

Internal Quality Assurance Cell
2014-15
Advisory Committee Meeting on May 12, 2015
Minutes of the Meeting

The Advisory Committee Meeting of the Internal Quality Assurance Cell was held on May 12, 2015 at 12:30 p.m.

Dr. Anita Srivastava, coordinator of IQAC welcomed all the distinguished members of the Committee. Dr. Kamla Dubey, Principal presided over the meeting.

Minutes of the Meeting

- i) The minutes of the last meeting held on April 30, 2014 was read out and confirmed.
- ii) No matter arose out of it.
- iii) The coordinator informed that the Plan of Action for the session 2014 – 15 had been prepared by IQAC according to the suggestion of the Advisory Committee for overall excellence and enhancement in Teaching – Learning, Research, Extension Activities etc. These suggestions were discussed upon and finalized in the meeting of the Staff Council and implemented accordingly in the session 2014 – 15.

The **outcome achieved** in the Session 2014 – 15 as per **Plan of Action** is as follows :

Teaching – Learning

Plan of Action (2014 – 15)	Action Taken
Quality enhancement in teaching - learning through ICT (teaching learning through multimedia, internet, e-journal etc.) Faculty Improvement Programmes	<ul style="list-style-type: none"> • Tally.ERP 9, CCC / CCA, Web Designing courses started • Special lectures on e-world, e-Banking, Online Shopping • organized : 04
Experiential and onsite learning through visits to historical and geographical sites and advanced institutions of learning	Experiential and onsite learning organized – Shringverpur, G.B. Pant Institute of Social Sciences
Value added / Skill oriented / Career oriented	Functional English and Translation

programmes	Proficiency Course sanctioned, letter received to be started in Session 2015 - 16
To provide Computer Education, Soft Skills to students	Computer Education, Workshop on Soft Skills training, Digital Marketing etc. organized
To inculcate environmental, ethical and cultural values among students through curricular and co-curricular activities	Various activities organized by departments for value inculcation
To organize special lectures by resource persons	Special lectures by eminent scholars of national and international repute organized
<ul style="list-style-type: none"> • Remedial teaching • Video Conferencing Unit 	<ul style="list-style-type: none"> • Remedial teaching provided by teachers • Under process

To Promote Research Activities

Plan of Action (2014 – 15)	Action Taken
<ul style="list-style-type: none"> • To organize Seminars / Workshops / Conferences / Special Lectures • Presentation of Research Papers by faculty members 	<ul style="list-style-type: none"> • Special Lectures and Workshops organized • Faculty members presented research papers in National / International Seminars / Conferences
Research projects by faculty members and students.	Mini Research Projects done by students under the guidance of faculty members

Publications

Plan of Action (2014 – 15)	Action Taken
News Letter by College / Department	News Letter published bi-annually by the College including activities of the departments
Establishment of GIS Lab under CPE Scheme	Under process

Extension Activities

Plan of Action (2014 – 15)	Action Taken
Study Tours / Field Surveys	<ul style="list-style-type: none">• Study tours organized to Shringverpur• Field Surveys conducted
Environment awareness programmes	Environment awareness programmes / activities such as Nirmal Ganga - Aviral Ganga organized
Yoga & Value Education	Training and Demonstration organized

Any Other Activities

Plan of Action (2014 – 15)	Action Taken
Strengthening Community Services for Local Needs	Health Checkup organized
Women empowerment through self defence training, legal literacy etc.	Training / Workshops organized
Promotion of Art and Culture	Visits to Sangam and tribal areas organized

Career Counselling and Placement activities to be organized	Career counseling on Banking, Digital Marketing etc. organized
Counselling to be provided to the students on the basis of the psychological tests	Psychological testing and Counselling of students organized
Sports and Extra Curricular activities	Organized various sports activities

The proposed Plan of Action for the session 2015 – 16 was prepared by IQAC including the suggestions from experts, faculty members, students and stakeholders. The same was placed before the Cell in the meeting dated May 12, 2015 and approved. The following suggestions were made.

Prof. Bhutani suggested :

- Demarcation of land of Degree College should be identified.
- He suggested atleast three skill development courses for the students to complete in three years.
- He suggested for socio – economic survey: (data collection, number of schools, number of students, medical facilities, economic status, teacher taught ratio etc.) survey report should be documented.
- He also suggested to encourage Desktop Publishing (DTP) course and Hindi typing, Journalism in Computer.
- Dr. Ruchi Mittal suggested that graphic designing, printing language, speaking and writing should also be included in skill development course. Expression power and confidence to be developed. Personality development and communication skill should be the part of every student.
- It was suggested by Sumedha an Alumna to introduce B.Ed. classes.
- Prof. Pratima Gaur suggested to encourage physiotherapy training especially for old people of the society.
- Old ladies of the society may be identified to support them.

The coordinator informed that the suggestions made by the Advisory Committee will be included in the Plan of Action and will be finalized in the meeting of the Staff Council which will be implemented in the Session 2015 – 16.

Meeting ended with a vote of thanks to all the members.

Dr. Anita Srivastava

Coordinator