

Minutes of 30th Meeting of the IQAC

Date: 22 January, 2022
Time: 3:00 p.m.
Venue: IQAC Room, Aggarwal College, Ballabgarh

MEMBERS

1. Chairperson

Dr. Krishan Kant, *Principal*

2. Administrative Officers

Dr. K. L. Kaushik, *COE*

Dr. Ram Chander, *Librarian*

Sh. Manmohan Singla, *Dy. Supdt.*

3. Faculty Members

Ms. Kamal Tandon, *Associate Professor*

Dr. Poonam Anand, *Associate Professor*

Dr. Usha Aggarwal, *Associate Professor*

Dr. Sanjeev Kr. Gupta, *Associate Professor*

Dr. Jay Pal Singh, *Associate Professor*

Dr. Geeta Gupta, *Associate Professor*

Dr. Sarika Kanjlia, *Assistant Professor*

Dr. Pooja Saini, *Assistant Professor*

Dr. Parveen Gupta, *Assistant Professor*

Dr. Renu Maheshwari, *Assistant Professor*

Dr. Shilpa Goel, *Assistant Professor*

Dr. Sachin Garg, *Assistant Professor*

4. Management Nominee

Sh. M.C. Mittal

Sh. Vinod Mittal

5. Nominee from Local Society, Students and Alumni

Sh. Sunil Garg, *Bhartiya Sanskriti Gyan Pariksha, Palwal*

6. Nominee from Employers/ Industries/ Stakeholders

Prof. Sandeep Grover, *J C Bose University of Science & Technology YMCA, Faridabad*

Prof. S.K. Chakarvarti, *Ex-NIT, Kurukshetra*

Sh. Krishan Mohan Sharma, *Chartered Engineer*

Sh. Romesh Chaudhary (*Industry*)

Ms. Jaya Goyal, *IamSMEofIndia*

Dr. Rekha Goyal, *Associate Professor, KL Mehta DN College for Women, Faridabad*

Sh. Raman Handa, *Wadhvani Foundation, New Delhi*

7. Dy. Coordinator of IQAC

Dr. Naresh Kamra, *Associate Professor & Bursar*

8. Students Members

Ms. Priya Dagar, *M.A. (Economics) Previous*

Ms. Divya, *B.A. Final Year*

9. Coordinator of IQAC

Dr. Manoj Shukla, *Associate Professor*

30.1 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, welcoming the members particularly external experts from their respective arenas Prof Sandeep Grover, Prof. S K Chakarvarti, Mr. Krishan Mohan, Ms. Jaya Goel, Dr. Rekha Goyal, Mr. Romesh Chaudhary and Mr. Raman Handa, extended warm welcome to Mr. Vinod Mittal, General Secretary, Governing Body Aggarwal College and also informed the house and welcomed new members Dr. Sanjeev Gupta , Associate Professor replacing Mr. Ravinder Jain and Dr. Pooja Saini, Assistant Professors in Sanskrit as another member. Dr. Krishan Kant expressed that that the purpose of this platform is to sustain quality circles already in place in the institution and that require debate and discussions and enjoined members to share innovative ideas and practices and he opined that our past glories are testimony to the contributions and commitment of all the external experts and internal members. Sharing his articulate vision, he dwelled on the need to work as per new guidelines of the NAAC accreditation and concomitantly not only modifying existing policies but also initiating new practices so as to improve upon key performance indicators.

30.2 Confirmation of the minutes of the 29th meeting of the IQAC held on 10-08-2021

Considered the minutes of 29th meeting of the IQAC held on 10-8-2021. The minutes were circulated to all the members and suggested changes were incorporated.

The house considered and resolved that the minutes of 29th meeting of the IQAC held on 10.8.2021 be confirmed.

30.3 Report on follow up action taken on the decision adopted by the IQAC in its 29th meeting held on 10-08-2021

To note the follow-up actions taken on the decisions taken by the IQAC in its 29th meeting held on 10.8.2021

The house was appraised of the six decisions taken in this regard and the action taken report was showcased to the members. The house noted the same.

29.4.1 To commemorate Golden Jubilee year of Aggarwal College

It was informed that a new Logo has been designed to commemorate 50 glorious years and shall be used for one year on all the communique and brochures of activities during the year. A Coffee Table Book highlighting achievements and contributions of all stakeholders during the last 50 years is under print and shall be released soon.

A series of webinars have also been organized with active participation of faculty and students to celebrate golden jubilee year. The house noted the same.

29.4.2 Adopting schools in nearby areas

The house was appraised that all the departments of the college have adopted schools and activities are going on with active participation of students from adopted schools. The efforts were appreciated by the members.

29.4.3 Reimagining and Rewriting Vision and Mission

Reimagining and reformed vision and mission statements, in the light of NEP-2020, shall be released soon.

[Action to be taken by Coordinator, IQAC]

29.4.4 Internal Audit

It is informed that the Internal Audit of the college for the last two sessions (2020-21 and 2021-22) shall be conducted soon.

[Action to be taken by Coordinator, IQAC along with HODs]

29.4.5 Street Art Mural Club

The house was apprised that walls have been identified in the city for the mural art to be exhibited by college students and the work will start soon.

[Action to be taken by Coordinator, IQAC along with HODs]

29.4.6 Creating “Digital Content Development and Management Centre”

The house realized that faculty need to be re-equipped with new digital innovative pedagogy tools to make online teaching and learning more effective and participative. The house was informed that two Faculty Development Programmes have already been conducted. The Principal lauded the efforts of Prof. Sandeep Grover, Prof. S.K. Chakarvarti and Dr. Rekha Goyal for suggesting to conduct Need Based FDPs. The House was apprised that faculty have conducted online exams, uploaded Google forms for answer sheets, online evaluation, prepared award lists also and have been successful in this endeavor. The students have also learnt uploading and converting files to PDF and can view their answer sheets online. In consonance with COVID protocols, a touch me not environment has been created with great advantages.

Mr. Raman Handa suggested that there is need to re-calibrate the TNI-Training Need Investigation so that actual outcome can be known.

[Action to be taken by Coordinator, IQAC along with HODs]

30.4 Remarkable Achievements

The house was apprised of the various achievements garnered by the students and institution thus raising the bar. Manish Narwal (BA-II Year) and Shikha Narwal (BA-I Year) of the college brought laurels to the college by winning gold in Paralympics-2020 and ISSF World Junior Championship 2021 respectively in Pistol Shooting Competition. Recognizing his superlative performance Manish Narwal has been bestowed with Khel Rattan Award and a cash prize of Rs. 6 crores by the Govt. of India.

The House also lauded the efforts of the Chairperson Dr. Krishan Kant for winning prestigious State Level Energy Conservation Award (SLECA), given by Department of New and Renewable Energy, HAREDA, Haryana for the institution for the year 2019-20 on 11 January 2022.

The Principal informed the house that during the COVID-19 lockdown period, online teaching and other activities were conducted effectively by the faculty members and participation of large number of students in these activities reflects digital effectiveness in our processes. Thus Covid-19 did not prove to be deterrent in conducting a spectrum of

activities for the welfare of the students and society. The list was also shared with the house and the efforts were appreciated.

30.5 Proposed Annual Calendar of Activities

The Annual Calendar of Activities 2022 was put before the IQAC for consideration and approval.

The Council was apprised that the 10- year old practice of Annual Calendar is very much in place but with a change. Instead of semiannual, it has been made annual so as to provide sufficient time to the faculty for planning well in advance. It was open to suggestions and modifications.

The Annual Calendar was perused, discussed and was duly approved.

30.6 To consider the new initiatives and practices in the College

30.6.1 360 Degree Performance Appraisal, Feedback System and its Review

To improve upon earlier mechanism of feedback so as to include more transparency and accountability, a new feedback proforma has been designed for transparent and effective feedback. The new proforma are based on 360 degree appraisal system, the new proformas are being prepared on the inputs given by Prof. Sandeep Grover. The questionnaire prepared by the erudite input of IQAC members was laid open to suggestions.

The performance appraisal, feedback system were discussed, deliberated and duly approved.

[Action to be taken by Coordinator, IQAC along with HODs and IT team]

30.6.2 Best Practice: Bridging the Learning Gap (Activity पहुँच)

The members were told about *Each One Teach One* activity already in practice in college and this practice was highly applauded by the NAAC committee in last NAAC inspection and has made a special mention of this in their booklet of information. The practice was for higher and senior secondary students. As the Covid-19 pandemic kept students away from school particularly in primary stage and the accessibility and affordability of online teaching has been disappointing and disastrous and this underlines the need for in-person education for primary level students which will not only bridge the learning gap but also provide emotional support to deprived children.

In consultation with the HoDs, a plan has been formulated wherein our students will teach primary students at their door steps. The proposal was presented to the house for approval.

It was unanimously approved and was decided to be put into practice.

[Action to be taken by Coordinator, IQAC along with HODs and IT team]

30.6.3 To introduce new Capacity building and skill enhancement courses.

A number of courses are already running in the college. The members were told about seven new courses being run in collaboration with NSIC, Neemka and efforts are in place to make these courses more valuable. Under the convener ship of Dr. Poonam Anand and Dr. Naresh Kamra, these seven courses are being run which are of duration ranging from 40-50 hours from session 2021-22. These certificate courses clearly reflect our intention of

merging it with the NEP-2020. Another certificate course Vedic Mathematics has also been started from this session. The classes which were earlier started in offline mode but during pandemic period these have been made virtual. These courses help students to acquire new skills which are required in the market and students will become more creative and capable.

Ex post facto approval was solicited and it was readily granted by all experts. It was also suggested by external experts to continuously monitor the outcome and impact of these courses.

[Action to be taken by Chief Coordinators and respective coordinators]

30.6.4 Special programs for advanced learners and slow learners

The house was apprised that a complete structure of the same has been provided in consonance with NEP-2020. As pandemic has affected all, so the needs of slow, and advanced learners need to be considered for special attention. The members were apprised of new initiatives for approval.

Prof. Sandeep enquired about the methodology adopted to identify slow and advanced learners. The house was informed that the diagnostic tests and percentage of marks in 10+2 are the methods used for identify the students. Besides, orientation programmes for students give them opportunity to express themselves and the teacher gets an idea of their potential. After a gap of 3-4 weeks of the start of the session, a performance test is conducted for the students to gauge their learning and they are classified accordingly. A database of their performance is maintained

Prof Sandeep expressed his concern that tagging a student might affect him/ her psychologically. However, for the purpose of record for NAAC Assessment and Accreditation the same can be kept.

Suggestion was well taken.

To this the Principal replied that these terms will not be used by teachers interacting with the students but will be used on paper only. He also apprised the house about Bridge Course so that students can overcome their deficiency in such courses which they have not opted in 10+2 level.

Dr. Rekha Goyal suggested peer group learning wherein reappear students can be taught by meritorious students. She further suggested that pre placement, training experience, certificate courses and programmes for final year students on reasoning, English language, communication skills, practice tests should be organized on frequent basis.

Both these suggestions were well taken. Principal apprised that Wadhvani Foundation under the guidance of Mr. Raman Handa has already started a Job Ready Programme under which 8 teachers will be trained and they will further train the students.

The programmes were placed before the IQAC and approved.

30.6.5 Workshops for Girl Students’ “Online Safety: Preventions and Interventions”

It was discussed that a group of 30 girl students should be given training and a programme should be designed with *Durga Shakti* and local police and some NGO for girl empowerment.

Dr. Rekha Goyal suggested that trained students should give training to other students.

The Principal suggested that the workshops on Cyber Security should be organized. Besides, Digital Parenting involving the parents shall also be initiated.

The proposal was put before the house and was approved.

[Action to be taken by Women Cell, IT Cell, Dept. C.S. and HODs]

30.6.6 Young Alumni Achievers Award

It was discussed to award young alumni in Annual function to recognize their contributions so that our students also get motivation. The house was informed that NAAC also validates this practice of involving alumni in various practices.

Prof Sandeep suggested to constitute Star Alumni Award given to the alumni batch wise (5 years or 10 years) who have cleared some competitive examination or have their own startups or achieved some exceptional feat. Alumni should be encouraged to give financial contribution, guest lectures and conducting activities for placement opportunities for our students.

Mr. Romesh Chaudhary suggested that the alumni should be invited and thus data can be collected.

Mr. Raman Handa said that instead of industry practitioners, we should invite alumni and arrange for panel discussion, narration of their growth and progress, award them and students can also become a part of the event.

Dr. Rekha Goyal suggested to organize small get together of alumni and procure data, gather their information through digital media and then categorically can be awarded.

All the suggestions were well taken up.

The proposal was approved by the house.

[Action to be taken by coordinator, ACB Alumni Association]

30.7 Any other item with the permission of the Chairman, IQAC.

The Chairman brought to the notice of the house about two plans—OYSTER (Organization of Youth for Social Transformation through Environmental Recoup) and SDGs (Sustainable Development Goals) - 17 to be put into practice. He informed that these have been streamlined and committees have been formulated. The progress report of these will be circulated in the next meeting.

[Action to be taken by DYW, Dr. K.L. Kaushik for OYSTER and Dr. Manoj Shukla for SDGs]

Prof Sandeep suggested to dedicate a hall in the new building to commemorate the golden jubilee year of the college and further suggested to make provision for golden jubilee scholarships or awards to meritorious students and alumni.

The Principal decided to take up the matter with the management for approval.

Prof. Sandeep suggested that workshops should be organized to spread awareness among students about achievements of the college students so that they get motivated to emulate and contribute in respective fields.

Prof Sandeep showed his willingness to take up some tasks and offered to assign some responsibility to the external experts. The suggestion was highly applauded by the house.

The meeting ended with vote of thanks to the Hon'ble Chairman IQAC, Dr. Krishan Kant, external experts, stakeholders and all other members of the IQAC by Dr. Manoj Shukla, Coordinator, IQAC.

Coordinator, IQAC