



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

(दिल्ली विश्वविद्यालय)

वसुंधरा एन्क्लेव, (चिल्ला स्पोर्ट्स कॉम्प्लेक्स के पास)

दिल्ली - 110096

दूरभाष : 22623503, 22623505

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संदर्भ सं./Ref. No. SRCASW/

दिनांक/ Date.....

Minutes of the Meeting

A meeting of IQAC was held on Wednesday, 14th December 2022 at 10:00 AM in offline mode.

Following members were present:

1. Professor (Dr.) Payal Mago, Principal, Chairperson
2. Professor Punita Saxena, Teacher Representative
3. Dr. Jasjeet Kaur, Teacher Representative
4. Ms. Venika Gupta, Teacher Representative
5. Dr. Mohd. Saquib Ansari, Teacher Representative
6. Dr. Radhika Bakhshi, Teacher Representative
7. Dr. Para Dholakia, Teacher Representative
8. Professor Anu Aggarwal, Management Representative
9. Mr. Saket Kumar, Senior Admin. Officer
10. Ms. Shipra Kesarwani, Alumni
11. Ms. Vaishnavi, Student Representative
12. Mr. Sundeep Dhar, Industrialist
13. Dr. Ravi Kumar, Special Invitee
14. Dr. Shivam, Special Invitee
15. Dr. Daya Bhardwaj, Coordinator, IQAC

- Minutes of the meeting held on 22nd December 2021 were discussed and confirmed.
- AQAR 2021-22 was presented and approved for uploading on NAAC portal.
- Prof. Anu Aggarwal suggested to create awareness among students regarding the functioning of IQAC. She also suggested to organize counseling session for the holistic development of the students.
- Prof. Mago proposed to establish a Skill development Center (SDC) to impart student's fundamental skills for their holistic development.
- The members emphasized to strengthened the industry and alumni network for technical collaborations, placements and raising funds for the development of institution.

The meeting ended with the vote of thanks.


Dr. Daya Bhardwaj
IQAC Convener


Prof. (Dr.) Payal Mago
Principal

Action Taken Report

A meeting of IQAC was held on Wednesday, 14th December 2022, following is the Action Taken Report: -

Point No.	Resolution	Action Taken
1	Minutes confirmed	Noted
2	Uploading of AQAR 2021-22	AQAR 2021-22 successfully uploaded.
4	Further enhancement of the quality measures of the college	<ul style="list-style-type: none">• Centre for Multidisciplinary Research, Innovation & Entrepreneurship is successfully running in the College to develop & execute research mindset, innovation & entrepreneurship amongst students. (Annexure-1).• Departments are motivated to strengthen the networking with the alumni and industries.• Funds are received to establish a Center for Mushroom cultivation and PCB designing by the Department of Microbiology and Department of Instrumentation under the Skill Development Center (SDC).


(Dr. Daya Bhardwaj)
IQAC Convenor


(Prof. (Dr) Payal Mago)
Principal

Encl.
Annexure I.

IQAC sub-committee meeting

18.5.23

A meeting of IQAC convenor and members of academic audit committee members was held. Following members were present:

- 1) Dr. Daya Bhardwaj - Coordinates IQAC - Daya
- 2) Dr. Komal Chaudhary - Psychology - Komal
- 3) Ms. Monika - Computer Science - Monika
- 4) Saumya Chaturvedi - Food Technology - Saumya
- 5) Himani Dua - Instrumentation - Himani
- 6) Dr. Ravi Kumar - Instrumentation - Ravi
(Special Invited IOAC)
- 7) Dr. Hemant - Biomedical Science - Hemant
- 8) Dr. Parul - Chemistry - Parul
- 9) Dr. Ashok Kumar - Physics - Ashok
- 10) Mr. Sumit Aggarwal - Electronics - Sumit
- 11) Dr. Lakshmi Sarin - Biochemistry - Lakshmi
- 12) Dr. Ritika Chopra - Mathematics - Ritika

Minutes of the meeting

- 1) Teacher representatives from Dept. of Statistics, BFIA, BMS & Microbiology need to be added in the committee.
- 2) Suggestion for improvement in the feedback form were sought from the members.
- 3) Subcommittees were constituted for the following:

(i) Faculty feedback for the academic session (2022-23)

Dr. Daya Bhardwaj (Coordinator, IQAC)
Prof. (Dr.) Punita Saxena (Member, IQAC)

5/12/2022

A meeting of NAAC core committee & TICs was organised in conference room at 10.30 AM to discuss the data compilation along with uploading of proofs. Following members were present.

- 1) Dr. Daya Bhardwaj — Daya
- 2) CA ~~Am~~ Amit Kumar Aggarwal — Amit Kumar
3. Ms. Tulika — Tulika
- 4.) Dr. Rajan Goyal — Rajan
- 5.) Dr. Pooja Sharma — Pooja Sharma
- 6.) Dr. Prachi Singh — Prachi Singh
- 7 Dr. Tarjeet Kaur — Tarjeet
8. Dr. Richa Sharma — Richa
9. Dr. Anjeeta Bani — Anjeeta
10. Dr. V. A. Pratyusha — Pratyusha
- 11 Dr. Sadhna Jain — Sadhna
12. Ms. Suneetha Aggarwal — Suneetha
13. Dr. Manisha Khatun — Manisha
14. Dr. Nidhi Nijhawan Thakre (Mgmt Studies) — Nidhi
15. Dr. Indu V Arora — Indu
- 16 Ms. Pallavi — Pallavi
- 17 Dr. Komal — Komal
- 18 Dr. Shivam Kumar Singh — Shivam
19. Dr. Kanti Kemer — KS
- 20 Dr. Rashmi Verma — Rashmi

part
er

1/12/2022

A meeting of NAAC core committee and IOAE members was organised in conference room at 11.15 A.M. to discuss the uploading of AQAR 2021-2022 and collecting the proofs. Following members were present: --

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|-----------------------------|---|----------------------|
| 1) Dr. Daya Bhardwaj | - | <u>Daya</u> |
| 2. Dr. Ravi Kumar | - | <u>Ravi</u> |
| 3. Ms. Neha Gang | - | <u>Neha</u> |
| 4. Dr. Jasjeet Kaur | - | <u>Jasjeet</u> |
| 5. Ms. Radhika Sharma | - | <u>Radhika</u> |
| 6. Ms. Anshika Singh | - | <u>Anshika</u> |
| 7. Ms. Tulika | - | <u>Tulika</u> |
| 8. Dr. TABAN KUMAR | - | <u>Taban</u> |
| 9. Dr. Lakshmi | - | <u>Lakshmi</u> |
| 10. Dr. Rajan Goyal | - | <u>Rajan</u> |
| 11. Dr. Rashmi Verma | - | <u>Rashmi</u> |
| 12. Mr. Subhash Manda | - | <u>Subhash</u> |
| 13. Ms. Juhi Jham | - | <u>Juhi</u> |
| 14. Dr. Nidhi Nijhawan Dhak | - | <u>Nidhi</u> |
| 15. Dr. Kshirsagar Kaur | - | <u>Kshirsagar</u> |
| 16. Ms. Himani Dua | - | <u>Himani</u> |
| 17. Saumya Chaturvedi | - | <u>Saumya</u> |
| 18. Verika Gupta | - | <u>Verika</u> |
| 19. Dr. Para Dholakia | - | <u>Para Dholakia</u> |
| 20. Dr. Twinkle Sachdev | - | <u>Twinkle</u> |
| 21. Dr. Shivam Kumar Singh | - | <u>Shivam</u> |
| 22. Dr. Saquib Anwar | - | <u>Saquib</u> |
| 23. Dr. Sunil Kumar | - | <u>Sunil</u> |
| 24. Dr. Punita Saxena | - | <u>Punita</u> |

7.11.2022

A meeting of IQAC internal members and NAAC coordination team was held on Nov. 7, 2022 at 1.15 pm in Conference room, Admin block.

Agenda:

- 1) Data compilation for AQAR-2021-2022
- 2) Suggestions for AQAR-2022-23
- 3) Any other matter.

Following members were present:

- | | | |
|---------------------------------|---|--------------------------------|
| 1) Dr. Daya Bhordwaj | — | <u>Daya</u> |
| 2. Dr. Tarjeet Kaur | | <u>Tarjeet</u> |
| 3. Dr. Anjeeta Kaur | | <u>Anjeeta</u> |
| 4. Ms. Neha Gang | | <u>Neha</u> |
| 5. Dr. Indu Anand | | <u>Indu</u> |
| 6. Dr. Ravi Kumar | | <u>Ravi K</u> |
| 7. Dr. Sunil Kumar | | <u>Sunil Kumar</u> |
| 8. Dr. Twinkle Sachchan | | <u>Twinkle</u> |
| 9. Saumya Chaturvedi | | <u>Saumya</u> |
| 10. Dr. Richa Sharma | | <u>Richa</u> |
| 11. Dr. Rakhee Mehrotra | | <u>Rakhee</u> |
| 12. Dr. Praachi Singh | | <u>Praachi</u> |
| 13. Dr. Para Dholakia | | <u>Para Dholakia</u> |
| 14. Dr. Prabhjot Kaur Sabharwal | | <u>Prabhjot Kaur Sabharwal</u> |
| 15. Ms. Sweeta Arora | | <u>Sweeta</u> |
| Dr. Manisha, Ms. Venka | | |

minutes of the meeting:

- 1) The IQAC convenor welcome all the criteria coordinators and briefed them about the Revised guidelines for submitting the AQAR 2021-2022,
- 2) List of criteria coordinators was finalized as:

Dr. Ran Kumar (Special Invitee) ICAC.

2.) Result Analysis :

Coordinators : Dr. Susubhi & Dr. Ritika.

3.) Administrative Services & Infrastructure

Coordinators : Ms. Himani Dug &

Dr. Hemant Hemant

4.) Placement & Higher studies

Coordinators - Dr. Anjeet

Ms. Saumya

Dr. Komal

4.) It was decided to complete the faculty feedback data collection before May 31, 2023

5.) Guidelines to be framed for each feedback from stakeholders before next academic session (2023-24)