

Minutes of 32nd Meeting of the IQAC

Date: 12 November, 2022 Time: 3:00 p.m.

Venue: IQAC Room, 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. Sanjeev Kr. Gupta, *Associate Professor*

Dr. Jay Pal Singh, *Associate Professor*

Dr. Geeta Gupta, *Associate Professor*

Dr. Sarika Kanjlia, *Assistant Professor*

Dr. Pooja Saini, *Assistant Professor*

Dr. Parveen Gupta, *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, *J C 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, *IamSMEofIndia*

Dr. Rekha Goyal, *Associate Professor, KL 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. Students Members

Ms. Priya Dagar, *M.A. (Economics) Previous*

Ms. Divya, *B.A. Final Year*

9. Coordinator of IQAC

Dr. Manoj Shukla, *Associate Professor*

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

Hon'ble Chairman Dr Krishan Kant extended a whole-hearted welcome to all the members and external experts of the IQAC of the college- Prof.S.K.Chakarvarti, Prof. Sandeep Grover, Sh. Raman Handa, and Sh. Sunil Garg and acknowledged the erudite input and highly knowledgeable contribution of the experts in introducing new concepts and providing meaningful and prophetic pointer for the 360 degree progression of the institution and informed the house that Dr. Sanjeev Kumar Gupta is looking after the Self Finance Wing on superannuation of Dr. Usha Aggarwal. The Career Counselling and Placement Centre under the directorship of Dr. Sanjeev Kumar Gupta making all efforts to introduce new certificate courses so as to equip students with extra skills. The outperformance of sport stars of the college in World Deaf Olympics, University Championships and honour by the Chief Minister of Haryana was also put on record and their achievements were appreciated and acknowledged by the house.

The chairperson appreciated and congratulated the department of Sanskrit for stupendous success of one day National Conference.

32.2 Confirmation of the minutes of the 31st meeting of the IQAC held on 30-05-2022

The minutes of 31st meeting of the IQAC held on 30th May, 2022 were circulated among all the members.

The house considered and resolved that the minutes of 31st meeting of the IQAC held on 30th May, 2022 be confirmed.

32.3 Followup action report on the decisions taken by the IQAC in its 31st meeting held on 30-05-2022

To note the followup actions taken on the decisions taken by the IQAC in its 31st meeting held on 30th May, 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 implemented by all the departments as it is now the Best Practice of the college. The faculty and students of different departments are carrying out various activities in their respective adopted schools such as counselling, IT training, quiz, guest lectures etc. to name a few. Prof. Chakarvarti suggested

that senior students of the college should be sent there to compensate for the scarcity of teachers in the school. He further suggested to see the scope of providing financial help to the poor students.

The Chairperson conveyed that the college has been providing support in the form of planting grass and other requirements as desired by the schools. He further told all HoDs to explore the kind of help that can be rendered to the poor and needy students of the schools in the form of fees, stationery or dress.

He apprised the house that a total of 10 schools have been adopted and this effort of the Hon'ble Chairperson was highly eulogized by all.

Prof Chakarvarti suggested that teachers and students of the schools should be given first hand information of NEP-2020 and for that hon'ble Chairman and senior faculty members can visit these schools to update the students and teachers on NEP -2020. The suggestion was well taken for implementation.

It was resolved that all HoDs will fix a date with these schools and arrange for a lecture on NEP-2020 by Principal Dr Krishan Kant, Prof Chakarvarti, Dr Shukla and senior faculty

All HoDs to be informed.

30.6.2 Report on the practice: Bridging the Learning Gap

The house was apprised that this practice: Bridging the Learning Gap-has been made the best practice of the college and once made it will remain in practice forever. Around 100 students are involved in this activity under which they teach primary class students in their vicinity. Proper record is also maintained regarding this.

The effort was appreciated.

All HODs should carry on the activity with more vigour and commitment

30.6.7 Report on SDGs ClubActivities

The house was apprised that under SDGs Club of the college, four goals out of seventeen as enunciated by the United Nations have been taken up by the college under which workshops, essay writing competitions and self defence workshops have been conducted. One week Tree Plantation drive was also organised in association with Forest Department by Dr Sanjeev Gupta. One National Conference on 'SDGs and HEIs' was also held in the college on June 28-29, 2022 which was sponsored by DGHE Haryana and one edited book on SDGs was also released in this conference.

The outcome was greatly extolled by the house.

31.6.1 Introduction of Home Examinations in even semester w.e.f 1-6-2022

The members were apprised that the home Examinations in even semester were smoothly conducted and that exams for the odd semester will also be conducted. The status of syllabus completion was sought and it was decided that in 10 days all the syllabus should be completed and preparations for exams be made.

31.6.2 Setting up of stitching, embroidery and apparel design centre

The house was told about the setting up of Stitching, Embroidery and Apparel Design Centre and the students are highly benefitted.

Prof Chakarvarti suggested that the souvenirs made by the students should be well displayed so as to encourage them and also showcase their talent.

The suggestion was well taken for implementation.

Dr. Rekha Sain should be informed to act accordingly

31.7.1 Course on Analytical Techniques

The house was told that students will be enrolled in this Course on Analytical Techniques and that instruments are already in the labs. The course will begin from the next semester. Prof. Grover suggested that for sophisticated and high end instrument usage, students can visit YMCA university Faridabad.

Prof Chakarvarti suggested that there is a workshop on Analytical Techniques under Stuti Programme at Shivaji University Kolhapur for which faculty can participate.

It was decided that the faculty will be sent there to attend this workshop.

Dr. Meenu Aggarwal shall be given responsibility to implement this course.

31.7.2 German Language Course

All the members were told about the certificate course in German language being conducted in association with Yes Germany organisation. A Total of 18 students have enrolled for it and certificates will be given on the successful completion of the A1 level.

Prof Chakarvarti suggested to display the certificate in the report.

Dr. Sarika Kanjlia shall submit a detailed report in the next meeting of IQAC.

31.7.3 Drop out of students and remedial actions taken

The house was informed that the process of data collection of Drop out of students and analysis is under process and will be submitted in the next meeting of the IQAC.

Sh. Manmohan Singla has to take actions in this regard.

32.4 Ratification of policies

- A. Energy and Carbon policy
- B. Staff welfare policy
- C. Policy on gender equity and prevention of gender based discrimination

The house was apprised that after discussion with external experts and receipt of their advice, the policies were formulated and approved by the College Governing Body meeting dated. 27-07-2022. These are now placed before the IQAC for ratification.

All the highlights of the policies were presented before the house and all the IQAC members were briefed about them.

A. Energy and Carbon Policy

The house was informed about the Eco Club and Energy Conservation Club in the College under which awareness is spread among the students, faculty and community through various activities. It was suggested that beyond campus environment awareness activities should be conducted so as to bring about behavioural changes in the society. The outcome of Energy and Carbon policy were discussed. The Chairperson informed that the college has 162 KV solar power installed capacity. As a result of the same electricity bill has reduced to a great extent. LED lights are being used in the college due to which Carbon emission and heat generation has also reduced to a great extent. The first Monday of every month is celebrated as Green Day which is also marked as no Vehicle day.

In recognition of these efforts, the college has bagged prestigious State Energy Conservation Award under HREDA.

Prof Chakarvarti has suggested to make it into a module under which Solar energy awareness in the students should be spread further.

The suggestion was well taken.

Conveners of Eco club, SDG Club and energy conservation club should be asked to do more activities on this issue and progress report to be shared with the IQAC in the next meeting

B. Staff Welfare Policy.

All the features of this policy were discussed that include fee concession in crores to the students, dress for staff, advance salary to the staff.

Prof Grover suggested the Policy of Grievance Redressal Mechanism. He also said that welfare should be mentioned in terms of number and amount.

C.Policy on Gender Equity and of prevention of Gender based discrimination.

The members were informed about the existence of Internal Complaints Committee in the college that has a lawyer and an outside expert also besides college faculty. It looks to all the grievances of the employees.

Mr. Raman Handa suggested half an hour training session system for awareness of all employees. All the three policies placed before the house were highly endorsed and ratified. All the suggestions were well taken.

IQAC Cordinator should be asked to act on the recommendations

32.5 To consider the new initiatives and practices in the College.

32.5.1 Implementation of NEP2020

Reference to notifications from Principal Secretary Higher Education, Haryana dated 02-11-2022 and Advisor Haryana Education Council (HSHEC) dated 28-10-2022, it is necessary to to prepare our nstitution for implementatin of NEP2020 effectively intime.

All the seventeen action points mentioned in the notification were dicussed and it was suggested that any deficiency and improvements in the concerned are may be taken up well in time. Advice was solicited from all the members. A committee was constituted to prepare the IDP (Institutional Development Plan) and report should be presented in 15 days.

- Ms Kamal Tandon - Convenor
- Dr Jaypal Singh
- Dr Sanjeev Gupta
- Dr Geeta
- Dr Sarika
- Dr Shilpa
- Mr Manmohan Singla

It was suggested that UGC website be visited and IDPs of some good educational institutions be referred before formulating the IDP of the college. It was proposed that the final shape and whetting will be provided by the Chairman, IQAC.

Prof Grover suggested that an excel sheet showing timeline and road map be made. He also shared IPDs of some important institutions for consultation and framing of own IDP.

It was resolved that an effective and comprehensive develoment plan be made so that improvements in the concerned are may be takenup well in time.

All members should be informed and report should be submitted by 05.01.2023.

32.5.2 Project Based Learning: Implementation & Effectiveness

The house was apprised that NEP- 2020 emphasises on implementation of Project Based Learning so that students acquire in depth knowledge and skills. To make it more effective it is required that teachers are fully equipped to motivate students to learn through PBL.

It was proposed that workshops/ seminars on PBL may be organised for faculty to make them well versed in implementing PBL for students.

Prof Chakarvarti suggested that models and ideas from other institutions should be considered. He further added that brainstorming ideas by faculty should be solicited.

Mr Raman Handa advocated that case studies and formal training needs to be given to the students and for every topic, there are PBL and case studies.

It was resolved that an awareness programme should be conducted to sensitise both teachers and students. It was further decided that experts should be invited to conduct sessions for the same for the benefit of students.

All HoDs should be informed to undertake project based learning and shall submit a report in the next IQAC meeting.

32.5.3. Mission LIFE

Insync with Prime Minister's initiative LIFE (Life Style For Environment), it was proposed that a weekly session on green lifestyle should be organised in the college campus and experts from outside agencies be invited to spread awareness among students and help them in protecting Planet Earth and live in harmony with nature.

The house was apprised that in college Mission LIFE is already in progress. To this effect, rallies, competitions, awareness campaigns on waste management, green day, vermicompost initiative, ISO Certification, solar panels, etc. to name a few practices are adopted in the college.

The house appreciated the efforts of the college.

It was resolved that all the concerned clubs, societies and fora should be consulted, Mission LIFE be implemented and reports should be presented on the same. It was also decided to invite specialists who will deliberate on the issues.

Conveners of SDGs Club, Eco club, NCC, Youth Red Cross and NSS units should undertake this activity.

32.5.4 Professor of Practice

The house was apprised that appointees in the Professor of Practice category are distinguished professionals, either practicing or retired and may or may not have traditional academic backgrounds. The Professor of Practice helps promote the integration of academic scholarship with practical experience.

It was suggested that institution –industry integration was necessary and so it needs to be introduced along with Professor of Practice.

Prof. Grover also suggested that alumni who are related to the industry should be engaged for this.

The house appreciated the initiative and as financial matters are involved, so the introduction of it needs to be approved by the Governing Body.

The introduction of PoP was unanimously approved.

32.5.5. Introduction of new Certificate Courses

The house was apprised that the college is already running 35-40 certificate courses in the college. The members were informed that before the start of the course, feedback is taken from the students, market is surveyed and agencies are also scrutinized before entering into an MoU with them.

As per the demand of the market and providing a better future to the students, more certificate courses were placed before the house for approval. The members were informed that related professionals will be engaged to upskill the students with the courses. Faculty of the college coordinates with the experts in facilitating the course completion. It was informed that students will pursue one course at a time for a stipulated period. It was further told that all the contents of the courses have been developed and whetted and will be shared in the next meeting. The Chairman informed that a certificate course in Vedic Maths is in progress and soon Diploma course in it will be started. Progression report of the students was also discussed with the experts.

The proposal of introduction of new certificate courses was lauded by the house and was unanimously approved.

The house resolved that the coordinators of these courses will be appointed by the Principal.

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S. No	Course Code	Name of Certificate Course	Coordinator
1.	CCDM22	Digital Marketing	Dr. Sachin Garg
2.	CCGA22	Google Ads Certifications	Dr. Sachin Garg
3.	CCGAC22	Google Analytics Certification	Dr. Sachin Garg
4.	CCSM22	Social Media Certification (You Tube)	Ms. Mohini Verma
5.	CCII22	Insurance & Investment	Ms. Mohini Verma
6.	CCFB22	Facebook Certification	Ms. Jyoti Gupta
7.	CCSEO22	Search Engine Optimization Certification	Ms. Jyoti Gupta
8.	CCPC22	Pinrest Certification	Dr. Pooja Gupta
9.	CCI22	Instagram Certification	Dr. Pooja Gupta
10.	CCBCASA22	Banking CASA	Ms. Trimesh Kalra
11.	CCWDSG22	Web Designing	Ms. Jyoti Gupta
12.	CCWDEV22	Web Development	Dr. Pooja Gupta
13.	CCSQL22	SQL Database	Ms. Reena Madan
14.	CCPHP22	PHP Certification	Ms. Reena Madan
15.	CCES22	Entrepreneur Skills	Dr. Praveen Gupta
16.	CCCE22	Corporate English	Ms. Trimesh Kalra
17.	CCCS22	Communications Skills	Ms. Swati Aggarwal
18.	CCVSE22	Certification in Videos shoot & Editing	Ms. Mohini Verma
19.	CCAPH22	Certification in Adobe Photoshop	Dr. Shilpa Goel
20.	CCAPR22	Certification in Adobe Premier	Ms. Usha Chaudhary
21.	CCCD22	Certification in Coral Draw	Ms. Usha Chaudhary
22.	CCT22	Certification in Tally	Ms. Anita
23.	CCGST22	Certification in GST	Dr. Shilpa Goel
24.	CCPP22	Python Programming	Ms. Meenu Sharma
25.	CCAIML22	Artificial Intelligence & Machine Learning	Dr. Deepti Goel
26.	CCCC22	Cloud Computing	Ms. Mamta Thakur
27.	CCAD22	Android Development	Dr. Vineet Nagpal
28.	CCJS22	Java Script	Ms. Perna
29.	CCWDPHP22	Web Development using PHP	Dr. Nisha Gill
30.	CCNS22	Network Security	Ms. Geeta Tripathi
31.	CBHDP22	Character Building & Holistic Development of Personality	Dr. Devender/ Ms. Subhash
32.	CCHV22	Human Values and Professional Ethics	Ms. Udit Kundu
33.	CCTBG22	Teaching of the Bhagwat Gita	Ms. Supriya Dhanda
34.	CCEFL22	Early Financial Literacy	Dr. Shobhna Goyal
35.	CCGSA22	General Studies and Current Affairs	Ms. Udit Kundu
36.	CCGP22	Green Practices	Dr. Poonam Rautela

Dr. Sanjeev Kumar Gupta, Director, Career Counseling Cell shall ensure effective implementation of these courses.

32.6 Any other item with the permission of the Chairman, IQAC

32.6.1 Research initiatives & Documentation

Chairperson Dr Krishan Kant shared that the faculty has been proving their mettle with perseverance in research activities and has brought out many research papers, edited and authored books and participated and presented research papers in varied conferences and workshops.

He desired that the list of all edited/authored books along with number of conferences and seminars will be shared in the next meeting.

All HODs should send proposal to different organisations /agencies for sponsoring conferences /workshops.

Coordinator IQAC should act on this proposal.

32.6.2 Certificate Course in Sanskrit Language

Chairperson also put forward the need for making the language Sanskrit popular amongst students.

It has been resolved that a certificate course in Sanskrit language shall be started w.e.f. 2022-23.

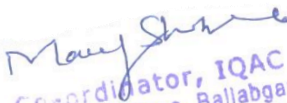
Dr. Pooja Saini, Asistant Professor, Department of Sanskrit shall prepare the content and will enrol the students for this course

32.6.3 Our Vedas: Souce of Knowlege, Values & Ethos

Prof. Chakarvarti suggested to start a series of lectures in Vedas so as to incultivate values among students.

It has been resolved that Dr. Ashok Kumar Nirala, HoD, Department of Hindi shall organize a series of lectures on above mentioned topic.

The meeting ended with a formal vote of thanks by the cordinator IQAC Dr Manoj Shukla


Co-ordinator, IQAC
Aggarwal College, Ballabgarh

Coordinator IQAC
Aggarwal College Ballabgarh




PRINCIPAL
AGGARWAL COLLEGE
BALLABGARH (FBD)

Chairman IQAC
Aggarwal College Ballabgarh