



**INTERNAL QUALITY ASSURANCE CELL (IQAC)
(2015-16)
MEMBERS**

01. Dr. R.P. Juyal	Convener
02. Sh. Rajendra Sharma (Management representatives)	Member
03. Dr. Malti Sharma	Member
04. Dr. S.K. Sharma II	Member
05. Dr. Vivek Tyagi	Member
06. Dr. Anil Kumar Mishra	Member
07. Dr. Sanjeev Mahajan	Member
08. Dr. Rajive Kumar	Member
09. Dr. R.K. Sharma	Member
10. Dr. Harish Gupta	Member
11. Sh. Naveesh Gupta	Administrative Assistance

Minutes of Meeting 10th August 2015

A meeting of members of IQAC has been organized today i.e. 10th August 2015. The following issues were discussed in the meeting –

1. The modalities of the issues of the tentative plan for the current year as was discussed in the closing meeting of IQAC in the previous year,



- a. Provide training to teachers to increase use of ICT in teaching process.
 - b. Initiate program to sensitize students for environment conservation at micro level.
 - c. Promote interdisciplinary learning.
2. The teachers whose promotions are due should be informed that they complete their refresher/orientation courses. Formation of new guidelines by UGC is in progress. Teachers should update their resume calculating API Score as per guidelines continue their research work.
 3. Workshops/lectures for the professional development of faculty and non-teaching staff to be organized.
 4. A general meeting with faculty and non-teaching staff to be organized in the coming weeks to discuss the steps to be taken to improve teaching environment.

Minutes of Meeting 18th December 2015

A meeting of members of IQAC has been organized today i.e. 18th Dec 2015. The following issues were discussed in the meeting –

1. Professional activities for teachers and non-teaching staff have been conducted. One day workshop on scientific research on 23 November 2015. A training program on use of excel in Office Work was conducted for administrative staff on 5th Dec. 2016.
2. A meeting with research scholars to be conducted to make them aware of changing pattern of research paper writing and importance of impact factor.
3. Research scholars should be informed that they should submit a copy of their progress report to IQAC.

Minutes of Meeting 24th February 2016

A meeting of members of IQAC has been organized today i.e. 24th Feb 2016. The following issues were discussed in the meeting –

5. Information of teachers who completed their orientation/refresher courses is collated and recorded.



6. Information regarding research papers/seminars/conferences attended by various teachers is recorded.
7. Information regarding newly registered research scholars is recorded to plan their future development.
8. The IQAC proposes the following to be implemented in the coming year
 - a. Professional development activities for teaching and non- teaching faculty.
 - b. A specific plan for research scholars for research orientation.
 - c. Plan of free coaching classes, remedial classes for weak students.
 - d. Plan for campus placement.
 - e. Up gradation of career counseling.
 - f. To apply for pre Ph.D. course work.
 - g. Promotion of e- learning.
 - h. To organize awareness programs for gender sensitization.
 - i. Increase facilities for PWD students.
 - j. Plan for environment protection.

ATR 2015-16

In the current academic session IQAC took several steps to improve the academic environment of the institution –

Various measures taken by IQAC for enhancing the environment of the institution were as follows –

- 01.The updated resumes of teachers whose promotion are due were recorded according to the new guidelines of UGC and current API.
- 02.Research scholars were updated of the changing pattern of research paper writing and importance of impact factor.
- 03.IQAC suggested the supervisors to collect a copy of progress report of their research scholars.



04. Information of the orientation/refresher courses/research papers, seminar/conferences attended by the teacher was collected by IQAC.
05. Information regarding the newly registered research scholar was collected.
06. Workshops/lectures were organized for teachers and non-teaching staff.
07. To increase the use of ICT in teaching process training programme was organized.
08. To promote interdisciplinary learning lectures were organized at departmental level.

A general meeting was organized with faculty and non-teaching staff for the improvement of the academic environment of the institution.

IQAC Reports Year 2015-16