

A meeting of the IQAC was held on 15th July 2025 at 12:00 PM in the Old Conference Room to deliberate on agenda on Notice dated July 7, 2025. The minutes of the meeting are as follows:

1. The draft guidelines pertaining to Add-On Courses, Alumni Feedback, and council Committee were presented before the IQAC for discussion and approval.
2. The IQAC committee noted that the draft guidelines were framed with the objective of creating a uniform and structured framework for record maintenance, aimed at enhancing student convenience and streamlining processes
3. It was clarified that the proposed guidelines are advisory in nature and do not interfere with the internal functioning of individual committees.
4. Key Provisions of the Guidelines:
 - All Committees would be required to update records of events in the link provided by College and upload it on the college website . It should further be ensured that event feedback is collected.
 - A list of student members of each society would be maintained and uploaded on the website.
 - All certificates issued would bear a reference number provided by the College/IQAC to ensure authenticity.
 - Council committees will provide a list of students requiring a No Objection Certificate (NOC); NOCs for all other students are not mandatory.
 - *ECA marks shall be awarded only to those society student members as recommended by the committee convenors to the moderation committee in a standard format*
5. The committee unanimously approved the guidelines with a minor revision. The ECA-related clause was reworded as:
"ECA marks shall be awarded only to those society student members as recommended by the committee convenors to the moderation committee in a standard format."
6. It was unanimously decided that ECA marks shall be applicable only for the Cultural Committee, Sports Committee, NCC, and NSS.
7. The committee expressed its appreciation to Prof. Jitender Saroha, Prof. Tushti, Prof. Kamal Bansal, and Ms. Seema Sodhi for their efforts in drafting the guidelines.
8. The IQAC approved the event record-keeping link developed by Prof. Anita Srivastava. It was decided that the link and the certificate reference number protocol would be circulated among all faculty members.
9. The committee unanimously agreed on the need to redesign the college website to ensure better compatibility with the newly approved guidelines and for efficient AQAR documentation.

10. The committee was informed that the individual and TIC-level data had been consolidated by EWL students and forwarded to the respective NAAC Criteria Convenors.
11. It was noted that the compiled data still contained several anomalies. The committee stressed the need for re-verification to ensure accuracy and reliability.
12. The IQAC Coordinator urged members to extend support to the NAAC Criteria Convenors and help address any issues they are facing during data compilation.
13. The committee constituted in the previous meeting to examine the matter concerning Prof. Om Mishra reported that the matter is under consideration.
14. The proposal to install a permanent campus map at key locations within the college to improve orientation and accessibility for visitors to the college was unanimously approved.
15. The proposal for the Certificate Course in Palliative Care and End-of-Life Counselling, initiated by Prof. Tushti Bhardwaj in collaboration with CanSupport NGO, was unanimously approved by the committee. The course will be open to both students and professionals, and Prof. Bhardwaj will serve as the Course Coordinator.
16. A proposal for initiating an Add-On Course by Dr Neelam Gupta was approved with the following suggestions:
 - An undertaking must be submitted by the organizing committee agreeing to abide by the college's guidelines.
 - Any fees collected shall be deposited with the college.
 - The organizing committee must submit income and expenditure statements, attendance records, and student feedback to the college.
17. The meeting concluded with a vote of thanks to the Chair and all members present.

Amiz
Neelam
S. Bhardwaj
Tayal
Dr. Gupta
Dr. Mishra
Dr. Singh