

IQAC minutes of the meeting held on 6th May, 2016 at 2:30 PM

The following members were present at the meeting

Dr. Savita Roy

Dr. Sarita nanda

Dr. Pooja Jain

Dr. Preeti Kapur

Dr. Asha

Dr. Sushma Arora

Minutes of the Meeting:

1. The committee discussed the Feedback of the NAAC Peer Review committee.
2. The committee felt that the humanities and commerce departments should host more programmes for the holistic development of students and faculty.
3. Dr. S. Nanda presented the proposals of the events that will be hosted by the various faculty members during the coming academic year. Those proposals which were approved to be held under the IQAC banner are as follows:
 1. *Dr. Anju Jain : SDP on Digital Literacy 2 weeks, 4th July-16th July, 2016 DRC*
 2. *Dr. Anna Senrung : National conference on “North-East India: The untapped Tourism Industry”, Daulat Ram College in collaboration with the Ministry of DoNER, 15-16 March, 2018*
 3. *Dr. Deepshikha Mahanta SDP on English writing 19th Dec-4 Jan, 2017*
 4. *Dr. Indu Jain : Startupedia (Commerce) 28 May- 17th Jun. 2016*
 5. *Dr. Naresh Kodem : SDP on In-House Skill Development Certificate Course on “Fundamentals of Mathematics” (Dept of Maths) held from 1-16th June, 2016 at Daulat*
 6. *Dr. Pooja V. Anand : SDP on Personality Development (Psychology Dept) 1st -15 Jun, 2016*
 7. *Dr. Preeti Kapur SDP on sexuality and relationships (Psychology Dept) 12-13rd Dec. 2016*
 8. *Dr. Priti Malhotra : International Conference on Green Chemistry in Environmental Sustainability and Chemical Education on 17th-18th Nov, 2016*
 9. *Dr. Priti Malhotra: SDP on Green Genesis and sustainability of personal care products 1st-15th July, 2016*
 10. *Dr. Sarita Nanda : SDP on Workshop on “Horticulture” (Biochemistry Dept) at Daulat Ram College, University of Delhi from May 25 to June 16, 2016*
 11. *Dr. Sonia Mehta : UGC Sponsored Two-Day National Seminar on “Contribution Of Acharya Abhinavagupta: Philosophy Of Kashmir To The Overall Growth And Development Of Indian Thought” held at Daulat Ram College on 19th and 20th January 2017.*

12. Dr. Sonia Mehta :*Three-Days National Conference on "Exploring the Meeting Ground of Moral, Medical and Legal Aspects of Social Dilemmas in Public Interface"* patronized by Dr. Yogesh Tyagi, Vice Chancellor, University of Delhi, held at Daulat Ram College from 21st – 23rd October, 2016.

13. Dr. Sumita Chakroborty : *SDP In-House Skill Development Certificate Course on Sursadhana* organized by Music Department from 25th May -8th June, 2016. The title of the lecture was *The Role of Chandas and Swaras in Vedic Music*

It was decided that the students will be charged only Rs 500 for the SDP to meet the refreshment expenses.

4. Committee discussed the student feedback form responses. The summary of these responses is as follows:

- **Year 2016:** The feedback is obtained through Google forms available online and has been filled by approx 350 students from all the departments of the college.
- This feedback broadly covers student's reviews about Infrastructural Feedback, Teaching Aids feedback, Canteen Feedback, Library feedback, Gender Sensitization feedback.
- **Infrastructural and Teaching aids Feedback**
- In terms of infrastructural facilities, most of the students feel that facilities in laboratories, bank, girl's common room, medical and auditorium is fairly good. Regarding the facilities like LCD projectors/Overhead projectors, students convey that these are there in many rooms satisfactorily; however students are not aware about the e-resources and INFIBET available on the college website. Most of the students feel that that the computer centres and Wi-Fi facility is not good. The class rooms are not spacious enough although these are well equipped with chalk/duster/white board. Most of the students feel that the assistance at accounts office, administration office and Principal's office is good. The facilities for differently-abled students in campus, library, and in toilets is also fine with the concerned students.
- Students in general are satisfied with the additional study resources provided by their teachers. However students convey that there is lack of availability of all the necessary softwares for teaching.
- **Canteen Feedback**
- Most of the students feel that there is lack of cleanliness as well as healthy food choices like fresh juices and dairy products in college canteen. The seating space and arrangements/furniture/no. of fans is not enough, though most students feel that rates are reasonable. As per the feedback received, drinking water is also not available satisfactorily.
- **Library Feedback**
- From the feedback received, many students feel that though the required number of titles in the corresponding subjects is available in the library but they are not able to use Xerox facility, internet facility (Wi-fi), access to computers and INFIBNET facility in the library. The library subscribes satisfactory number of newspaper/magazines but question paper bank need to be maintained. Most of the students are satisfied with the timings and cataloguing and arrangement of books in the Library
- **Gender Sensitization feedback**

- The feedback regarding gender sensitization addressed to whether students are aware that a committee/women cell/ grievance redressal has been set up to redress all complaints related to sexual harassment in a timely manner and that whether a fair inquiry is conducted by the committee in case of a complaint. Most of the students conveyed a no opinion about it. There was a mixed response to the healthcare facilities being available to girl students at the campus. Most students agreed that there are lady faculties available in the women cell. Again most of the students agreed to that there is no gender biased artifacts, such as discriminative screen savers, or work tables that are not conveniently located for the girl students, and that a Safe environment is available for all girl students in the campus

Action Taken Report:

1. Commerce and Humanities have been directed to Conduct more SDPs and FDP.
2. The events selected under IQAC were given green signal to go ahead with their preparations
3. Additional WiFi Facility was added on campus in the various sections of the college.
4. The committee also felt to work on the improvement of the infrastructure in the college
5. In the canteen more chairs were added and more fans were installed
6. IQAC directed the teachers to work on availability of old question papers at eh departmental level

IQAC minutes of the meeting held on 26th August , 2016 at 2:30 PM

The following members were present at he meeting

Dr. Savita Roy

Dr. Sarita nanda

Dr. Pooja Jain

Dr. Preeti Kapur

Dr. Asha

Dr. Sushma Arora

Minutes of the Meeting:

- The committee discussed the mishappening of the falling ceiling in the college .
- The committee felt there is need to repair the roof of the eastern wing of the college.
- Till then the classes will be held in the room borrowed from the university.
- It was also decided to close the western wing till this wing is renovated.

- The committee also discussed the students grievance of fee hike in the college.
- They decided to partially refund some part of the students fees.

Action taken Report

1. The renovation of the deplidated roofs of the eastern wing were undertaken and the rooms became functional within two months
2. The western wing was put under lock and key so that no student can venture in this part of the building
3. The accounts department along with the principal decided the amount of fees that has to be refunded to the student