meetings effectively and further shared that the all HODs are continuing with the myriad practices with cooperation and involvement of students and setting benchmarks in related arena of quality in HEIs. Principal Dr. Krishan Kant said that the contributions of external experts has been unparalleled and remarkable. He exhorted the faculty members of the IQAC to ramp up efforts and work with full zest for AQAR 2022-23 as this is penultimate one before we apply for next accreditation.

31.2 Confirmation of the minutes of the 30th meeting of the IQAC held on 22 January, 2022

The minutes of 30th meeting of the IQAC held on 22 January, 2022 were circulated among all the members.

The house considered and resolved that the minutes of 30th meeting of the IQAC held on 22 January, 2022 be confirmed.

31.3 Report on follow up action taken on the decision sad opted by the IQAC in its 30th meeting held on 22 January, 2022

To note the follow-up actions taken on the decisions taken by the IQAC in its 30th meeting held on 22 January, 2022.

Resolved that the follow up action taken as above be noted.

29.4.2 Adopting schools in nearby areas

The House was apprised that the practice "Adoption of Schools" has been implanted by all the departments. The faculty and students of different departments are carrying out various activities in the respective adopted schools.

It was resolved by the house that it be made the **Best Practice** of the college and activities in the adopted schools should be carried out with more vigor in coming years

30.6.1 360 Degree Performance Appraisal, Feedback System and its Review

Keeping under consideration, post pandemic challenges and changing students expectations the new performance feedback system prepared after due consultation and erudite input from the experts shall be in vogue and will be available both online and physical mode. It will be uploaded on the college portal by 1st June, 2022 for the session 2021-22 for action taken report and analysis.

The house lauded the initiative as this practice will enhance the efforts put in by the institution for overall holistic growth of the students. It will in turn

contribute towards quality education being provided to the students.

30.6.2. Best Practice: Bridging the Learning Gap (Activity पहुँच)

The house was apprised of the initiative 'Pahunch: Bridging the Learning Gap' under which the teachers have identified students who are taking care of primary school students in the vicinity of their homes and guiding and teaching them, thus bridging the learning gap resulting from the corona virus pandemic.

The House resolved that this practice be made the **Best Practice** of the institution and will continue from now onwards as a way to give back to the society.

These efforts were highly appreciated.

30.6.3 To introduce new Capacity building and skill enhancement courses.

The Chairman IQAC apprised the House about the number of Certificate Courses being run in the college to upscale the employability skills of the students and thus make them market ready. In consonance with the Skill India Mission of Hon'ble PM Sh. Narendra Modi, he said that the college wishes to make its students self-reliant and self-employable. He shared with the House that they have signed MoUs for 10 Certificate Courses being run in the college in collaboration with different organizations: 07 with NSIC, 02 with Wadhvani Foundation and 01 with Vedic Mathematics. One course has been completed and Certificates will be provided to the successful students after the assessment.

The house extolled the endeavors made.

30.6.4 Special programs for advanced learners and slow learners

The Chairman acquainted the House with the efforts being made by concerned teachers to take up slow learners and help them in all manners to bring them at par with their peers in the class and thus bridge the learning gap and hence boost up their self-esteem. The new performa has already been shared with the staff with an altogether new emphasis on the programme. Students' details and their performance was duly shared with the members.

The efforts were appreciated.

30.6.5 Workshops for Girl Students' "Online Safety: Preventions and Interventions"

The house was made aware of the conduct of two workshops relevant to the topic- one was on 'Cyber Crime and Crime against Women' and the other was on 'Self Defence and Increasing Cyber Crimes'. In the wake of increasing crimes against women, these workshops proved fruitful for the girls', making them aware of various safety measures that need to be taken during some crises.

The house lauded the efforts of the organizers for the successful conduct of these workshops.

30.6.6. Young Alumni Achievers Award

The action taken on the resolution was shared with the house. The house was briefed about our two Alumni CA Kailash Chand Gupta and CA Pradeep Bansal

who have been bestowed with **Young Alumni Achievers Award** as they have been providing financial and intellectual aid to the needy students of our institution, thus helping them to continue with their studies. In the Alumni Meet organized on 22nd May 2022, 09 students were given scholarships by these two alumni and a total of 420 alumni attended this event.

The initiative was highly appreciated.

30.6.7. Formation of Sustainable Development Goals (SDGs) Club

The house was apprised of the Inauguration of the SDGs Club and its subsequent creation. The Chairman IQAC told about the adoption of four goals which are ‘Good Health and Well Being’, ‘Quality Education’, ‘Gender Equality’ and ‘Affordable and Clean Energy’ out of 17 goals which are prescribed by the UN. These four goals are directly related to our institution. For their successful accomplishment, various activities will be planned and executed in the next six months for which 08 Coordinators and 120 volunteers have been appointed under the convenorship of Dr. Manoj Shukla. The roadmap for these activities is being prepared.

The house applauded the energies put in for the execution of these goals.

30.6.8 Reformed Mentor –Mentee System

The house was apprised that the mentor -mentee system has been very much in place but has been redesigned and refurbished with detailed information solicited from the students. The new performa has been duly approved in the Academic Council meeting. The members were told that now the mentor-mentee performa will be in a booklet form comprising of 40 leaves so that it is passed on to the next mentor in the next academic session. The revised performa will elicit such information from the students such as awards, honours, competitions won, grievances, punishments, etc.

Dr. Rekha suggested that this data thus collected can be utilized for improvement of our other systems. For example, the data of students clearing competitions can be used to gauge their progress. She further said that the college can begin their own competitive classes.

Her suggestion was well taken.

The revised mentor-mentee system was applauded.

30.6.9 Workshop on Intellectual Property Rights (IPRs)

The house was apprised that out of three workshops decided in the last meeting of IQAC held, on 22nd January 2022, one workshop has already been successfully conducted. This workshop has been third in the series during this academic period

31.4 AQAR 2020-21 submitted to NAAC

The Chairman apprised the house that the annual AQAR 2020-21 has been successfully uploaded on the NAAC Website and has been accepted also. As an annual practice, all AQARs are submitted on or before 31st December after the approval of the IQAC.

This practice was appreciated with special mention of the diligent work ethics of the Chairman IQAC Dr. Krishan Kant.

31.5 Minutes of the meeting of Academic Council held on 23-04-2022

The minutes of the meeting of Academic Council held on 23rd April 2022 were placed before the House. The Chairman briefed the House on the key aspects discussed in the meeting of the Academic Council. The IQAC was informed about the preparation of curriculum of the Certificate courses, the 19th Newsletter of the college, etc. The efforts of the college in these aspects were highly appreciated in the Academic Council meeting.

Resolution: The minutes of the Academic Council presented before the House were ratified.

31.6 To consider the new initiatives and practices of the college

31.6.1 Introduction of Home Examinations in Even semester w.e.f. 01-06-2022

The house was informed about the commencement of Home Examinations for the even semester also. Previously the exams were conducted during the odd semesters only but after the corona pandemic, to break the complacency of the students regarding exams in physical mode, the college has adopted this practice in even semester also. This initiative has been undertaken to sensitize the students regarding the examination system and also to prepare them for their final university exams. The Chairman apprised the house that the results of online exams conducted during odd semesters in lockdown period were encouraging as the attendance was hundred percent and the students took the exams in the right Ernest.

Resolution: The initiative to introduce the home examination in even semester also was lauded and approved.

31.6.2 Setting up of Stitching, Embroidery and Apparel Design Centre

The house was apprised that in order to start more initiatives to empower our girl students, MoUs have been signed with different skill institutes to provide self-sustainable skills to our girl students. In this direction, a tripartite MoU has been signed with Mahavir Sewa Society which has signed a pact with Singer Company. Under this initiative, a three- month Certificate course and six- month Diploma course in Stitching, Embroidery and Apparel Design has been started in the college. After the completion of the course, financial assistance will be provided by the Singer Company to students seeking to set up their own enterprise.

Dr. Rekha suggested to set up more such centers in the fields of Baking, cooking and gift packing, etc.- a step towards women empowerment.

The suggestion was well taken.

The house applauded the initiative and approved it.

The Chairman further told that another MoU with Sewa Samiti- a subsidiary of RSS has been signed to start a course in Tally. 30 students have been identified who will be awarded the Certificates after the completion of the course. As an incentive, it is made free of cost for the pilot batch. The course also ensures good job placement.

The house appreciated this initiative of the college in setting up of Stitching, Embroidery and Apparel Design Centre.

31.7 Any other item with the permission of the chair.

31.7.1 Course on Analytical Techniques

The Chairman put up before the house proposal about another Certificate Course being started in the college on Analytical Techniques having six modules and of eight- week duration. He informed that this course is being started in association with J.C. Bose YMCA University of Science and Technology Faridabad and an another organization. For this, an Analytical Lab is also proposed to be set up in the college.

The proposal to start Course on Analytical Techniques was approved by the House.

31.7.2 German Language Course

The house was informed about another MoU with YES Germany, a national organization, to start a German Language Course in the college to help students cater to global market. The organization aspires to start with the beginners' level to apprise the interested students about the fundamentals of German Language and thus improve their job profile and provide the students an edge over others.


The House appreciated the initiative of the start of the German Language Course and approved this proposal.

31.7.3 Prof. S. K. Chakarvarti suggested to take up the case of drop out students. He suggested that the reasons for drop out of students and remedial actions taken should be put up in the next IQAC meeting.

The suggestion was well taken.

The House was informed that this IQAC meeting is the last meeting of this session as per NAAC schedule.

The meeting ended with vote of thanks to the Hon'ble Chairman IQAC, Dr. Krishan Kant, external experts, stakeholders and all other members of the IQAC by Dr. Manoj Shukla, Coordinator, IQAC.


Coordinator, IQAC
Aggarwal College, Ballabgarh




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