

KESHAV MAHAVIDYALAYA
(UNIVERSITY OF DELHI)

Minutes of Meeting (NAAC and IQAC)

A meeting of NAAC Steering Committee and IQAC (present and previous) was held on July 7, 20121 at 7.00 p.m. online () with the Principal. The following were present:

1. Dr. Anjali Thukral (Coordinator, NAAC)
2. Dr. Anju Arora (Coordinator, IQAC previous)
3. Dr. Padmasai Arora (Coordinator, IQAC current)
4. Dr. Pardeep Kumar (Member, IQAC)
5. Dr. Vinod Sharma (Member, IQAC)
6. Dr. Arpana Sharma (Member, IQAC previous)
7. Dr Ritu Arora (Member, IQAC)
8. Dr. Vinita Jindal (Member, IQAC)
9. Dr. Amanjot Sachdeva (Member, IQAC)
10. Dr. Daisy Sharma (Member, IQAC)

The agenda of the meeting was:

- (i) Understanding the role of IQAC team;
- (ii) Taking stock of work performed during a tenure of more than 2 years by the IQAC team under the co-ordinatorship of Dr. Anju Arora; and
- (iii) Understanding the requirements of NAAC assessment criteria and role of IQAC from NAAC perspective.

The Principal appreciated the outgoing IQAC team for their work and efforts in promotion cases in the college and welcomed the new IQAC team. The need to have joint collaborative efforts of NAAC Steering Committee with the IQAC was emphasized. Working on quality measures in the college through implementing necessary stringent measures were stressed.

Dr. Anjali Thukral presented a PPT and apprised everyone regarding:

- (i) Role of IQAC;
- (ii) Submission timelines (last SSR was submitted on May 15, 2015 for cycle 1 NAAC assessment and accreditation).
- (iii) AQAR preparation for 2020-21 and subsequent years

Padmasai Arora *Arpana Sharma* *Vinita Jindal* *Pardeep Kumar* *Anju Arora*
Dr. Anjali Thukral

(1)

College got its first accreditation on February 19, 2016. The following important concerns were raised by the coordinator, NAAC Steering Committee regarding the AQARs of the previous years:

1. AQAR for the year 2015-16 Status: **Not uploaded.**
2. AQAR for the year 2019-20 Status: **Yet to be uploaded.** Date extended (second) August 31, 2021 due to COVID-19 pandemic.
3. AQAR for the year 20-21 Status: **To be uploaded.** Date of submission December 31, 2021.
4. AQAR for the year 2016-17 Status: submitted through email **without documentary evidence.**
5. AQAR for the year 2017-18 Status: submitted through email **without documentary evidence.**
6. AQAR for the year 2018-19 Status: submitted through NAAC portal **without documentary evidence.**
7. **Action Taken Reports (ATRs)** have not been uploaded.
8. Quarterly feedback has not been taken.
9. Following information is required from the previous IQAC:
1.4.4, 1.4.2, 2.5.1, 2.5.2, 2.6.1, 2.6.2, 2.6.3, 2.7.1, 3.3.2, 3.4.2, 5.1.3, 5.1.4, 5.3.2, 6.3.3, 6.5.1, 6.5.2, 6.5.3, 7.1 (QL), 7.2 (QL) and 7.3 (QL).

Dr. Anjali also informed that the NAAC Steering Committee has prepared templates to acquire information from various stakeholders which can be used by the IQAC to collect information for 2020-21 and 2021-22 academic years and that these templates would be shared with the IQAC soon.

In view of the above concerns raised by the co-ordinator, NAAC the following were decided:

- (i) The IQAC coordinator Dr Priti Sehgal would be requested to provide the AQAR for the year 2015-16. Dr. Pardeep, Dr. Vinita Jindal and Dr. Amanjot would be assisting in the work.
- (ii) IQAC to hold criterion-wise meetings for each of the seven criteria.
- (iii) Also, Action Taken Reports (ATRs) of the five (05) years have to be received from the previous IQAC committees. Dr. Pardeep, Dr. Vinita Jindal and Dr. Amanjot would facilitate the work.
- (iv) On the basis of the previous ATRs and previous student satisfaction survey, a calendar of events (academic and extra-curricular) is to be prepared for the year 2021-22 by the present IQAC.
- (v) AQAR for the year 2019-20 to be prepared and uploaded by the previous IQAC.

Radhasair Ramesh Vinita Jindal Preeti Sharma [2]

(vi) AQAR for the year 2020-21 to be prepared and uploaded by the new IQAC.

(vii) Full meeting of the IQAC to be held every quarter.

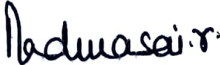
The Principal reiterated the need to improve the quality standards in the college by implementation of quality measures such as uploading of teaching plans on the website for each course, its implementation, uploading of schedule of academic and extra-curricular events, taking quarterly feedback, improving facilities in hostel, medical, sports, making online teaching more effective, removing hardships, if any, among others.

The principal also informed regarding starting of an e-newsletter by the college and stressed upon improving the quality of research activities of the staff members by publishing in reputed journals.

The meeting ended with thanks to the chair.


Dr. Anjali Thukral

Dr. Anju Arora


Dr. Padmasai Arora


Dr. Vinod Sharma


Dr. Pardeep Kumar

Dr. Arpana Sharma


Dr. Ritu Arora


Dr. Vinita Jindal


Dr. Amanjot


Dr. Daisy Sharma


Principal