ACHARYA NARENDRA DEV COLLEGE
(UNIVERSITY OF DELHI)

Minutes of the IQAC meeting

A meeting of the Internal Quality Assurance Cell (IQAC) of the college was held on Thursday, February18, 2016 at 8.30 a.m. in the Committee Room of the college.

The following members were present:

1.	Dr. Savithri Singh	-	Principal (in the Chair)
2.	Dr. Harsh Kumar	-	External Member
3.	Dr. Sanjeeta Rani	-	Associate Professor, Department of Physics
4.	Ms. Anupama	-	Associate Professor, Department of Mathematics
5.	Mr. Vishal Dhingra	-	Assistant Professor, Department of Electronics
6.	Dr. GeetikaKalra	-	Associate Professor, Department of Botany
7.	Mr. Ravinder Kumar	-	Assistant Professor, Department of Zoology
8.	Dr. Harita Mehta	-	Assistant Professor, Department of Computer Sci.
9.	Mr. Manoj K. Garg	-	Assistant Professor, Department of English
10.	Dr. Sarita Kumar	-	Vice-Principal
11.	Dr. Amit Garg	-	Bursar
12.	Mr. V.S. Rao	-	Administrative Officer
13.	Dr. Seema Gupta	-	Associate Professor, Department of Chemistry (Coordinator)

Prof. K.N. Tripathi informed that he will not be able to attend the meeting.

The Principal welcomed the members of IQAC. Dr. Harsh Kumar congratulated the College for successfully organizing the mega event '*Darpan*' as part of *Rajatotsav*-Silver Jubilee Celebration held on February 6-8, 2016. He had visited the event on February 7, 2016 and was one of the eleven judges who evaluated the stalls for the competition of Best Exhibit Stall.

Agenda No. 1: Action Taken Report

The Action Taken Report was presented and discussed, wherein Dr. Amit Garg briefed about ERP, automation system for the entire functioning of the College based on cloud computing. The Principal informed about the introduction of RFID based issue/return system in the library as well as student entry at the gate.

Dr. Harsh suggested that all the measures taken by college for enhancing teaching-learning process and other Good Practices should be sent out at large to make the society aware of the credentials of the College. For this there is a need to reinforce the media coverage of the College.

The report was accepted by all members.

Agenda No. 2:Measures to Rejuvenate Research

a. The Governing Body of the College in its meeting held on 28th September, 2016 approved allocation of Rs. 2 Crore from the College Development Fund and use the

interest earned to promote Research and Innovation in the college. A committee was formed to frame guidelines for the same. In addition to the guidelines framed by this committee and observations made by the Finance Committee in its meeting held on 15th January, 2016, IQAC deliberated onto use of the funds for promotion of research among the permanent teachers at the entry level. It was recommended after due consideration that a provision can be made for research grant at the entry level to the teachers appointed on substantive basis in the form of seed grant of Rs. One Lakh each for two teachers within 4 years of their appointment. Detailed guidelines for the same can be developed by a suitable empowered committee to be constituted and approved by the competent authority.

b. It was recommended that faculty shall be encouraged to undertake quality research, consultancy and other research related activities and such teachers may be honoured on the Annual Day. Appropriate guidelines can be framed taking into consideration the research publications in refereed journals with impact factors, books publication, collaborative research projects with foreign university/agency, generation of research grants from different funding agencies, patents, consultancy projects etc. Since the College believes and prepares the students for research through various schemes, the students shall also be encouraged to publish their work. Detailed guidelines can be developed by a committee constituted by the Principal to award such teachers/students based on the suggested criterion.

Agenda No. 3: Strengthening Teaching-Learning Process:

a. Since the college is in the mode of automation through ERP solutions, more efforts shall be made to integrate Learning Management System into classroom teaching. For this a central repository of e-materials, online tests/quizzes and questionnaires can be developed by the teachers. The same can be used as multimedia content for classroom teaching, conducting class tests and preparing students for various competitive PG entrance examinations.

b. The committee recommended that a formal thoughtful and constructive feedback especially from the students of final year be taken to further improve the services and teaching learning process.

The meeting ended with a vote of thanks by the coordinator.

24/2/16
(Seema Gupta)

(Savithri Singh)
2/2/16