

Minutes of XXVIth IQAC of Kanohar Lal Girls PG College, Meerut (Aided & B.Ed)

Held on 30th August 2018 at 11:30 A.M

Members

1. Er. Dinesh Singhal (President)
2. Er. Rakesh Kumar Gupta
3. Dr. Kiran Pradeep. (IQAC-Coordinator & Principal)
4. Dr. Neha Sharma
5. Dr. Vinita Gupta
6. Ms. Smriti Yadav
7. Dr. Meenu Sharma
8. Ms. Arpita
9. Ms. Garima
10. Ms. Monika Gupta
11. Ms. Deepa Jain
12. Ms. Roopa Chauhan
13. Ms. Deepthi Jaiswal
14. Ms. Aanchal Gupta
15. Ms. Garima Kaushik
16. Mr. Rajendra Prasad Sharma
17. Mr Mayank Vats

Special Invitee:

18. Mr. Pradeep Singhal

Agenda	Discussion and decision taken	Person Responsible	Compliance
Agenda Point 01: Review of the Minutes of last IQAC Meeting	<ul style="list-style-type: none"> • To teach foundation paper faculties can take help from Yellow Book, Trashonomics and various websites. Videos from You Tube can also be shown to students. • PPT should be made of Unit I of sports syllabus. Help can be taken from You Tube and websites of Govt. Of India. • Talk should be arranged on Common Medical Problems Faced By Girls by Dr.Sushma. • To conduct OPD we will have to hire a separate faculty in Psychlogy Department. • Mentor students should take classes of their juniors. • Spoken tutorials can be used by interested departments in their teaching. 	<p>Dr Venu Vanita</p> <p>Ms. Sarita</p> <p>Dr. Poonam Singh</p> <p>Ms. Smriti Yadav</p> <p>All departments</p> <p>All departments</p>	<ul style="list-style-type: none"> • Mam is working on the videos. • PPT has been made. • Talk will be arranged in January. • Decision on OPD will be taken in the next session. • Mentor students are taking classes. • Spoken tutorials were not used by the departments.
Agenda Point 02:	<ul style="list-style-type: none"> • Report was presented in the meeting. 	<p>---</p>	

<p>Reports of activities and initiatives since last IQAC Meeting</p>	<ul style="list-style-type: none"> Objective of Literary Committee and Students Welfare Association should be made again. Induction of Hindi Department should be re analyzed. 	<p>Dr.Vinita Gupta & Dr. Venu Vanita</p> <p>Dr Poonam Singh</p>	<ul style="list-style-type: none"> Objectives are being made. Induction is being re analyzed and will be presented soon.
<p>Agenda Point 03: Admission 2018-19 of B.A, M.A, B.Ed Result of B.A, M.A and B.Ed for session 2017-18</p> <p>Attendance of UG, PG and B.Ed</p> <p>Planning of current session 2018-19</p>	<ul style="list-style-type: none"> Admission status of B.A, M.A and B.Ed was discussed in the meeting. Result was presented in the meeting. Many students have got back in Foundation paper. More efforts should be made to reduce back in foundation paper. Students have been made aware that in case if their attendance is less than 75% they will not get scholarship and actual attendance is being sent every month. Planning was presented in the meeting. Academic session will continue as per the academic calendar. 	<p>Principal Mam</p> <p>Dr. Venu Vanita</p> <p>Office staff and all HODs</p> <p>Respective HODs</p>	<p>--</p> <ul style="list-style-type: none"> Regular classes are being conducted for foundation paper. Students are being given MCQs to learn. Actual attendance of students is being sent every month. Academic session is being conducted as per the academic calendar.

Induction of students for session 2018-19	<ul style="list-style-type: none"> • Induction was done by every department in the beginning of the session. 	---	---
Time Table of session 2018-19	<ul style="list-style-type: none"> • Time table was made and distributed on time to the students. Due to unforeseen circumstances there were anomalies in the time table which will be taken care of in the next session. 	Dr. Vinita Gupta	<ul style="list-style-type: none"> • More care will be taken in making the time table in the next session.
Saarthak 2018	<ul style="list-style-type: none"> • Saarthak 2018 will be held on 1st and 2nd December 2018. 	---	<ul style="list-style-type: none"> • Saarthak 2018 was held on 1st and 2nd December 2018.
Mentor classes of B.A, M.A	<ul style="list-style-type: none"> • Mentor classes will be held in the current session. 	Respective Departments	<ul style="list-style-type: none"> • Mentor classes are being held by some departments.
Remedial classes of Hindi spellings	<ul style="list-style-type: none"> • Sir will meet with students of Hindi department. 	---	<ul style="list-style-type: none"> • Sir met with the students of Hindi and English Department.
Digital committee	<ul style="list-style-type: none"> • 9 students are coming from different department to learn computer. 	Dr. Neha Sharma & Ms. Monika Gupta	<ul style="list-style-type: none"> • Three students of Commerce Department have been regular and have cleared the test . They have been made the teacher

<p>Green Cell</p>	<ul style="list-style-type: none"> • Syllabus of Digital committee should be divided in two sections namely Utility and Entertainment. • Students should be made aware to resist the lure of earning money through apps. • Students should be made aware about: <ul style="list-style-type: none"> ▪ Their role in home and society to reduce waste and help in clean and green India. ▪ How to reduce waste? ▪ How to dispose different kind of waste? ▪ Government policies regarding waste. • Create awareness in students through posters, videos and activities. 	<p>Dr. Neha Sharma & Ms. Prerana</p>	<p>students to teach computer to other students.</p> <ul style="list-style-type: none"> • Syllabus will be modified soon. • Students will be made aware. • Awareness was done in Saarthak.
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<p>Agenda Point 04: Discussion on the letters received from the university/Government</p>	<ul style="list-style-type: none"> • Letters were reviewed in the meeting. 	<p>----</p>	<p>----</p>
<p>Agenda Point 05: Any other issue with permission of the chair</p>	<ul style="list-style-type: none"> • Students of B.Ed can take English speaking classes with English department students. • English department students should motivate other students to take classes. • Students should of Political Science department should read UP Municipal Bare Act. • Students of Drawing and Painting Department should be made aware about different professions available to them. • Mention objectives of activities of community work (B.Ed) in the file. • Objectives of the subject should be mentioned in Hindi in subject file. 	<p>Dr. Meenu Sharma</p> <p>Ms. Garima</p> <p>Dr. Vinita Gupta</p> <p>Dr. Jyotsna</p> <p>Dr. Meenu Sharma</p>	<ul style="list-style-type: none"> • In this session classes were not arranged, efforts will be made to collaborate the classes in the next session. • Students have been asked to motivate other students. • Mam will show the Act in the coming month. • List was being made by mam. • Objectives have been mentioned in the file. • Objectives have been mentioned in Hindi.

	<ul style="list-style-type: none"> Meeting ended with thanks to the chair. 		
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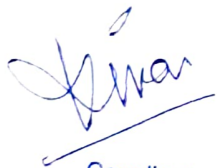
Minutes of XXVI IQAC (Commerce)

Held on 30/08/2018

Agenda	Discussion and Decision taken	Person Responsible	Compliance
Agenda No. 1: Review of the Minutes of last IQAC Meeting	<ul style="list-style-type: none"> Faculties should make summary(Why?) of their respective subjects and should include in their subject induction. Students should be made aware about various insurance schemes provided by the government. Students should be made aware about various job websites like monster.com, naukari .com etc. 		<ul style="list-style-type: none"> Summary of subjects of B.Com Ist year has been made. Students have been made aware about insurance schemes. Students of Digital Committee were made aware and remaining students will be made aware in Feburary.
Agenda Point 02: Reports of activities and initiatives since last IQAC Meeting	<ul style="list-style-type: none"> Report was presented in the meeting. 	Ms. Monika Gupta	---

<p>Agenda Point 03: Discussion on : Admission of session 2018-19</p> <p>Result of session 2017-18</p> <p>Academic planning of session 2018-19</p> <p>Saarthak 2018</p> <p>Bio-metric system</p> <p>Commerce Lab</p> <p>Digital Committee</p>	<ul style="list-style-type: none"> • Admission status of B.Com and M.Com was presented in the meeting. • Result of session 2017-18 was presented in the meeting. • Academic planning of session 2018-19 was presented in the meeting. • Saarthak 2018 will be held on 1st and 2nd December 2018. • A person will come from factory to repair the system. • Period has been incorporated in the time table for commerce lab visit/activity. • Different forms like KYC, Aadhar card form, Bank account opening form etc should be kept in the commerce lab. • Students should be taught through case studies like Consumer protection Act. 		<p>---</p> <p>---</p> <p>---</p> <ul style="list-style-type: none"> • Saarthak was held on 1st and 2nd December 2018. • Bio-metric system will be repaired soon. • Students are visiting the lab and are working on new project for commerce lab. • Forms have been kept in the lab. • Efforts are being made to find case studies. • Four students (2 from Psychology
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	<ul style="list-style-type: none"> 9 students are coming from Home Science, Psychology and Commerce department to learn computer. 		<p>and 2 from Commerce) have completed the training and they have been issued the card.</p> <ul style="list-style-type: none"> Other students have enrolled under then to learn the computer.
<p>Agenda Point 04: Any other issue with permission of the chair</p>	<ul style="list-style-type: none"> Meeting ended with thanks to the chair. 	--	--



Coordinator
IQAC

Kanoh: Spatakottar Mahila
Meerut
Signature
(Coordinator, IQAC)



(Principal)
Principal

Kanoh Lal Postgraduate Girls College
Meerut

Minutes of XXVIIth IQAC of Kanohar Lal Girls PG College, Meerut (Aided & B.Ed)

Held on 09th January 2019 at 11:30 A.M

Members

1. Er. Dinesh Singhal (President)
2. Er. Rakesh Kumar Gupta
3. Dr. Kiran Pradeep. (IQAC-Coordinator & Principal)
4. Dr. Neha Sharma
5. Dr. Vinita Gupta
6. Dr. Venu Vanita
7. Ms. Arpita Mittal
8. Ms. Garima
9. Ms. Monika gupta
10. Ms. Deepa Jain
11. Ms. Roopa Chauhan
12. Ms. Deepti Jaiswal
13. Ms. Aanchal Gupta
14. Ms. Garima Kaushik
15. Ms. Smriti Yadav
16. Dr. Meenu Sharma
17. Mr. Rajendra Kumar Sharma
18. Mr. Mayank Vats

Special Invitee:

19. Mr. Pradeep Singhal
20. Dr. Ragini Pratap
21. Ms. Veena Prakash

Agenda	Discussion and decision taken	Person Responsible	Compliance
<p>Agenda Point 01: Review of the Minutes of last IQAC Meeting</p>	<ul style="list-style-type: none"> • Videos related to foundation paper were shown to students. • Very less number of students attends the class. Out of 404 only 75 students gave the test. • MCQ of B.A 1st year sports syllabus related to Home Science and Psychology should be made by the respective departments. • PPT of whole sports syllabus should be made by the end of the session. • Objective of students welfare association can be achieved by taking following steps: <ul style="list-style-type: none"> ✚ Awareness can be created among students through discussions. 	<p>Dr Venu Vanita</p> <p>Ms. Veena Prakash & Ms. Smriti Yadav</p> <p>Dr. Rakhi Tyagi</p> <p>Dr. Venu Vanita</p>	<p>---</p> <ul style="list-style-type: none"> • MCQ has been made by the Psychology department. Efforts will be made by the Home Science to make MCQs in the next session. • PPT will be completed in the next session. • Efforts will be done to implement these steps in the coming session 2019-20.

	<ul style="list-style-type: none"> ✦ Students can share the problems they face and they can also be motivated to find solutions. ✦ Committee of 10-15 students can be made who can motivate other students to come forward with their problems. • Home Science students can do practical of creating manure by green waste. • Induction of Hindi Department is being reanalyzed and will be presented soon. • Students should of Political Science department should read UP Municipal Bare Act. • Students of Drawing and Painting Department should be made aware about different professions available to them 	<p>Ms. Veena Prakash</p> <p>Dr. Poonam Singh</p> <p>Dr. Vinita Gupta</p> <p>Dr. Jyotsna</p>	<ul style="list-style-type: none"> • Efforts will be done to do it in the next session. • Induction has been re-analyzed. • Students have been made aware about UP Municipal Bare Act. • Students will be made aware in the coming month.
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<p>Mentor classes of B.A and M.A</p> <p>Remedial classes of Hindi spellings</p>	<p>participate in Saarthak 2019.</p> <ul style="list-style-type: none"> • In Saarthak 2019 whole syllabus of foundation paper should be displayed. • At one time too many students should not stand in the stall as matter displayed is not visible to the visitors. • On 2nd day of Saarthak i.e Sunday, casual can be allowed. Only I-card and jacket should be compulsory for the entry. • Sitting arrangements for parents should be made in Saarthak. • Before Saarthak 2019 objective and format of conducting Saarthak should be reanalyzed. • Mentor classes are being taken in English, Economics and Political Science department. 	<p>Stall Incharge</p> <p>Saarthak discipline incharge</p> <p>Dr. Neha Sharma</p> <p>Principal mam, Dr. Neha Sharma and Saarthak advisory committee</p> <p>Ms. Garima and Ms. Arpita</p> <p>Dr. Poonam Singh</p>	<p>---</p>
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<p>Digital Committee</p> <p>Class test of B.A</p>	<ul style="list-style-type: none"> Remedial classes are being taken by the Hindi department but participation of students is low and only Hindi department students attend remedial classes. Four students have passed the test and they have enrolled new students. Class test were conducted in every subject in B.A. Question paper and result was presented in the meeting. 	<p>Ms. Monika Gupta</p> <p>Respective HODs</p>	<p>---</p> <p>---</p> <p>---</p>
<p>Agenda Point 04: Discussion on the letters received from the university/Government</p>	<ul style="list-style-type: none"> Letters were reviewed in the meeting. Students complained about the cleanliness and arrangements of books in the library. Students were asked to buy flag before issuing the book from the library. 	<p>----</p> <p>Dr. Rakhi Tyagi</p>	<p>----</p> <ul style="list-style-type: none"> Improvements will be done in library management and more attention will be payed in the future.

	<ul style="list-style-type: none"> • Students should be made aware the suggestion box during their induction. • They should be told that if they want to state their grievance they can do so by writing a letter and they are not required to disclose their name. 	All HODs	<ul style="list-style-type: none"> • Students will be made aware in the induction of session 2019-20.
<p>Agenda Point 05: Any other issue with permission of the chair</p>	<ul style="list-style-type: none"> • Police should be informed about the disturbance done by the music which is played during the college hours by the nearby shops. • Subjects file should be updated before the end of the session. • Meeting ended with thanks to the chair. 	<p>Principal Mam</p> <p>All HODs</p>	<ul style="list-style-type: none"> • Necessary steps have been taken. • Subjects file will be updated before the end of the session.

Minutes of XXVII IQAC (Commerce)


Held on 09/01/2019 at 1:30 P.M

Agenda	Discussion and Decision taken	Person Responsible	Compliance
Agenda No. 1: Review of the Minutes of last IQAC Meeting	<ul style="list-style-type: none">• Faculties should make objectives of the subject from the syllabus and books of the subject.		<ul style="list-style-type: none">• Objectives are being made.
Agenda Point 02: Reports of activities and initiatives since last IQAC Meeting	<ul style="list-style-type: none">• Report was presented in the meeting.	Ms. Deepa Sharma	---
Agenda Point 03: Discussion on : Academic planning of the remaining session 2018-19 Saarthak 2018 Bio-metric system	<ul style="list-style-type: none">• Academic planning of remaining session 2018-19 was presented in the meeting.• Participation of students should be increased in Saarthak.• Non-participating students should also be made aware about the topics displayed by their respective departments in Saarthak.• Non-participating students can be given quiz, viva or test on their departments Saarthak topic.	Dr. Neha Sharma Dr. Neha Sharma Ms. Monika Gupta	--- <ul style="list-style-type: none">• Suggested changes will be implemented in Saarthk 2019.

<p>Commerce Lab</p>	<ul style="list-style-type: none"> • Bi- metric system is not working properly. • Visit of bank should be organized for the students. • Students should be made aware about bare acts and various forms like pay slip, deposit slip and account opening form etc. 	<p>Dr. Neha Sharma</p> <p>Ms. Monika Gupta</p>	<ul style="list-style-type: none"> • Bio-metric system will be repaired soon. • Visit will be organized in the next session. • Students have been made aware about various forms.
<p>Reasoning and Accounts (I) Olympiad</p>	<ul style="list-style-type: none"> • Olympiad of Maths and Accounts level II will be conducted in the month of February. 	<p>Ms. Monika Gupta</p>	<ul style="list-style-type: none"> • Due to half yearly exams and early start of final exams Olympiad was not conducted. It will be conducted in the next session.
<p>Trip for students</p>	<ul style="list-style-type: none"> • Students will be taken for recreational trip. 	<p>Ms. Monika Gupta</p>	<ul style="list-style-type: none"> • Due to shortage of time students were not able to go on trip.
<p>Digital Committee</p>	<ul style="list-style-type: none"> • Four students have passed the test and they have enrolled new students. Membership cards have been allotted to four students. 	<p>Ms. Monika Gupta</p> <p>Ms. Deepti</p>	<p>---</p>
<p>EDP Program</p>			

Activity of M.Com	<ul style="list-style-type: none"> All students should be informed and motivated to attend Entrepreneur Development Program (EDP). Activity like Saarthak can be conducted on small level in M.com. 		<ul style="list-style-type: none"> Students did not take interest in EDP Program. Efforts will be made to conduct the activity in the next session.
Agenda Point 04: Any other issue with permission of the chair	<ul style="list-style-type: none"> 'Learn Management from Your Wives' book should be discussed with 1st year students. Meeting ended with thanks to the chair. 	Ms. Monika Gupta	<ul style="list-style-type: none"> Book will be discussed with M.Com students in next week and with B.Com students in the next session.


Coordinator
IQAC
Kancher Lal Snatakottar Mahila
Malaviyaaya, Meerut
Signature
(Coordinator, IQAC)


Signature
(Principal)
Principal
Kancher Lal Postgraduate Girls College
Meerut

Minutes of XXVIIIth IQAC of Kanohar Lal Girls PG College, Meerut (Aided)

Held on 06th March 2019 at 11:00 A.M

Members

1. Er. Dinesh Singhal (President)
2. Mr. Rakesh Kumar Gupta
3. Dr. Kiran Pradeep. (IQAC-Coordinator & Principal)
4. Dr. Neha Sharma
5. Dr. Vinita Gupta
6. Dr. Venu Vanita
7. Ms. Smriti Yadav
8. Ms. Arpita Mittal
9. Ms. Garima
10. Ms. Monika Gupta
11. Ms. Deepa Jain
12. Ms. Roopa Chauhan
13. Ms. Aanchal Gupta
14. Ms. Dipti Jaiswal
15. Ms. Garima Kaushik
16. Dr. Meenu Sharma(B.Ed)
17. Mr. Rajendra Prashad Sharma
18. Mr. Mayank Vats

Special Invitee:

19. Mr. Pradeep Singhal
20. Dr. Ragini Pratap
21. Ms. Veena Prakash

	<ul style="list-style-type: none"> • MCQs of units of sports syllabus concerning to Psychology should be made by the Psychology department. • Objectives of all the committees should be made in Hindi. • Students should be made aware about various committees and their purpose during their induction of 1 year. • Students should be invited to join various committees through notices. • Notices can communicate the purpose of their committee, how it is going to be beneficial to student if she joins it, past achievements /activities can be mentioned and senior students experiences can also be shared. • In induction file of Hindi department various period poets of syllabus like 	<p>Committee Coordinators</p> <p>All HODs</p> <p>Committee Coordinators</p> <p>Dr. Poonam Singh</p>	<ul style="list-style-type: none"> • Students will be made aware in coming session i.e 2019-20 induction. • It will be implemented in the next session. • Induction file has been updated.
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	<p>Madhyakal, should be defined in five lines.</p> <ul style="list-style-type: none"> • Home science department can conduct their Nutrition week activity during the foundation paper period. • As informed by the library department books some times books are mishandled and destroyed by the students. Suggestions are invited by the same to handle this issue. • Process of Saarthak can be reanalyzed and efforts should be made to motivate students to participate and visit in Saarthak. 	<p>Ms. Veena Prakash</p> <p>Dr. Rakhi Tyagi</p> <p>Saarthak team</p>	<ul style="list-style-type: none"> • Efforts will be done to implement it in the next session. • Suggestions are given by the library department. • Efforts will be made to reanalyze and motivate students in Saarthak 2019.
<p>Agenda Point 02: Reports of activities and initiatives since last IQAC Meeting</p>	<ul style="list-style-type: none"> • Report was presented in the meeting. 	---	--
<p>Agenda Point 03: Planning of remaining session of M.A</p>	<ul style="list-style-type: none"> • Planning of remaining session was presented in the 	Principal mam	---

Mentor classes for M.A	<p>meeting. Academic session will continue as per the academic calendar.</p> <ul style="list-style-type: none"> Mentor classes are being taken in English and Economics department. 	Ms. Arpita Mittal & Ms. Garima	---
Remedial classes for hindi spellings	<ul style="list-style-type: none"> Time table of English department can be followed to motivate students to attend Hindi spelling classes. 	Dr. Poonam Singh	<ul style="list-style-type: none"> Suggestions have been taken from the English department time table.
Digital Committee	<ul style="list-style-type: none"> Few U.G students learned computer now efforts are being made to teach PG students. 	Ms. Monika Gupta	<ul style="list-style-type: none"> Due to lack of time PG students did put the required effort.
Foundation course	<ul style="list-style-type: none"> Planning should be done and steps should be taken to increase the strength of students in the foundation paper class. 	Dr. Venu Vanita	<ul style="list-style-type: none"> Steps will be taken to increase strength of students in the next session.
Class test of B.A	<ul style="list-style-type: none"> II class test was conducted in January. 	Principal mam	
Agenda Point 04:	<ul style="list-style-type: none"> Letters were reviewed and discussed in the meeting. 	---	---

Discussion on the letters received from the university/Government			
Agenda Point 05: Any other issue with permission of the chair	<ul style="list-style-type: none"> Subjects file should be updated before the end of the session. Meeting ended with thanks to the chair. 	All HODs.	<ul style="list-style-type: none"> Subject files have been updated.

Minutes of XXVIII IQAC

Commerce Department

Held on 06/03/2019 at 1:00 P.M

Agenda	Discussion and Decision taken	Person Responsible	Compliance
Agenda No. 1: Review of the Minutes of last IQAC Meeting	<ul style="list-style-type: none"> Objectives of the subject should involve all the units from the syllabus of the subject. Help of Mr. Kamboj can be taken to make objectives of the subject. Efforts should be made to engage non-participating students in Saarthak. 		<ul style="list-style-type: none"> Objectives are being made and help is being taken from Mr. Kamboj. Efforts will be made in saarthak 2019.
Agenda Point 02: Reports of activities and initiatives since last IQAC Meeting	<ul style="list-style-type: none"> Report was presented in the meeting. 	Ms. Monika Gupta	---

<p>Agenda Point 03: Discussion on : Academic planning of the remaining session 2018-19</p> <p>Bio-metric system</p> <p>Commerce Lab</p> <p>Career Lecture</p> <p>Reasoning and Accounts (I) Olympiad</p> <p>Digital Committee</p>	<ul style="list-style-type: none"> • Academic planning of remaining session 2018-19 was presented in the meeting. • Visit has been made the person from the factory to repair Bio-metric system and it will be repaired soon. • Episodes of play "How to make a firm?" are being made and periods for commerce lab are incorporated in the time table. • Lecture on career options will be made to aware students about different career options. • Olympiad of Maths will be done in the next session and Olympiad of reasoning and account (I) has been conduted.and Accounts level II will be conducted in the month of February. 	<p>Ms. Monika Gupta</p> <p>Dr. Neha Sharma</p> <p>Ms. Anchal Gupta</p> <p>Ms. Roopa Chauhan</p> <p>Ms. Monika Gupta</p> <p>Ms. Monika Gupta</p>	<ul style="list-style-type: none"> • Bio-metric system will be repaired soon. • Due to half yearly exams and early start of final exams Olympiad was not conducted. It will be conducted in the next session.
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	<ul style="list-style-type: none"> Few U.G students learned computer now efforts are being made to teach PG students. 		
Agenda Point 04: Any other issue with permission of the chair	<ul style="list-style-type: none"> Meeting ended with thanks to the chair. 		

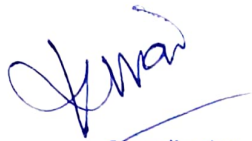
Minutes of XXVIII B.Ed IQAC

Held on 11/03/2019 at 2:15 P.M

Agenda	Discussion and Decision taken	Person Responsible	Compliance
Agenda No. 1: Review of the Minutes of last IQAC Meeting	<ul style="list-style-type: none"> Medha classes have proved helpful for the students. 	Dr. Neha Sharma	--
Agenda Point 02: Reports of activities and initiatives since last IQAC Meeting	<ul style="list-style-type: none"> Report was presented in the meeting. 	Dr. Meenu Sharma	--
Agenda Point 03: Discussion on :	<ul style="list-style-type: none"> Planning of remaining session was presented in the meeting. 		<ul style="list-style-type: none"> • • --

<p>Academic planning of the remaining session 2018-19</p> <p>Time Table</p> <p>II year students internship</p> <p>Internal exam of I and II year.</p>	<p>Academic session will continue as per the academic calendar.</p> <ul style="list-style-type: none"> • Time table for the remaining session was presented in the meeting. • All the students have gone for the 16 week internship. Permission letters from the concerned schools have been given by the students. • Format of internship data should be edited. • Internal exam of I and II year will be conducted in the month of April. 	<p>Dr. Neha Sharma & Dr. Meenu Sharma</p> <p>Dr. Meenu Sharma</p>	<ul style="list-style-type: none"> • Data has been edited. • Internal exams have been conducted.
<p>Agenda Point 04: Any other issue with permission of the chair</p>	<ul style="list-style-type: none"> • Syllabus should be downloaded from CCS University website and print out should be updated in the concerned subjects files. • Group discussion can be done on : 	<p>Concerned subject teachers</p>	<ul style="list-style-type: none"> • Syllabus have been downloaded and updated in the subject files.

	<ul style="list-style-type: none"> ○ Why education is necessary? ○ Can it be imparted effectively only through mortar educational institutes? • Meeting ended with thanks to the chair. 	<p>Dr. Meenu Sharma & Dr. Swati</p>	<ul style="list-style-type: none"> • Group discussion has been done.
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Coordinator
IQAC

Signature
Kancher Lal Snatakottar Mahila
Mahavidyalaya, Meerut
(Coordinator, IQAC)



Signature

(Principal)
Principal
Kancher Lal Postgraduate Girls College
Meerut

Minutes of XXIX IQAC of Kanohar Lal Girls PG College, Meerut (Aided)

Held on 9th May 2019 at 11:00 A.M

Members

1. Er. Dinesh Singhal (President)
2. Mr. Rakesh Gupta (Secretary)
3. Dr. Kiran Pradeep (IQAC-Coordinator & Principal)
4. Dr. Neha Sharma (IQAC Co-coordinator)s
5. Dr. Vinita Gupta
6. Dr. Venu Vanita
7. Ms. Smriti Yadav
8. Ms. Arpita Mittal
9. Ms. Garima
10. Dr. Meenu Sharma (B.Ed)
11. Ms. Monika Gupta (Commerce)
12. Ms. Deepa Jain
13. Ms. Rupa Chauhan
14. Ms. Anchal Gupta
15. Mr. Rajendra Sharma
16. Mr. Mayank Vats

Special Invitee:

17. Mr. Pradeep Singhal
18. Ms. Ragini Pratap
19. Ms. Veena Prakash

Agenda	Discussion and decision taken	Person Responsible	Compliance
Agenda Point 01:	<ul style="list-style-type: none">• Syllabus of foundation paper can be divided in	Dr. Venu Vanita	<ul style="list-style-type: none">• Syllabus will be divided in two parts.

Review of the Minutes of last IQAC Meeting	two parts and videos and MCQs can be made accordingly.		<ul style="list-style-type: none"> Videos and MCQs will be completed in the current session.
	<ul style="list-style-type: none"> Efforts should be done to make MCQs of the foundation paper before the starting of the new session. 	Dr. Venu Vanita	<ul style="list-style-type: none"> MCQs are being made.
	<ul style="list-style-type: none"> Information which is useful for students like government policies, welfare schemes, scholarships etc can be communicated to students through student welfare association. 	Dr. Venu Vanita	<ul style="list-style-type: none"> Efforts will be done to communicate the schemes in the current session.
	<ul style="list-style-type: none"> Tentative academic calendar should be made of the activities of student's welfare association. 	Dr. Venu Vanita	<ul style="list-style-type: none"> Tentative academic calendar has been made.
	<ul style="list-style-type: none"> Students welfare incharge can make account on Twitter and can get aware about latest policies and changes. 	Dr. Venu Vanita	<ul style="list-style-type: none"> Account on twitter has not been made.
	<ul style="list-style-type: none"> Student welfare association should aware students about importance of IT and Digital Committee. 	Dr. Venu Vanita	<ul style="list-style-type: none"> Will aware the students in the current session.
	<ul style="list-style-type: none"> Students should be made aware about various committees and 	All HODs	<ul style="list-style-type: none"> Students have been made aware in the induction.

	their purpose during their induction of 1 year.		
	<ul style="list-style-type: none"> Students should be invited to join various committees through notices. 	All committee coordinators	<ul style="list-style-type: none"> Students have been invited to join committees through posters.
	<ul style="list-style-type: none"> Home science department can conduct their Nutrition week activity during the foundation paper period. 	Ms. Veena Prakash	<ul style="list-style-type: none"> Home science department will do efforts to conduct the activities in the foundation paper period.
	<ul style="list-style-type: none"> Ms. Smriti has taken an initiative to teach some portion of sports syllabus which is related to Psychology. 	Ms. Smriti Yadav	<ul style="list-style-type: none"> Ms. Smriti will teach in the current session.
	<ul style="list-style-type: none"> Medical Committee should create awareness among students about health problems regarding their age. 	Dr. Poonam Singh	<ul style="list-style-type: none"> Tentative calendar has been made. Awareness will be created during the session.
	<ul style="list-style-type: none"> Visit of Dr. Sushma should be increased. 	Dr. Poonam Singh	<ul style="list-style-type: none"> Dr. Sushma will soon for the visit.
	<ul style="list-style-type: none"> Student welfare committee and medical committee can jointly organize a medical camp in the college. 	Dr. Poonam Singh and Dr. Venu Vanita	<ul style="list-style-type: none"> Camp will be organized in the month of January.

	<ul style="list-style-type: none"> Different activities can be performed by medical committee like Nukar Natak, Talk, Q/A session etc. 	Dr. Poonam Singh	<ul style="list-style-type: none"> Will be done in the current session.
	<ul style="list-style-type: none"> A register can be made and problems asked by students can be noted down. 	Dr. Poonam Singh	<ul style="list-style-type: none"> Format of recording problems has been made.
	<ul style="list-style-type: none"> Period of Hindi spellings class should be incorporated in M.A time table. 	Dr. Poonam Singh	<ul style="list-style-type: none"> Period has been incorporated in the time table.
	<ul style="list-style-type: none"> In induction file of Hindi Department objectives of the subjects should be remade and information regarding syllabus should be corrected. Help can be taken from the Drawing Department. 	Dr. Poonam Singh	<ul style="list-style-type: none"> Objectives have been remade and information has been corrected.
	<ul style="list-style-type: none"> Cameras should be installed in the library. 	Principal Mam	<ul style="list-style-type: none"> Cameras have been installed in the library.
	<ul style="list-style-type: none"> Depositary should be made in the library. 	Principal Mam	<ul style="list-style-type: none"> Depositary has been made in the library.
Agenda Point 02: Reports of activities and initiatives since last IQAC Meeting	<ul style="list-style-type: none"> Report was presented in the meeting. 	---	--

Agenda Point 03: Planning of the next session 2019-20	<ul style="list-style-type: none"> • Planning was presented in the meeting with the academic calendar of the next session. 	Dr. Neha Sharma	
Prospectus for session 2019-20	<ul style="list-style-type: none"> • Prospectus for session 2019-20 has been given for printing. 	Principal mam & Dr. Neha Sharma	<ul style="list-style-type: none"> • Prospectus was printed on time.
Academic Calendar for session 2019-20	<ul style="list-style-type: none"> • Academic calendar was presented in the meeting. 	Dr. Neha Sharma	--
Time Table of B.A for session 2019-20	<ul style="list-style-type: none"> • Problems encountered in making the time table during the last sessions and in current session should be noted in the time table file. How those problems were resolved should also be noted. Concerned faculties should sign it. 	Ms. Fatima Hasan & Ms. Siddhi Gupta	<ul style="list-style-type: none"> • Problems will be noted and presented in the next IQAC meeting.
	<ul style="list-style-type: none"> • Common problems encountered in every session should also be noted in the time table file. 	Ms. Fatima Hasan & Ms. Siddhi Gupta	
Foundation course	<ul style="list-style-type: none"> • Book on solid waste management should be given to Dr. Venu Vanita . 	Dr. Neha Sharma	<ul style="list-style-type: none"> • Book has been given to Dr. Venu vanita.
Agenda Point 4:	<ul style="list-style-type: none"> • Letters were reviewed and discussed in the meeting. 	--	--

Discussion on the grievance/suggestion letters given by the students			
Agenda Point 05: Discussion on the letters received from the university/Government	<ul style="list-style-type: none"> Letters were reviewed and discussed in the meeting. 	--	--
Agenda Point 06: Any other issue with permission of the chair	<ul style="list-style-type: none"> Meeting ended with thanks to the chair. 	--	--

Minutes of XXIX IQAC

Commerce Department

Held on 09/05/2019 at 1:00 P.M

Agenda	Discussion and Decision taken	Person Responsible	Compliance
Agenda No. 1: Review of the Minutes of last IQAC Meeting	<ul style="list-style-type: none"> Objectives of the subject to be communicated in induction should include all the units of the syllabus of the subject. 	Ms. Monika Gupta	<ul style="list-style-type: none"> Objectives have been made and help of Mr. Kamboj was taken.
	<ul style="list-style-type: none"> Bio-metric system will be repaired soon. 		<ul style="list-style-type: none"> Bio metric system is being repaired.

	<ul style="list-style-type: none"> Lecture on career options will be made to aware students about different career options. 		<ul style="list-style-type: none"> Lecture will be delivered in the month of September.
Agenda Point 02: Reports of activities and initiatives since last IQAC Meeting	<ul style="list-style-type: none"> No activities were conducted since last IQAC meeting. 	Ms. Monika Gupta	--
Agenda Point 03: Discussion on : Academic planning of the new academic session 2019-20	<ul style="list-style-type: none"> Planning of the new academic session was presented in the meeting. 	Ms. Monika Gupta	--
Mentor Class	<ul style="list-style-type: none"> Mentor classes will continue in the next session. 	Ms. Monika Gupta	--
Commerce Play	<ul style="list-style-type: none"> Play will be conducted in the next session. 	Ms. Aanchal Gupta	<ul style="list-style-type: none"> Play was conducted and will be continued in the session.
	<ul style="list-style-type: none"> Different charts can be displayed during the play. 		
Digital Committee	<ul style="list-style-type: none"> Working of digital committee will be reanalyzed and if required changes will be made. 	Dr. Neha Sharma	<ul style="list-style-type: none"> Working has been reanalyzed and required changes have been made.
Olympiads in different subjects	<ul style="list-style-type: none"> Olympiads will be conducted in the next session. 	Ms. Monika Gupta	<ul style="list-style-type: none"> Olympiads will be conducted in the month of September and October.
Lecture on various government competitions	<ul style="list-style-type: none"> Lecture will be conducted in the next session. 	Ms. Roopa Chauhan	<ul style="list-style-type: none"> Lecture will be conducted in the month of December.

Agenda Point 04: Any other issue with permission of the chair	<ul style="list-style-type: none"> New approach should be made to increase the participation of students in Saarthak. 	Dr. Neha Sharma	<ul style="list-style-type: none"> PPT has been made and students are being motivated to participate in Saarthak
	<ul style="list-style-type: none"> Different types of students should be motivated differently to participate in Saarthak. 		
	<ul style="list-style-type: none"> Meeting ended with thanks to the chair. 		

Minutes of XXIX B.Ed IQAC

Held on 14/05/2019 at 11:30 A.M

Agenda	Discussion and Decision taken	Person Responsible	Compliance
Agenda No. 1: Review of the Minutes of last IQAC Meeting	<ul style="list-style-type: none"> Format of students internship data should be updated. 	Dr. Meenu Sharma	<ul style="list-style-type: none"> Format has been updated.
	<ul style="list-style-type: none"> Group discussion on Education Policy should be done among the students. 		<ul style="list-style-type: none"> Group discussion has been done.
Agenda No. 2 Report of activities and initiatives since last IQAC meeting	<ul style="list-style-type: none"> Report was presented in the meeting. 	Dr. Meenu Sharma	---
Agenda No. 3 Planning of the coming session 2019-20	<ul style="list-style-type: none"> Planning was presented in the meeting. 	Dr. Meenu Sharma	---

Time Table for session 2019-20	<ul style="list-style-type: none"> Time table was presented in the meeting. 	Dr. Meenu Sharma	---
Teaching Practice of students in JHS	<ul style="list-style-type: none"> There were mistakes in teaching of the students. Teaching material used by students should be first checked by the concerned teacher. 	All concerned faculties	<ul style="list-style-type: none"> Teaching material will be checked from the current session.
Induction of the students in the new session	<ul style="list-style-type: none"> Induction papers and PPT should be made in Hindi. 	Dr. Meenu Sharma	<ul style="list-style-type: none"> Induction papers and PPT has been made in Hindi.
B.Ed II year Internship	<ul style="list-style-type: none"> Report on internship was presented in the meeting. All the students had completed the internship. 	Dr. Meenu Sharma	---
Internal exam of I and II year	<ul style="list-style-type: none"> Mistakes done by the students in the exam should be discussed with them in the class. 	All concerned faculties	<ul style="list-style-type: none"> It is being done in the remedial classes.4
Agenda No:4 Any other issue with permission of the chair	<ul style="list-style-type: none"> A flex can be made of comparison between the different educationists. 	Dr. Meenu Sharma	<ul style="list-style-type: none"> Efforts will be done to do it in the current session. This topic can also be taken in Saarthak.
	<ul style="list-style-type: none"> Students should be taught 1000 words of English of daily use. 	Ms. Monika	<ul style="list-style-type: none"> Students will be taught in the current session.
	<ul style="list-style-type: none"> List of vocabulary used in TDLK JHS can be 		<ul style="list-style-type: none"> List was shared with the B.Ed department.

	shared with the B.Ed Department.	Dr. Neha Sharma	
	<ul style="list-style-type: none"> Child Development and Pedagogy topic of TET can be taught by Ms. Maya Gahlot. 		<ul style="list-style-type: none"> Ms. Maya Ghalot have been contacted for the lecture.



Coordinator

Signature

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