

Minutes of the meeting : 15th September 2021

The meeting of NAAC committee members was held on 15th September, 2021 at 11:30 am in the conference room. The agenda for the meeting was: Preparation for Peer Team Visit for NAAC cycle 2.

The following members were present in the meeting:

1. Professor (Dr.) Payal Mago, Principal (Online)
2. Ms. Venika Gupta, Coordinator, IQAC
3. Dr. Jasjeet Kaur
4. Dr. Daya Bharadwaj
5. Dr. Deepa Joshi
6. Dr. Punita Saxena
7. Dr. Ranjana Singh
8. Dr. Vandana Arya
9. Dr. Manisha Khatri
10. Ms. Saumya Chaturvedi
11. Dr. Indu Arora
12. Dr. Radhika Bakshi
13. Dr. Shruti Banswal
14. Ms. Urmil Bharti.

The following points were discussed in the meeting.

- The assessment dates suggested for NAAC visit are
 1. 21/10/2021-22/10/2021
 2. 11/11/2021-12/11/2021
 3. 29/11/2021-30/11/2021
- The SSR for NAAC cycle 2 has been accepted and has been uploaded on the college website. Towards the end of the SSR, the DVV clarifications in annexure 6 are to be noted.
- The presentation for the peer visit needs to be prepared.
 1. The presentation could be 50-70 slides (approximately, not limited to it)
 2. Each of the criteria should have at-least 5 slides with no limit on the upper side.
 3. Qualitative part of the SSR should be prominent with quantitative referred to in brief, if needed.
 4. The respective faculty to provide the matter for the respective criterions by Monday, 20th September 2021 to Dr. Manisha who shall have the first draft of presentation ready by Friday, 24th September 2021.
- Each of the criteria's in the SSR was presented and discussed elaborately. Stress needs to be given to qualitative questions and their corresponding proofs need to be made available to the peer team visitors.
- The quantitative part of the SSR should be mentioned in the presentation, their proofs are also needed to be compiled and be available.
- Each criteria coordinator to make a file for proof, in accordance to the SSR.
- Each criteria coordinator to identify what is expected as proof in the departments for the respective criteria. This needs to be shared with all TIC's for their preparation.
- All committees to have their files complete with guidelines, as approved in IQAC; minutes and other files, as relevant to the committee.
- A video of the facilities and initiatives in the college could be designed by shuffle-shot. This could include STP plant, Medical room, solar panels, water harvesting, compost making, herbal garden, lawns, statues, generator room, parking, incubator, mushroom farming, gym etc. This would try to cover aspects not covered in the virtual tour of the college available on the website.

- A listing of all facilities (other than departments/ common facilities) that need to be showcased to the visitors needs to be prepared.
- A short documentary could be prepared by shuffle shot to showcase the activities of NSS, UBA, WDC etc. This could include interviews/ views of students and faculty.

The meeting ended with a vote of thanks to the chair.

Venika Gupta
Coordinator
IQAC, SRCASW