

Minutes of the 1st meeting of the Internal Quality Assurance Cell (IQAC) held at 18.01.2023

Members Present/ Administrative Body of IQAC:

1. Mrs Padmini Krishna (Management Nominee)
2. Prof. Sapna Verma (Principal) acting as Chairperson IQAC
3. Prof. Sangeeta Sahu (Lucknow University Nominee)
4. Dr. Ajita Singh (Industrialist Nominee)
5. Dr. Divya Pande (Dept. of English) acting as Coordinator IQAC
6. Dr. Mamta Dogra (Member)
7. Dr. Divya Pal (Member)
8. Dr. Antima Chaudhary (Member)

Members Present of IQAC Support Team :

1. Dr. Neerja Shukla (Chemistry Department)
2. Ms. Kanchan Yadav (Botany Department)
3. Ms. Jyoti Singh (Zoology Department)
4. Dr. Neha Singh (Anthropology Department)
5. Ms. Kirti Sharma (Education Department)
6. Ms. Richa Chand (English Department)

Agenda of the Meeting :

1. Constitution of IQAC
2. It was reported that AQAR for academic year 2021-22 has been successfully submitted in June 2022. The submission has been confirmed by NAAC
3. Detailed study of the previous AQAR submitted
4. Identifying the gaps and strategising implementation of the suggestions recommended in the previous AQAR
5. The updates regarding CAS were shared. The interview process of 19 faculties has been successfully conducted.
6. The work related to the new PhD ordinance was expedited. Eligible faculties to submit required resumes to their respective department in the University. Core team formed for the same.
7. Brainstorming on strategies and procedures of AQAR was thoroughly conducted
8. Allocation of responsibilities for execution of IQAC among all members
9. The details regarding Vocational and co-curricular courses were shared. It was stated that the college will conduct the following courses in the current session
 - Report Writing and Presentation Skills - I
 - Self Enhancement Skills
 - Environment and Sustainable Development
 - Counseling and Guidance
 - Seri Culture, Methods and Prospects
 - Financial Literacy and Banking Vocational Course
 - Enhancing Communication Skills
 - Entrepreneurship in Zoology

It was decided that these courses may be floated and, simultaneously a policy framework should be formulated to work out the details

10. Faculties would be encouraged to create e-content to be uploaded on the institutional website to ensure continuous access to the students
11. The various initiatives of the college in promoting research were taken up

12. The possibility of signing industrial MOUs for enhancing student employability were explored and task designated
13. For the student council, students were nominated and appointed from various streams based on their academic performance, co-curricular and extra-curricular participation. Selected candidates have been appointed Prefects .
14. Designation of duties and responsibilities for data collection and information on required parameters among the committee members was done for effective implementation of AQAR requirements.

STUDENT COUNCIL

<u>PREFECTS FROM ARTS FACULTY</u>	<u>B.A. Ist Year -</u> LAXMI KASHYAP, JYOTI <u>B.A. IInd Year -</u> KANCHAN BISHT, PRIYA BHARTI, SWAPNIL JOSHI <u>B.A. IIIrd Year -</u> POOJA KANAUJIA, RADHIKA
<u>PREFECTS FROM SCIENCE FACULTY</u>	<u>B.Sc. IInd Year -</u> ANAMIKA, ANAMTA <u>B.Sc. IIIrd Year -</u> SAMEENA
<u>PREFECTS FROM COMMERCE FACULTY</u>	<u>B.Com. IInd Year -</u> PRIYANSHI, SIMRAN <u>B.Com. IIIrd Year -</u> POOJA VERMA, NIKITA SINGH
<u>PREFECTS FROM ARTS FACULTY</u> <u>(P.G. IN HINDI)</u>	<u>M.A. IInd Year -</u> NIKITA KUSHWAHA, SHIVANI GUPTA

Plan of Action:

1. Minutes of IQAC meeting to be promptly recorded and uploaded on the institutional website
2. AQAR to be submitted for NAAC Accreditation
3. Formal documentation of all institutional activities as required
4. To establish the role of student council in the day-to-day functioning of the institution effectively.

NARI SHIKSHA NIKETAN PG COLLEGE, LUCKNOW
Committee Members

Prof. Sapna Verma (Chairperson)	<i>Sapna Verma</i> 18.01.2023
Dr. Divya Pande (Coordinator)	<i>Dr. Divya Pande</i>
Dr. Mamta Dogra	<i>Mamta Dogra</i>
Dr. Divya Pal	<i>Dr. Divya Pal</i>
Dr. Antima Chaudhary	<i>Antima Chaudhary</i>
Dr. Neerja Shukla	<i>Neerja Shukla</i>
Ms. Kanchan Yadav	<i>Kanchan Yadav</i>
Ms. Jyoti Singh	<i>Jyoti Singh</i>
Dr. Neha Singh	<i>Dr. Neha Singh</i>
Ms. Kirti Sharma	<i>Kirti Sharma</i>
Ms. Richa Chand	<i>Richa Chand</i>