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शहीद राजगुरु कॉलेज ऑफ एप्लाइड साइंसेस फॉर वुमैन
SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

(दिल्ली विश्वविद्यालय)

(UNIVERSITY OF DELHI)

वसुंधरा एनक्लेव (चिल्ला स्पोर्ट्स कॉम्प्लेक्स के पास)

Vasundhara Enclave (Adjoining Chilla Sports Complex)

दिल्ली-110096

Delhi-110096

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संदर्भ सं./Ref. No. SRCASW/.....

दिनांक/Date.....

Minutes of Meeting

A meeting of IQAC was held on 28th February, 2019 in the Committee room in the College premises at 11:30 am.

The following were present:-

1. Dr. Payal Mago – Chairperson
2. Dr. S. Lakshmi Devi - Member
3. Dr. Alka Vohra - Member
4. Dr. Suruchi Chawla – Member
5. Dr. Indu Arora – Member
6. Dr. Sneha Kabra – Member
7. Ms. Deepali Taneja – Member
8. Dr. Indu Arora –Member
9. Dr. Sneha Kabra – Member
10. Mr. Saaket Kumar – Member
11. Ms. Asha Yadav – Special Invitee
12. Dr. Projes Roy – Special Invitee
13. Ms. Venika Gupta – Co-ordinator.

The following issues were discussed:-

1. The minutes of the meeting held on 5th December, 2019 were confirmed.
2. The status of targets of 2018-19
 - i) Alumni site has been designed in-house and hosted at www.alumnisrcasw.org . It is active now. The site has been designed by Ms. Deepali Bajaj, Ms. Asha Yadav and Ms. Seema along with some students.
 - ii) The central data backup system is being designed in-house by Ms. Deepali Bajaj & Ms. Asha Yadav along with Ms. Neha Gandhi & Dr. Abha Jain (faculty of Computer Science).
 - iii) General employee forms are being revised and shall be placed on the College website.

1.	Abroad visit form	7.	Leave application
2.	Clearance form	8.	LTC/HTC form
3.	Family declaration form	9.	Medical form
4.	Gate pass	10.	Passport form
5.	Indent form	11.	Tuition fee reimbursement form
6.	Joining form		

iv) The following activities were held in College.

Workshop on IOT	12/2/2019	Electronics Department	Workshop
Lecture on 'Success Formula in Life' delivered by Prof. Suresh Bhalla and Mr. Asit Nema.	7/2/2019	Electronics Department	Talk
Advancements in procedure and purchases through GeM	2/12/2019	IQAC	Workshop
THSTI science setu programme II	2/9/2019	Dept of Biomedical Science	Seminar
World cancer day symposium	2/8/2019	Dept of Biomedical science	Talk
Seminar	2/6/2019	Department of Microbiology	Seminar
A talk on DISABILITY ACT 2017	1/31/2019	NSS	Talk
CAT Scholarship Test	1/29/2019	Department of Management and Financial Studies	Scholarship Exam
Coca Cola Industrial Visit	1/28/2019	Department of Management and Financial Studies	Industrial Visit
District Youth Paliament	1/24/2019	NSS	Competition
Workshop on Dance Movement Therapy under the aegis of IQAC	1/23/2019	AARAMBH - college Society	Workshop
TALK- Career Counselling Session by Career Endeavours Academy	1/21/2019	Department of Biochemistry	Talk
Talk	1/18/2019	Dept of. Biomedical science	Talk
Self defence camp by delhi police	1/15/2019	Nss	Camp
Seminar on: Career in Global Opportunities	1/8/2019	Department of Management and Financial Studies	Seminar
Seminar on Vedic Maths	1/7/2019	Department of Management and Financial Studies	Seminar
Workshop at THSTI	12/20/2018	Biomedical sc & thsti	Workshop
Diwali Pooja	11/5/2018	Department of Management and Financial Studies	Diwali Celebration
"Anecdotes in Biological Sciences"- Seminar by Dr. S. Laxmi Devi	11/3/2018	Department of Biochemistry	Seminar

Talk on "Film Making"	10/31/2018	Department of Management and Financial Studies	Seminar
Technical Fest- Plexus	10/27/2018	Department of Biochemistry	Brain Teasers- Fiendish and Riddles were organised
HR Symposium	10/25/2018	Training and Placement Cell, Department of Management and Financial Studies	Panel Discussion
Talk on "Foreign Career Prospects"	10/24/2018	Department of Management and Financial Studies	Seminar
Talk on Food Safety and Food Borne Microorganisms by Dr. Neetu Kumra Taneja	10/23/2018	Department of Microbiology/ Ethereal	Seminar
Lenskart Eye Checkup Camp	10/23/2018	Department of Management and Financial Studies	Eye Checkup Camp
Internship / scholarship and open source development opportunities for women in Technology	10/22/2018	Department of Computer Science	Talk
INNAUGRAL PROGRAMME PROJECT PEHCHAAN	10/16/2018	ENACTUS	Interactive Programme
Social outreach program - Two days workshop	10/15/2018	Department of Biochemistry	Workshop
Plexus	10/12/2018	Biomedical Science	Prof Farhan & Dr koner
Departmental Fest- IIDAIRA'18	10/12/2018	Department of Management and Financial Studies	Annual Technical Fest
Talk on Social Media	10/12/2018	CS Department	Talk
TechMelange 2018	10/12/2018	CS Department	Departmental Fest
Plexus '18	10/12/2018	Departments of Microbiology, Biomedical Science and Biochemistry	Technical fest
Invited Talk	10/12/2018	Instrumentation	Talk
Electromania	10/11/2018	Electronics Department	Inter college technical fest
World Food day	10/11/2018	Department of Food Technology	Department Fest
TRAP	10/11/2018	Department of Mathematics	Departmental Fest

Diwali Mela	10/11/2018	Student Council	Cultural Event
Trezire - The tech. Fest of Department of Psychology organized a panel discussion and competitive events	10/11/2018	PSYMENTIA - The Society of the Department of Psychology	Panel discussion with competitive events
Technexus	10/11/2018	Instrumentation	Technical Festival
Depression: Let's get to know about it	10/10/2018	Aarambh(college society) in association with Psymenia (Psychology Department Society) under the aegis of IQAC	Interactive session
Talk by Kanika Bansal- alumni	10/9/2018	Dept of biomedical science	Talk
Soft Skills for Employability	10/8/2018	Department of Management and Financial Studies	Seminar
Talk on Internet of things	10/8/2018	CS department	Talk
Book collection Drive	10/1/2018	NSS	Old Books Collection Drive
Industrial visit to Delhi Milk Scheme	10/1/2018	Department of Food Technology	Industrial Visit
AIIMS visit	9/29/2018	Biomedical Science	Visit for education purpose
Surgical Strike Day	9/29/2018	NSS	Pledge, Documentary
A talk on Corporate Restructuring	9/28/2018	Department of Management and Financial Studies	Corporate Talk
World Heart Day	9/28/2018	Department of Food Technology	Seminar
Talk on Menstrual Hygiene	9/25/2018	NSS	Talk
NSS day	9/24/2018	NSS	Debate, Rally
Talk on "IPR- An alternative center for science graduates.	9/24/2018	Department for Biochemistry	Seminar
Poster and Slogan Competition	9/21/2018	NSS	Competition
Green Chemistry: designing chemistry for human health and environment	9/20/2018	Chemistry under aegis of IQAC	Talk

Talk By Dr. Shiv Kumar Kaushik	9/17/2018	Department of Mathematics	Talk
SEBI Visit	9/17/2018	Department of Management and Financial Studies	Seminar
Faculty Development Programme	9/15/2018	Department of Management and Financial Studies	Workshop
Swachhta Hi Sewa	9/15/2018	NSS	Cleanliness Drive
Science Setu- thsti	9/14/2018	Biomedical science	Debate competition
Career and growth aspects of Food Technology	9/13/2018	Department of Food Technology	Seminar
NSS orientation	9/11/2018	NSS	Orientation
Potential for Actuarial Science and Data Science	9/7/2018	Department of Statistics	Seminar
Inauguration of Electoral Literacy Club	9/7/2018	NSS	Inaugural Function
Teachers' Day Celebration	9/6/2018	Department of Management and Financial Studies	Teachers' Day Celebration

- v) Internal Academic audit has been initiated.
- vi) The internal environment audit has been initiated.
- vii) Fire drill is planned for the month of March, 2019.

The meeting ended with a vote of thanks.

(Ms. Venika Gupta)
Co-ordinator

(Dr. Payal Mago)
Chairperson



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Action Taken Report

A meeting of IQAC was held Friday, 28th February, 2019 the following is the Action Taken Report:-

Point No.	Resolution	Action Taken
1	Minutes confirmed	Noted
2	Status of targets as identified in AQAR for the year 2018-19	<ol style="list-style-type: none">1. Process of Feedback both off-line & on-line is under process.2. Suggestions were received in the suggestion boxes. Relevant action has been taken.3. The College website is now interactive with Login id for each student and faculty. The faculty can share presentation and assignments.4. The general employee forms have been placed on the College website.5. The internal AAA Committee has completed the result analysis for 2015-2018 exhaustively (paper-wise, department-wise and year-wise).


(Ms. Venika Gupta)
IQAC Convenor


(Dr. Payal Mago)
Principal