

DAULAT RAM COLLEGE

Minutes of IQAC meeting held on 9-4-18 at 1.30 pm; continued on 17-4-18 at 1.30 pm.

The following members were present along with the Principal, Dr. Savita Roy, in the chair:

9 th April 2018	17 th April 2018
1. Dr. Sarita Nanda	1. Dr. Sarita Nanda
2. Dr. Preeti Kapur	2. Dr. Pooja Jain
3. Dr. Pooja Jain	3. Dr. Indu Jain
4. Dr. Indu Jain	4. Dr. Ritu Khanna
5. Dr. Ritu Khanna	5. Dr. Seema Khurana
6. Dr. Suranjita Ray	6. Dr. Suranjita Ray
7. Dr. Suparna Jain	7. Dr. Suparna Jain
8. Dr. Seema Khurana	8. Mrs. Sangeeta Gupta
9. Dr. Sunita	

- 1) One external member was added to IQAC- Dr. Sunita Joshi, retired Associate Professor of department of Biochemistry and an alumna of the college.
- 2) The committee discussed various proposals for activities to be undertaken by departments/ societies which were submitted till date.

The research proposal submitted by Dr. Priti Malhotra (Chemistry department) was approved for forwarding to DRDO after she gave an undertaking regarding housing and maintenance of AFM.

Two proposals from Psychology Resource Centre (PRC) were approved:

- (i) FDP on 'Positive Education: Rethinking Teaching, Pedagogy and Research' to be held from 21-27 May 2018. It was decided that DRC participants would pay a fee of Rs. 1000/- and outside participants would pay Rs. 3500/-
- (ii) One day workshop for non teaching staff to be held in June 2018.

The committee went through other proposals submitted by the three sub-centres of the PRC and it was suggested that each one conduct one major event during the year. Other events can be shifted to later dates. For International Symposium, timelines and other details have to be submitted in accordance with guidelines laid down in the previous meeting.

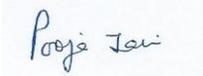
Similarly, proposals for conferences/ FDP/SDP/Workshop submitted by Dr. Indu Jain, Biochemistry department, Mathematics department and Hindi department were presented before the committee and details were sought by the next meeting. The Health Initiative proposal of NHE department was discussed and is to be followed up for ethical clearance and funding.

It was decided that an FDP should be for a minimum duration of one week (6 working days).

- 3) It was decided that the link for student feedback form would be made available on the college website and all students would be required to fill it, failing which their admit cards would not be issued. Respective department teachers will explain the significance of this exercise to the students and help them to fill out the form wherever possible. The last date for completing this exercise is 24th April 2018.
- 4) In order to meet the deadlines for IA submission, it was proposed that assignment component should be completed within 1.5 months of the commencement of each semester and mid-

semester exams be held immediately after mid-sem break. This would be placed before Staff Council.

- 5) It was decided that IQAC would meet once a month to review the preparedness of forthcoming events and any other matter.
- 6) After formation of new committees, notice would be put for those departments/ cells who have not yet submitted their proposals for any major event for 2018-19 session. The Academic calendar of the college would then be prepared to include major programmes as mentioned above.

A handwritten signature in blue ink that reads "Pooja Jain". The signature is written in a cursive style and is contained within a light blue rectangular box.

(Dr. Pooja Jain)
Convenor, IQAC