



# Aggarwal College Ballabgarh

(Affiliated to M.D. University, Rohtak)

NAAC ACCREDITED 'A' GRADE (CGPA:3.40)

Estd. 1971

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Ref. No.....

Date... 20.02.2016

13<sup>th</sup> meeting of the IQAC will be held on Saturday, the 20<sup>th</sup> Feb. 2016 at 1:00 p.m. in the Principal's Office, Wing-I (For Girls), Aggarwal College Ballabgarh and following members were present.

*Manoj Shukla*  
Dr. Manoj Shukla  
Co-ordinator IQAC

*Dr. Krishan Kant*  
Dr. Krishan Kant  
Chairman IQAC

## Members

Sh. Ashok Kaushik	<i>Dr. Usha Aggarwal</i>	Member	<i>Aggarwal</i>
Dr. K.L. Kaushik	<i>u</i>	Member	
Dr. Ajit Yadav	<i>Ajit</i>	Member	
Dr. Poonam Anand	<i>Poonam</i>	Member	
Mrs. Kiran Anand	<i>Kiran</i>	Member	
Dr. Naresh Kamra	<i>Naresh</i>	Member	<i>Naresh</i>
Dr. Jay Pal Singh	<i>Jay Pal Singh</i>	Member	
Dr. Ram Chander		Member	<i>Ram</i>
Dr. Praveen Gupta		Member	<i>Praveen</i>
Dr. Sachin Garg	<i>Sachin</i>	Member	
Dr. Shilpa Goel	<i>Shilpa</i>	Member	
Dr. Sarika Kanjlia	<i>Sarika</i>	Member	
Sh. Vineet Nagpal	<i>Vineet</i>	Member	
Sh. Rakesh Sharma	<i>Rakesh</i>	Member	
Sh. Manmohan Singla	<i>Manmohan</i>	Off. Head Clerk	
Sh. Dinesh Gupta (Advocate)		Representative of Management & Society	
Sh. M.C. Mittal	<i>M.C. Mittal</i>	Representative of Management & Industry	
Sh. Lokesh Aggarwal	<i>Lokesh</i>	External Expert	
Prof. S.K. Chakarvarti	<i>S.K. Chakarvarti</i>	External Expert	
CA Deepak Garg	<i>Deepak Garg</i>	Alumnus	<i>Deepak</i>
Dr. S.K. Aggarwal	<i>S.K. Aggarwal</i>	External Expert	
Sh. Gopal Sharma	<i>Gopal Sharma</i>	External Expert	<i>Gopal Sharma</i>

## AGGARWAL COLLEGE, BALLABGARH

**Minutes of the 13<sup>th</sup> meeting of IQAC held on 20<sup>th</sup> Feb, 2016 at 1.00 p.m in the Principal's office.**

### Members

Dr. K.L. Kaushik	Member
Dr. Ajit Yadav	Member
Dr. Poonam Anand	Member
Mrs. Kiran Anand	Member
Dr. Usha Aggarwal	Member
Dr. Naresh Kamra	Member
Dr. Jay Pal Singh	Member
Dr. Ram Chander	Member
Dr. Praveen Gupta	Member
Dr. Sachin Garg	Member
Dr. Shilpa Goel	Member
Dr. Sarika Kanjlia	Member
Sh. Vineet Nagpal	Member
Sh. Rakesh Sharma	Member
Sh. Manmohan Singla	Off. Head Clerk
Sh. Dinesh Gupta (Advocate)	Representative of Management & Society
Sh. M.C. Mittal	Representative of Management & Industry
Sh. Lokesh Aggarwal	External Expert
Prof. S.K.Chakarvarti	External Expert
CA Deepak Garg	Alumnus
Dr. S.K. Agarwal	External Expert
Sh. Gopal Sharma	External Expert (Society)

### **13.1 Opening remarks by the Hon'ble Principal Dr. Krishan Kant, Chairman IQAC and Welcome to the members of IQAC**

Principal Dr. Krishan Kant, Chairman IQAC welcomed the members of IQAC and introduced Prof. S.K. Agarwal, Deptt. of Electronics, YMCAUST, Faridabad and nominated him as the new External Expert of IQAC as per NAAC recommendations & IQAC requisition.

### **13.2 Confirmation of the minutes of the 12<sup>th</sup> meeting of IQAC held on 12<sup>th</sup> Dec, 2015 (Annexure A1).**

Considered the minutes of the 12<sup>th</sup> meeting of IQAC held on 12-12-2015 (Annexure- A1)

Resolved that the minutes of the 12<sup>th</sup> meeting of the IQAC held on 12-12-2015 be confirmed.

### **13.3 Report of the follow up of action on the decisions taken by the IQAC in its 12<sup>th</sup> meeting held on 12-12-2015 (Annexure A2)**

To note the follow up action on the decisions taken by the IQAC in its 12<sup>th</sup> meeting held on Dec. 12, 2015 (Annexure A2)

#### **(12.4.2) To arrange classes for slow learners**

It was proposed by Mr. Lokesh Aggarwal that total no. of Remedial Coaching Classes for weak students of SC/ST/OBC/Minority and Socially Economically Weaker students and their attendance record be provided in the next meeting. In case of Remedial Coaching Classes their quantitative/qualitative aspects be evaluated after the exams.

**(12.4.8) To arrange special classes for preparation for UGC NET Examinations**

House was apprised that UGC-NET coaching classes are being run in the college.

It was proposed that separate corners of books on UGC-NET, Remedial Coaching Classes and other competitive exams be set up in the libraries of Wing-I & Wing-II.

**13.4 To Review the Action taken on the recommendations given under NAAC Peer Team Report (Annexure A3)**

**13.4.1** The House was apprised that 2 new PG courses i.e. M.Sc. Chemistry and M.A. English and one UG course i.e. B.Sc. (Hons.)-Maths are going to be started from the academic session i.e. 2016-2017.

**13.4.2** It was proposed to start new courses in foreign languages to give better opportunities and wider avenues to the students.

**13.4.3** The House was apprised that eight skill based courses are already in progress : 5 Add on courses and 2 B.Voc. Courses. B.Voc. Software Development is in collaboration with NIIT, B.Voc. Retail Management is with SRS group. UGC sponsored entry in Services Classes are being run in collaboration with Career Pundit.

It was agreed unanimously that HODs should tie up with NGOs/Industry/Research Lab/ Institution/University etc for MoUs. So that they can explore the possibilities of job/research and higher studies for their students. The following MoUs have been reached between the college and concerned institutions.

1. IL&FS Institute of Skills-Delhi : Skill enhancement of our students under STAR
2. University School of Basic & Applied Sciences, GGSIU, Delhi : Research Collaboration
3. Manav Rachna International University, Faridabad: Research Collaboration
4. NIT, Kurukshetra: Research Collaboration
5. YMCAUST, Faridabad: Research Collaboration
6. M/S SRS Limited, Faridabad: B.Voc Retail Management
7. Career Pundit: competitive classes

**13.4.4** It was decided that B.Voc. courses be made more ICT motivated, soft copies of lectures be made available on website and to look for previous Exams question papers. The House laid stress on ICT and asked that the total no. of lectures delivered and proposed to be delivered through ICT will be calculated and presented in the next meeting by all the HODs. For this purpose a proforma has been designed and will be given to all HODs after approval from the IQAC. It was decided that faculty will deliver two lectures per week in Commerce, three lectures per week in Humanities & one lecture per week in Science department using ICT.

**13.4.5 (a)** It was decided that a report be made by the career counseling cell regarding the no. of lectures delivered on Career Guidance by various department. It was resolved that report of lectures delivered in past two years will be prepared for the same and presented in the next meeting.

It was also decided that under Career Counseling Cell – a lecture on “College to Corporate” be arranged under the

guidance of Mr. Agarwal. (OYE HOYE.com an online site to be also explored).

It was decided that information be gathered regarding placement of students after their graduation. A brief and suitable form, containing additional information about their placement, be designed which the students need to fill up at the time of withdrawal of security and Convocation. Dr. Shilpa Goyal and Dr. Sarika Kanjlia were asked to prepare the format to be presented in the next IQAC meeting for approval. The Placement Cell shall also furnish the report of the students placed in recent past and will also tell about the percentage of students to be placed in current session.

**13.4.5 (b)** To expand Alumni Association: It was resolved that a formal open Alumni Meet be organized about which advertisement in the newspaper will be given and a page on facebook be created. It will be mentioned in the prospectus that every graduate will become the member of Alumni Association of Aggarwal College Ballabgarh and a sum of Rs.200/- be deducted at the time of security withdrawal. For registration online facility will also provided. This will be mentioned in the College Prospectus for the session 2016-17.

**13.4.6** The House decided that atleast one research paper will be presented in some conference/seminar and one paper be published by each department in some reputed journal in one academic session. It was also resolved that Letter of Appreciation will be issued to those staff members who get their research paper published.

**13.4.7** It was told that research labs for teachers and students to carry out research related work are going to be developed for departments having post graduation.

**13.4.8** The House was told that a proposal has been sent for a small bus to ply between 2 wings, so as to facilitate teachers and students to commute.

**13.4.9** It was told that a proposal for Women Hostel facility in Wing-II is being prepared for submission.

**13.4.10** The House was apprised that Quarterly Newsletter containing the activities and achievements of the students and faculty is being published by the college. It was decided that display boards in respective department with periodic change be identified as wall Magazines. The display boards should have details of activities with pictures.

**13.5** **To consider the new initiatives and practices in college.**

**13.5.1** **To spread computer literacy among elderly persons/ women**

It was resolved that computer literacy among elderly persons & women be spread in village Chandawali -adopted by the college-under Beti Bachao Beti Padhao scheme. For this faculty and students from computer department will be involved.

**13.5.2** **To increase more activities in the adopted village**

It was resolved that a new campaign for cleanliness, hygiene and health awareness should be started in the village Chandawali adopted under University Outreach programme.

It was decided that students would be sent more frequently to this village to spread awareness on these issues among the villagers.

**13.5.3 To organize a special awareness talk on Mammography for girl students by AIMIL Ltd., Hygea**

It was resolved that a workshop will be conducted to raise awareness among women regarding the early detection of cancer. For this AIMIL Ltd. Hygea has been roped in to carry out this workshop. Dr. Poonam Anand was entrusted with this responsibility to organise this workshop. Mr. Shobhna Goyal was given the responsibility of organising a talk on Cervical Cancer Vaccination.

**13.5.4 To organize a state level conference by Department of Economics**

Mr. M.C. Mittal & Prof. S.K. Chakarvarti on behalf of IQAC appreciated the initiative taken by Dept. of Economics to conduct one day State level Conference which is self funded and the deficit will be covered up by the college. Faculty will guide the students in preparing and organizing this conference. This conference is being organized for the first time and on proven successful may be treated as setting trend for other post graduate departments to follow suit.

**13.6 Any other item with the permission of the Hon'ble Chairman, IQAC**

Principal & Chairman IQAC Dr. Krishan Kant resolved that a format be designed & presented in the next meeting in



which each department shall submit its timetable, research work, Remedial Coaching Classes, departmental meetings, action taken report, field trips and all the activities conducted. He also made it sure for every department to submit its Research Proposal latest by 29<sup>th</sup> Feb. 2016. He further said that all the activities & Guest Lectures be arranged separately in Wing-II.

He apprised the House that UGC sponsored 6 Minor Research Projects have been awarded to the faculty in different subjects in the current session.

Prof. Chakarvarti proposed that more Inter College/Inter District/Inter State/ Inter University Exhibitions, Essay Writing Competitions & other Creative activities be arranged & students be given training to improve their soft skills. Students should be guided not only for participation sake but for winning also.

It was resolved that the NAAC guidelines will be strictly complied with as regards composition of IQAC.

The meeting ended with thanks to the Chairman IQAC, Dr. Krishan Kant and vice versa.