

**Aryabhata College
(University of Delhi)**

Minutes of Internal Quality Assurance Cell (IQAC) meeting held on 4th February, 2022 at 2:00 P.M. in Committee Room of college

Following members of IQAC were present in the meeting

1. Prof. Manoj Sinha : Chairperson
2. Prof. J.K.Singh: Coordinator
3. Dr. Satish Jha : Member
4. Dr. Geeta Budhraj : Member
5. Dr. Deepika Goel : Member
6. Dr. Monica Aggarwal : Member
7. Dr. S.B.N. Tiwari : Member (attended via online mode)
8. Dr. Anand Saurabh : Member
9. Dr. Preeti Jagwani : Member w.e.f 4th February, 2022

Leave of absence from the meeting was granted to Prof. Narender Kumar on the basis of his leave application submitted to the college. Various issues and corresponding proposed actions of the meeting are as under:

a) Adoption of New Composition of IQAC in line with revised manual of Affiliated/Constituent colleges

Action Proposed : Members discussed the newly specified composition of Internal Quality Assurance Cell (IQAC) in line with revised manual of Affiliated/Constituent colleges w.e.f. from 2020-21 and resolved to initiate steps for adopting the same. In the light of the same , following members were included in the IQAC of our college w.e.f the immediate effect:

- i) Dr. Preeti Jagwani – Associate Professor, Department of Computer Science
- ii) Mrs. Anju Aggarwal – Administrative Officer

In addition to the above , members from following categories were also proposed to be included :

- iii) One member from Governing Body of the college
- iv) One student
- v) One Alumuni



b) Associating IQAC members with finalization and uploading of Self Study Report for NAAC

Action Proposed : Members were updated with the stage of completion in respect of information compilation and organization for various criteria of NAAC. It was decided that each IQAC member be affiliated with at least one criteria to ensure effective and involvement of IQAC members in finalization and uploading of Self Study Report (SSR) for NAAC.

c) Sharing findings of Result Review Committee report

Action proposed : Members of IQAC were apprised with the findings of Result review committee (for the period 2016-19 and 2017-20) based on comparative analysis of the Academic result of students in various courses offered by the college with other peer group colleges and appreciated that the college is already having practice of sharing such reports with all faculty members in Staff Council meetings. The members recommended to continue with the practice so that all departments as well as individual faculty members can take note of their relative positioning in comparison to other colleges and accordingly initiate necessary action for further improvement ,wherever required.

In view of the above, the IQAC recommends the following:

- i. The Result Review should be conducted on annual basis as per the existing practice.
- ii. The detailed report of the committee shall be presented in the Staff Council meeting.
- iii. Meeting shall be conducted at Departmental level to discuss the findings of Result Review Committee and submit the plan for improvement, if any, as part of minutes of the meeting.

Members further suggested to report the above decisions to the Governing Body of the college.

d) Creation ,maintenance and submission of essential records at faculty and departmental level :

Action Proposed : Members deliberated on the issue of essential documents required to be created and submitted by all faculty members and resolved to issue notification, from time to time, for the same.

e) Inclusion of additional information/sub tabs in IQAC tab at college website

Action Proposed : Members resolved that IQAC tab at college website be revised to include policy documents (updated and revised), list of MOUs besides other necessary features as deemed fit by NAAC Steering Committee. The meeting ended with vote of thanks to the Chair.


(Coordinator, IQAC)


(Principal / Chairperson, IQAC)