

## Minutes of 36<sup>th</sup> Meeting of the IQAC

Date: 28 February, 2024 Time: 03:00 p.m.

Venue: IQAC Room, Aggarwal College

### **Chairman**

1. Dr. Sanjeev Kumar Gupta, Off. Principal

### **Coordinator**

2. Dr. K.L. Kaushik, Associate Professor

### **Dy. Coordinators**

3. Dr. Sarika Kanjlia, Assistant Professor
4. Dr. Vineet Nagpal, Assistant Professor

### **Administrative Officers**

5. Dr. Ram Chander, Librarian
6. Mr. Manmohan Singla, Dy. Sudpt.

### **Faculty Members**

7. Ms. Kamal Tandon, Associate Professor
8. Dr. A.S. Yadav, Associate Professor
9. Dr. Jay Pal Singh, Associate Professor
10. Dr. Shobhna Goyal, Assistant Professor
11. Dr. Devender, Assistant Professor
12. Dr. Priyanka Sehrawat, Assistant Professor
13. Dr. Rachna Kalsan, Assistant Professor
14. Dr. Sachin Garg, Assistant Professor
15. Dr. Shilpa Goel, Assistant Professor
16. Ms. Ritika Sehrawat, Assistant Professor
17. Mr. Rakesh Sharma, Assistant Professor
18. Mr. Shiv Narain, Assistant Professor

### **Management Nominee**

19. Dr. Vasudev Gupta, Vice President ACGB

### **Nominee from Local Society, Students and Alumni**

20. Sh. Dinesh Gupta, Gen. Secretary & Alumni
21. CA Chuni Lal, Local Society & Alumni
22. CA Arvind Gupta, Local Society & Alumni

### **Nominee from Employers/ Industries/ Stakeholders**

23. Mr. Ravinder Gupta, Industry Expert/ Employer
24. Mr. Ravinder Garg, Industry Expert/ Employer
25. Mr. Ajay Abrol, Industry Expert (IIAF, Ballabgarh) / Employer
26. Dr. Naresh Kamra, Principal, GGSDS College Palwal
27. Prof. S.V. Prasad, Lingaya's University, Faridabad

### **Students Members**

28. Jyoti, B.A.- III
29. Vrinda, B.A. (Economics) Hons- II

The following members were not able to attend the meeting:

- Ms. Kamal Tandon
- Sh. Dinesh Gupta
- CA Chuni Lal
- CA Arvind Gupta

- Mr. Ravinder Gupta
- Mr. Ravinder Garg
- Mr. Ajay Abrol
- Dr. Naresh Kamra
- Prof. S.V. Prasad

**36.1 Welcome of Dr. Sanjeev Kumar Gupta, Chairman IQAC by Dr. K.L. Kaushik, Coordinator IQAC and all the members of the newly constituted IQAC**

Dr. K.L. Kaushik, newly appointed Coordinator IQAC welcomed Dr. Sanjeev Kumar Gupta, Off. Principal for taking up the position of Chairman of the IQAC. He also welcomed all the other external as well as internal members of the IQAC. Chairman Dr Sanjeev Kumar Gupta also extended a warm and heartfelt welcome to all the members, especially external experts of the IQAC of the college. He apprised everybody that this is newly constituted IQAC and expects all its members to work diligently and enthusiastically as college is preparing for the 4th cycle of NAAC A&A process.

**36.2 Confirmation of the minutes of the 35<sup>th</sup> meeting of the IQAC held on 02-09-2023**

The minutes of 35<sup>th</sup> meeting of the IQAC held on 2<sup>nd</sup> September 2023 were circulated among all the members. (Annexure C1)

**Resolution:**

**The house considered and resolved that the minutes of 35<sup>th</sup> meeting of the IQAC held on 2 September 2023 be confirmed.**

**36.3 Follow-up action report on the decisions taken by the IQAC in its 35<sup>th</sup> meeting held on 02-09-2023**

To note the follow-up actions taken on the decisions taken by the IQAC in its 35<sup>th</sup> meeting held on 02-09-2023 (Annexure A2 attached).

**Resolution:**

**Resolved that the follow up action taken as above be noted.**

**36.4. To consider the new initiatives and practices in the College**

**36.4.1. Internal Academic and Administrative Audit**

It was proposed that the college should go for Internal Academic and Administrative Audit for two academic sessions i.e. 2021-22 and 2022-23 in the month of March-2024.

**Resolution:**

**The suggestion was well taken and it was decided that an Internal Academic and Administrative Audit Committee will be constituted by the Off. Principal and it was suggested that Internal AAA should be conducted as early as possible.**

**36.4.2 External Academic and Administrative Audit**

It was proposed that the college should go for External Academic and Administrative Audit

in the month of March-2024 after Internal AAA.

**Resolution:**

**It was resolved by the house that the External Academic and Administrative Audit should be conducted. A team of experts will be identified and invited by Dr. Sanjeev Kumar Gupta.**

**36.4.3 To Submit Institutional Information for Quality Assessment (IIQA) to NAAC for the fourth cycle of Accreditation and Assessment (A&A) Process**

The House was apprised that the college is going for its 4<sup>th</sup> cycle of Accreditation and Assessment Process. The Chairman informed the house that the college is planning to submit IIQA in the month of April 2024.

**Resolution:**

**The suggestion was well taken and approved. Dr. K.L. Kaushik, Dr. Sarika Kanjlia, and Dr. Vineet Nagpal together took the onus to upload the IIQA in April 2024.**

**36.4.4 Annexure R (Report of the Event)**

It was proposed that a common format to report the activities conducted by departments/ cells/ fora/ societies/ clubs, should be provided to the faculty as Annexure R. It will be uploaded on the college website and HODs/ Conveners should submit hard copy as well as soft copy of the activity to the IQAC.

Dr. K.L. Kaushik suggested that there should be proper training or interactive session should be organized to train the staff for filling and uploading of Annexure R.

**Resolution:**

**The house was apprised of this initiative and it was also resolved that Dr. Sachin Garg and Dr. Vineet Nagpal will conduct a Faculty Development Programme in their respective Wings to train the teachers in ICT tools and applications. The Annexure R was duly approved by the house.**

**36.4.5 Job Fair**

It was proposed that a mega job fair should be conducted in the month of April and May 2024 for the final year students of all streams.

**Resolution:**

**It was decided that Centre for Career Counselling, Training & Placement should organize a Mega Job Fair in collaboration with Mr. Manoj Singh, IPCA Group in upcoming months for the final year students.**



### 35.8 Any other item with the permission of the Chairman, IQAC

#### 35.8.1 Waste Disposal MoU

Dr. K.L. Kaushik suggested that college should sign/ renew the MoU with Eco-Green Co., Faridabad for the disposal of waste generated in the college campus. He further said that managing this waste is a task and that inappropriate and inadequate management of waste and garbage has known to be the key reason for epidemics, terminal diseases and environment pollution.

#### Resolution:

**The house extolled the suggestion and approved the same. Dr. K.L. Kaushik was asked to arrange for this renewal of MoU.**

#### 38.8.2 Edited Book on IKS and Viksit Bharat@2047

Dr. Sarika Kanjlia suggested that an Edited book on the theme 'Indian Knowledge System and Viksit Bharat@2047' should be published as it is mandatory for new binary system of NAAC Accreditation and Assessment Process. It has also been envisaged in National Education Policy 2020 (NEP-2020)

#### Resolution:

**The house appreciated the initiative and it was decided that Dr. Ram Chander will initiate the process of publishing the book and same will be published on or before 31<sup>st</sup> May 2024.**

#### 35.8.3 Hebral Garden

Dr. Vineet Nagpal suggested that college should revamp its Herbal Garden and more medicinal plants should be grown and maintained. Herbal garden provides a unique and engaging way for students and staff to learn about and access the medicinal properties of plants.

#### Resolution:

**The suggestion was well taken and it was decided that Dr. Priyanka Sehrawat, Assistant Professor, Department of Chemistry should nurture and maintain the Herbal Garden of the college.**

The meeting concluded with thanks giving by Dr. K.L. Kaushik to the Chairman IQAC and all the members of the House and vice versa.

  
**Co-ordinator, IQAC**  
Aggarwal College, Ballabgarh  
IQAC  
Aggarwal College Ballabgarh



  
**Acting Chairman**  
Aggarwal College  
Aggarwal College Ballabgarh (Faridabad)