



NIRANKARI BABA GURBACHAN SINGH MEMORIAL COLLEGE

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Truth Begets of Tomorrow

Ref. No. NBGSMC/IQAC/2019

Date: 01-06-2019

MINUTES OF THE MEETING OF THE IQAC, NBGSM COLLEGE, SOHNA HELD ON 01-06-2019

A meeting of the IQAC of NBGSM College, Sohna was held on 01-06-2019 at 10:00 A.M. in the office of the managing committee under the chairmanship of the undersigned.

The following members were present:

1. Dr. M.S. Khatri (Principal & Chairperson IQAC)
2. Sh. Vinod Babbar (Management Representative)
3. Sh. Chander Bhan (Local community representative)
4. Dr. (Mrs.) Madhu Bala Gupta (Coordinator IQAC)
5. Mrs. Prerna Sharma (Member Teaching Staff)
6. Ms. Neha Gupta (Member Teaching Staff)
7. Dr. S. P. Monga (Member Teaching Staff)
8. Dr. Amit Kumar (Member Teaching Staff)
9. Mr. Aman Kumar (Member Administration)
10. Mr. Manoj Kumar (Alumni)
11. Mr. Kishor Singla (Alumni)
12. Deepali Bansal (Student)
13. Sunil Kumar (Student)

1. The minutes of the previous IQAC meeting held on 03-11-2018 were read and submitted to the house for confirmation.
2. Achievements of the college in the session 2018-19
 - a. In May 2018 and Dec. 2018 Examination, 90 students were placed in university merit list.
 - b. 15 students were placed in "Celibeher, Gurugram and Greenwood Public School, Sohna" in the current academic session by the placement cell.

- c. Under the MOU made with Astron Institute of Social Sciences (AISS) the college is offering various Diploma Programs in Paramedical Stream.
- d. In NCC, 107 cadets were enrolled from which 4 students were awarded 'C' Certificate and 16 students were awarded 'B' Certificate.
- e. In sports, 05 students in University level, 01 student in State Level (Bronze Medal in Boxing Light-Heavy) and 02 students in National level (Silver Medal in 4x400 m Relay Race and Gold Medal in Wrestling 97 Kg) bagged various positions. Mr. Sunil Kumar, National level winner is preparing for World Games to be held in Tokyo from 03rd July to 13th July 2019.
- f. A Zonal Youth Festival was held in Institute of Management and Technology, Sector-86, Faridabad, from 31st Oct. to 02nd Nov. 2019 in which our students have participated in various activities and bagged third prize in Mimicry.

3. Implementation of the recommendation of IQAC

- a. As suggested by the IQAC, an orientation program was conducted for the newly enrolled students on 26-07-2018.
- b. As recommended by the IQAC a "Financial Literacy & Investor Awareness Programme" was conducted by the Department of Commerce on 28-07-2018.
- c. Similarly, a "College Level Seminar" was conducted for PG students by the Department of Commerce, NBGSM College 26-02-2019.
- d. Under the Quality initiatives by the IQAC in the last year, the college has once again organised a Prize Distribution Day on 05-03-2019 to motivate the student's efforts in academic and extracurricular activities in which 110 students were awarded with prizes in different categories.
- e. The IQAC has changed its feedback collection system from offline to online and has posted it on the college website for easy access by its stakeholders.

4. Scholarships and Financial Support (2018-19)

a. Financial support during admission

	Students from Economically weaker sections	Meritorious Scholarship Scheme	Total Amount (₹)
Financial support from institution	20	19	3,50,665

- b. Cash prizes to students in Prize Distribution Function: Rs. 1,99,050/-
- c. Assistance provided to students in sports: Rs. 29,950/-

5. ERP Solution: The committee resolved to look for complete ERP solution to create a paperless office and facilitate online usage of resources for office, faculty and students.
6. The IQAC has prepared the Self Study Report for Assessment and Accreditation (A&A) from NAAC (Cycle 2) and has submitted the IQA on 24-05-2019. The IQA has been accepted by the NAAC and Assessment and Accreditation committee is in process of uploading the SSR online.
7. Online submission of AQAR
NAAC has introduced a new online format to submit the AQAR from 2018-19 onwards which is very much similar to NAAC SSR itself. It involves voluminous data collection including evidences and uploading of the data. It is therefore suggested by the IQAC to convey to all the faculty and incharges of various committees to timely submit their activity reports and evidences (Minutes of meetings by departments, cells, committees, pictures of events) through E-Mail or other electronic medium.
8. Best Practices for the session 2019-20
 - a. The IQAC has resolved to continue the previous best practice adopted i.e. Personality Development classes to improve the communication and interpersonal skills of the students.
 - b. Additionally, the IQAC has suggested to work towards paperless office communication procedures through E-mails and ERP Solution.
 - c. The IQAC has formulated a perspective / Strategic Plan for the period 2019-2024 considering the quality indicators framework determined by NAAC and recommends to be uploaded on college website.
9. Feedback from Students, Parents and Teachers has been collected, analyzed and forwarded to Governing Body for further necessary actions. Few of these recommendations are:
 - a. Indoor games facility should be provided in Girls Common Room.
 - b. In library, latest magazines should be on display and it should not be issued to students or staff members.
 - c. Librarian to take feedback from students and staff members regarding the library facilities.
 - d. Dr. MadhuBala Gupta suggested improving the discipline in the college by taking regular rounds from the faculties during the teaching hours.
 - e. Dr. M.S. Khatri suggested enhancing the ICT resource in the college and encouraging the faculty to use it effectively.
 - f. Ms. Deepali suggested that the library rules should be well displayed in the college campus.
 - g. Mr. Sunil Kumar suggested to organize sports competitions (Intra/Inter-college) in the college campus.

h. Ms. Deepali suggested to invite parents in the annual prize distribution function.

10. Quality initiatives / Suggestions / recommendations for the academic session 2019-20

- a. Organize extension lectures on Human Values and Professional Ethics.
- b. Enhance the percentage of students undertaking field projects/ internships.
- c. Special programmes should be organised for slow and advanced learners by the departments.
- d. Formation of Alumni Association.
- e. Promotion of E-learning resources among students by the mentors.
- f. Conduct at least one Workshops/ seminars on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices.
- g. Strengthen the campus placement activity and form industry linkages.

The meeting ended with a vote of thanks to the chair.


Principal