



# NIRANKARI BABA GURBACHAN SINGH MEMORIAL COLLEGE

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(Affiliated to M.D. University, Rohtak)

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Ref. No. NBGSMC/IQAC/

Date: 24-05-2021

## Minutes of Meeting of IQAC held on 22<sup>nd</sup> May 2021 at 11:00 AM via Google Meet Video Conferencing.

The following members were present:

- |     |                    |   |
|-----|--------------------|---|
| 1.  | Dr. M.S. Khatri    | Principal & Chairperson, IQAC                           |
| 2.  | Sh. Vinod Babbar   | Management Representative                               |
| 3.  | Mrs. Raman Manhas  | External Expert   |
| 4.  | Mrs. Asha Kapoor   | External Expert   |
| 5.  | Prof. G.S. Popli   | External Expert   |
| 6.  | Smt. Shashi Aneja  | External Expert   |
| 7.  | Dr. D.P. Singh     | Member (Incharge – Cultural Affairs & Coordinator, UGC) |
| 8.  | Ms. Neha Gupta     | Deputy Coordinator – IQAC & Incharge – Red Cross        |
| 9.  | Dr. S.P. Monga     | Member (Teaching Staff)                                 |
| 10. | Dr. Amit Kumar     | Coordinator – IQAC                                      |
| 11. | Sh. Shekhar Gautam | Incharge – NCC  |
| 12. | Dr. Surender Kumar | Librarian   |
| 13. | Sh. Aman Kumar     | Member – Administration                                 |
| 14. | Sh. Sunil Kumar    | Estate Officer  |
| 15. | Ms. Deepali Bansal | Student   |
| 16. | Ms. Sapna          | Student   |

The following member could not attend the meeting:

- |    |                    |         |
|----|--------------------|---------|
| 1. | Sh. Kishore Singla | Alumnus |
|----|--------------------|---------|

The members of the IQAC discussed the agenda points and resolved the following:

### **1. Confirmation of the minutes of the previous IQAC meeting held on 15-06-2020.**

Dr. Amit Kumar, Coordinator, IQAC put before the house the minutes of the meeting of IQAC held on 15-01-2021 for confirmation. (Annexure- I, already circulated via. Email)

Resolved to confirm the minutes of the meeting of IQAC held on 15<sup>th</sup> January 2021.

**2. Follow up Action Taken Report on the decisions made by the IQAC in its previous meeting dt. 15-01-2021.**

Action Taken Report on the minutes of the meeting held on 15-01-2021 was presented and approved by the house (Annexure-II).

Prof. G.S. Popli suggested the following in this regard:

- To introduce more add-on courses viz. English Language, Digital Marketing, Disaster Management.
- To organize a Professional Development Programmes/ workshop for the faculty and students on Virtual Classes.

Mrs. Asha Kapoor suggested to expedite the process of forming an Alumni Association which will support the college in getting a goodwill in the society as well as shall act as a partner in the growth of the institution. In addition, concerned teachers should take corrective measures for slow learners such as organizing remedial classes.

**[Action to be taken by Convener, Alumni Cell and concerned teachers]**

**3. Update on the Calendar of Activities for the academic session 2020-21**

The activities completed so far (Annexure-III) is shared with all IQAC members of the college through e-mail for any observations/ suggestions, along with the criterion it fulfils.

The calendar of activities for the even semester (2020-21 session) has been circulated among the staff members as well the conveners of the various committees for further necessary actions.

**[Action to be taken by all concerned Incharges]**

**4. Quality Initiatives**

- Annual Quality Assurance Report for the academic session 2019-20 has been submitted to NAAC (Annexure-IV).
- The college has participated in the India Rankings 2021. The data submission process is completed in the month of March 2021. The rank shall be announced tentatively in the month of July 2021.

**[Follow up: Dr. Amit Kumar]**

**5. Suggestions/ recommendations for the academic session 2020-21**

- Mrs. Asha Kapoor suggested to work hard in fulfilling each criterion of AQAR in order to improve the grade in NAAC.
- Mrs. Raman Manhas advised to prepare a checklist on the modules/task completed under Digitalization of college through ERP and pending issues.
- Prof. G.S. Popli advised to share the scheduled Calendar of Activities for the remaining period i.e. till the end of academic session 2020-21 by email. Feedback/suggestions shall be received via email, if any.
- Mrs. Shashi Aneja suggested to take regular follow up with the higher education with reference to filling up of vacant positions.

- Mrs. Shashi Aneja suggested that the faculties could share their recorded lectures with students and conduct regular Q & A sessions. She also suggested to organize sessions for the students to manage their mental health.

The meeting ended on a happy note. Dr. Amit Kumar, Coordinator, IQAC, thanked the Hon'ble Chairman IQAC, Dr. M.S. Khatri and the members of the IQAC for their valuable suggestions.



Dr. Amit Kumar

Coordinator, IQAC



Dr. M.S. Khatri

Principal & Chairperson, IQAC

*Copy to: All concerned*