



# NIRANKARI BABA GURBACHAN SINGH MEMORIAL COLLEGE

(Affiliated to Gurugram University, Gurugram)

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Ref. No. NBGSMC/IQAC/

Date: 19-05-2022

## Minutes of Meeting of IQAC held on 14<sup>th</sup> May 2022 at 11:00 AM in Alwar-Road Campus, N.B.G.S.M. College, Sohna.

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 (Present online)                        |
| 4. Mrs Asha Kapoor     | External Expert (Present online)                        |
| 5. Prof. G.S. Popli    | External Expert (Present online)                        |
| 6. Dr. Manoj Shukla    | Coordinator, IQAC – Aggarwal College, Ballabgarh        |
| 7. Dr D.P. Singh       | Member (Incharge – Cultural Affairs & Coordinator, UGC) |
| 8. Ms Neha Gupta       | Incharge – Red Cross (Present online)                   |
| 9. Dr Amit Kumar       | Coordinator – IQAC                                      |
| 10. Dr Sapna Agarwal   | Member-Teaching Staff                                   |
| 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. Chaman Soni    | Student   |

The following member could not attend the meeting:

- |                      |                 |
|----------------------|-----------------|
| 1. Smt. Shashi Aneja | External Expert |
| 2. Mr Kishore Singla | Alumnus         |
| 3. Mr. Yuvraj        | Student         |

The meeting began with a warm welcome to the newly nominated members of the IQAC.

- Dr. Manoj Shukla – Coordinator IQAC, Aggarwal College, Ballabgarh (NAAC Accredited A++, Recognized as College with Potential for excellence by UGC),
- Ms. Chaman Soni from B.A.-III and Mr. Yuvraj from B.Com. (H)-II as student representatives.

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 22-05-2021.**

Dr. Amit Kumar, Coordinator, IQAC put before the house the minutes of the meeting of IQAC held on 22-10-2021 for confirmation. (Annexure- I, already circulated via. Email)

Resolved to confirm the minutes of the meeting of IQAC held on 22<sup>nd</sup> Oct. 2021.

**2. Follow up Action Taken Report on the decisions made by the IQAC in its previous meeting dated 22-10-2021.**

Action Taken Report on the minutes of the meeting held on 22-10-2021 was presented before the house (Annexure-II).

Regarding "Earn While You Learn" Scheme, Ms. Raman Manhas and Ms. Asha Kapoor suggested that the respective incharges under whose guidance the students are working must maintain their attendance, work assigned and maintain a monthly progress report in certain criteria which can be estimated and analyzed. A quarterly report should be shared with the IQAC.

**3. Update on the Calendar of Activities for the academic session 2021-22.**

The members of the committee appreciated the efforts made by the college in organizing co-curricular and extra-curricular activities by various Departments/ Cells/ Committee, etc. In addition, a quarterly publication through college e-newsletter is a good initiative which must be continued and further improved upon.

**4. AQAR for the academic session 2020-21.**

The members of the IQAC acknowledged the submission AQAR for the academic session 2020-21 on the NAAC HEI Portal.

**5. Scholarships & Fee-concessions 2021-22**

The members of the IQAC was informed that the students were financially assisted under various scholarships and schemes as mentioned below:

- Under Meritorious Scholarship Scheme for newly admitted students, 41 students have been benefitted with a total sum of Rs. 4,03,180/-
- The institution has given a fee concession of Rs. 87,600/- to 26 students who are either fatherless/orphan or belong to economically weak section of the society.
- Under Nirankari Baba Gurbachan Singh Scholarship, 33 students have been provided a sum of Rs. 4,74,280/-

**6. Quality Initiatives**

Regarding Lecture Recording Facility, Dr. Manoj Shukla suggested to create a database of lectures by all the faculty members and upload them on the college YouTube channel so that the students can access them as and when required through mobile as well as through Smartboards.

All HoDs shall be informed to ensure that each faculty member must record at least one good quality lecture on a specific topic in a month.

Dr. Amit Kumar has informed the members of the IQAC that the college collaborated with KIIT College, Gurgaon to promote research and academic knowledge sharing. In addition, an MoU is also under discussion with B.S. Anangpuria Institute of Technology and Management, Alampur, Faridabad.

He further informed the members of the IQAC that the 39 students of NBGSM College, Sohna have been placed in various companies in the placement drive conducted by the Anudip Foundation.

## 7. Suggestions/ recommendations

7.1 Regarding Alumni Cell, Dr. Manoj Shukla suggested that the institution should proactively work on Alumni Engagement which can contribute significantly towards the development of the institution through financial and/or other support services. Furthermore, he informed that there must be two Alumni Meetings in an academic year, the minutes/ proceedings of which should be maintained.

Dr. D.P. Singh (Convener, Alumni Cell) and Ms. Neha Gupta (Gen. Secretary, Alumni Association) to take action in this regard.

7.2 The committee suggested that the students as well as the teachers must always be equipped with the current online teaching methodologies as well as ICT Tools. Hence, it was suggested the faculties can decide a specific day in which the classes can be conducted online and similarly the weekly class-tests could be conducted through Google Form.

7.3 Prof. G.S. Popli suggested the add on courses such as “Essential for Generation Z” and “Professional Development”

7.4 Dr. Manoj Shukla suggested to organize activities on awareness and implementations of NEP-2020 as well as organize atleast two training programs for the teaching and non-teaching staff members.

Dr. Manoj Shukla further suggested that every HoD should submit proposal to ICSSR/DST for research funding, grants for organizing workshops/ seminar, etc.

The meeting concluded on a joyful and satisfactory note.



Dr Amit Kumar

Coordinator, IQAC



Dr M.S. Khatri

Principal & Chairperson, IQAC

*Copy to: All concerned*