

SD Mahila Mahavidyalaya Narwana
Internal Quality Assurance Cell (IQAC) Meeting Minutes
Session 2018-19

Meeting Date: 2 August , 2018

Venue: Conference Room, SD Mahila Mahavidyalaya Narwana

Time: 2:30 PM to 4 PM

Present:

Dr . Poonam Sharma (Chairperson)	Present
Dr . Anjana Lohan (Associate Prof in Phy Edu.)	Present
Dr . Nayan Deep (Asst. Prof of Economics)	Present
Dr. Shallu Sachdeva (Asst. Prof of History)	Present
Dr . Madhu Sharma (Asst. Prof of English)	Present
Dr. Praphull Arya (Asst. Prof. Sanskrit)	Present
Ms. Rukmani Saini (Asst. Prof. Hindi)	Present
Ms. Suman Garg (Asst. Prof. English)	
Ms. Nisha (Asst. Prof. Physics)	Present
Ms. Meenakshi Muwal (Asst. Prof. Commerce)	Present
Ms. Dimpy Singla (Asst. Prof. Comp. Sc.)	Present
Ms. Rekha Kohli (Librarian)	Present
Sh. Anant Singla (Deputy Supdt.)	Present
Sh. Jiyalal Goyal (Management Representative)	Present
Sh Baljeet Singh (Principal Govt College Belarkha)	Present
Ritu Rani (Alumni)	Present
Sumita B.A final year (Student)	
Ekta BCA Final year (Student)	Present


Principal
S.D. Mahila Mahavidyalaya
Narwana

Agenda:

1. Review of the previous year's IQAC recommendations and their implementation status
2. Discussion on academic and administrative initiatives for the new session.

Minutes:

- The meeting commenced with the Principal addressing the attendees and emphasizing the importance of IQAC in enhancing the quality of education and overall institutional performance.
- Coordinator presented a detailed report on the status of the previous year's recommendations, highlighting achievements and results of the final semester.
- The Principal discussed areas needing further attention, particularly the need of technical knowledge to the students.
- Academic and administrative initiatives for the new session, including curriculum planning, timetable , preparation of Event calendar , reconstitution of Cells and Committees and student support services, were deliberated upon.
- Dr.Nayan Deep suggested organizing a national level seminar which was approved by all.
- The meeting concluded with action points assigned to each member.


Principal
S.D. Mahila Mahavidyalya
Narwana 

SD Mahila Mahavidyalaya Narwana
Internal Quality Assurance Cell (IQAC) Meeting Minutes
Session 2018-19

Meeting Date: November , 2018

Venue: Conference Room, SD Mahila Mahavidyalaya Narwana

Time: 2:30 PM to 4:00 PM

Present:

Dr . Poonam Sharma (Chairperson)	Present
Dr . Anjana Lohan (Associate Prof in Phy Edu.)	Present
Dr . Nayan Deep (Asst. Prof of Economics)	Present
Dr. Shallu Sachdeva (Asst. Prof of History)	Present
Dr . Madhu Sharma (Asst. Prof of English)	Present
Dr. Praphull Arya (Asst. Prof. Sanskrit)	Present
Ms. Rukmani Saini (Asst. Prof. Hindi)	Present
Ms. Suman Garg (Asst. Prof. English)	
Ms. Nisha (Asst. Prof. Physics)	Present
Ms. Meenakshi Muwal (Asst. Prof. Commerce)	
Ms. Dimpy Singla (Asst. Prof. Comp. Sc.)	
Ms. Rekha Kohli (Librarian)	
Sh. Anant Singla (Deputy Supdt.)	Present
Sh. Jiyalal Goyal (Management Representative)	Present
Sh Baljeet Singh (Principal Govt College Belarkha)	
Ritu Rani (Alumni)	Present
Sumita B.A final year (Student)	Present
Ekta BCA Final year (Student)	Present

Agenda:

1. Discussion on academic development initiatives

- Dr.Anita Chhabra provided updates on academic development initiatives, including bridge classes for weak students,class tests and focusing on curriculum revisions and teaching methodologies.
- A Report of the results of Even Semesters of all the streams was presented by Dr. Praful Arya and appreciated by all.
- The Principal emphasized the importance of student feedback mechanisms and encouraged faculty members to integrate them into their courses.
- NSS coordinator presented the report of the extension activities undertaken during the period and a future plan also.
- A report of the successful talent-show was presented by the coordinator of the Cultural Committee. Preparation for the Youth Festival was also recommended by all.


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SD Mahila Mahavidyalaya Narwana
Internal Quality Assurance Cell (IQAC) Meeting Minutes
Session 2018-19

Meeting Date: 8 Feb , 2019

Venue: Conference Room, SD Mahila Mahavidyalaya Narwana

Time: 10:00 AM - 12:00 PM

Present:

Dr . Poonam Sharma (Chairperson)	Present
Dr . Anjana Lohan (Associate Prof in Phy Edu.)	Present
Dr . Nayan Deep (Asst. Prof of Economics)	Present
Dr. Shallu Sachdeva (Asst. Prof of History)	Present
Dr . Madhu Sharma (Asst. Prof of English)	
Dr. Praphull Arya (Asst. Prof. Sanskrit)	Present
Ms. Rukmani Saini (Asst. Prof. Hindi)	
Ms. Suman Garg (Asst. Prof. English)	Present
Ms. Nisha (Asst. Prof. Physics)	Present
Ms. Meenakshi Muwal (Asst. Prof. Commerce)	Present
Ms. Dimpy Singla (Asst. Prof. Comp. Sc.)	Present
Ms. Rekha Kohli (Librarian)	Present
Sh. Anant Singla (Deputy Supdt.)	
Sh. Jiyalal Goyal (Management Representative)	Present
Sh Baljeet Singh (Principal Govt College Belarkha)	Present
Ritu Rani (Alumni)	
Sumita B.A final year (Student)	
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Agenda:

1. Review of the progress on action points identified in the previous meetings.
2. Discussion on National level Seminar
3. Planning for internal academic audits and quality assessments.

Minutes:

- The meeting began with a review of the action points identified in the previous meetings. Progress was noted in various areas, and additional efforts were planned to ensure completion.
- Faculty members shared their experiences with student support services and suggested improvements to enhance student engagement and success.
- The Principal asked the faculty to groom the students for ranks. Students of all years to be focused on.
- A National Level Seminar will be organized on 8th March 2019 on Women Empowerment and Dr. Nayandeep and Dr. Anita Chhabra are given the responsibility for all arrangements. All others will cooperate with them.
- Guest lectures, Alumni meetings, workshops were suggested to enhance the academic performance.
- Planning for internal academic audits and quality assessments was discussed, with timelines and responsibilities assigned to ensure compliance with regulatory requirements.
- The Principal commended the efforts of the IQAC in driving continuous improvement and stressed the importance of institutional commitment to quality enhancement.
- Action points were finalized.


Principal
S.D. Mahila Mahavidyalya
Narwana 

SD Mahila Mahavidyalaya Narwana
Internal Quality Assurance Cell (IQAC) Meeting Minutes
Session 2018-19

Meeting Date: 11 April , 2019

Venue: Conference Room, SD Mahila Mahavidyalaya Narwana

Time: 11:00 AM - 1:00 PM

Present:

Dr . Poonam Sharma (Chairperson)	Present
Dr . Anjana Lohan (Associate Prof in Phy Edu.)	Present
Dr . Nayan Deep (Asst. Prof of Economics)	Present
Dr. Shallu Sachdeva (Asst. Prof of History)	Present
Dr . Madhu Sharma (Asst. Prof of English)	
Dr. Praphull Arya (Asst. Prof. Sanskrit)	Present
Ms. Rukmani Saini (Asst. Prof. Hindi)	Present
Ms. Suman Garg (Asst. Prof. English)	Present
Ms. Nisha (Asst. Prof. Physics)	Present
Ms. Meenakshi Muwal (Asst. Prof. Commerce)	Present
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Agenda:

1. Review of academic and administrative initiatives implemented during the session.
2. To get suggestions and opinions for improvement.

Minutes:

- Principal welcomed the external members and student representatives.
- A comprehensive review of academic and administrative initiatives implemented during the session was conducted, highlighting successes and areas for further improvement.
- Future planning for quality enhancement was discussed, focusing on aligning institutional goals with the evolving needs of stakeholders.
- The Principal expressed gratitude to the IQAC members for their dedication and contributions throughout the session and encouraged continued collaboration for sustained growth.
- The meeting concluded with a commitment to ongoing quality improvement and the scheduling of the next IQAC meeting for the following academic session.


Principal
S.D. Mahila Mahavidyalya
Narwana