

**2022-23**

**Action Plan of IQAC for 2022-23**

The Chairperson IQAC, Principal Mr. Arun Joshi called a meeting of the committee on 2.7.2022 to lay out the goals to be achieved by the college during the session 2022-23. The major aims were as follow:

- 1. Adherence to Academic Calendar as provided by KUK**
- 2. All the departmental heads to prepare the calendar for co-curricular activities for their respective departments**
- 3. Annual Committees of the staff to be constituted for performing different college works.**
- 4. Submission of AQAR for the current year**
- 5. Preparation for the NAAC Peer team Visit**
- 6. Teaching staff members to prepare the Lesson Plan for their respective classes before the commencement of both the semesters.**
- 7. Introduction of New Courses in different departments**
- 8. Obtaining Feedback from the students, teachers and alumni of the institution.**
- 9. Constitution of Mentor Groups for better understanding of abilities and problems of the students.**
- 10. Disability free Environment**
- 11. Introduction of Green Campus Concept**
- 12. Organizing Workshops and Seminars online/offline for the faculty and the students**
- 13. Setting up of New Commerce Lab**
- 14. Request to DGHE or VC KUK for utilization of Development Fund of approximate 34 lakhs for the development of College**
- 15. Enhancing E-Learning through use of modern techniques like You tube Videos etc.**
- 16. Renovation and upgradation of College Library**
- 17. Organize inter college competitions or events online/offline by the departments and cells**
- 18. Students and Teachers to be encouraged for participating in the events at District and State Level.**

19. NSS Unit of the college to organize activities for the welfare of society so as to enable students to learn how to fulfill social responsibility
20. Conducting Programs for overall well-being of Students
21. Promotion of teachers by verification of their API scores as per the UGC and State Government Guidelines.
22. Sensitizing Students for Constitutional Obligations
23. Organizing of Alumni Meet and registration of Alumni
24. Institution celebrates / organizes national and international commemorative days, events and festivals
25. Best Practices to be Undertaken by Teachers and Students
26. Any activity required for the purpose of NAAC accreditation will also be performed.

The meeting concluded on a positive note and the Chairperson thanked everyone and asked the committee to submit the Action Plan Report in writing within a week.

Chairperson: **Principal Dr. Arun Joshi**

Members:

1. Sh. Ajay Chauhan (Coordinator)
2. Dr. Anju Jagpal
3. Sh. Gurvinder Singh
4. Dr. Shagun Ahuja
5. Sh. Parmil
6. Dr. Baljinder Kaur
7. Sh. Manoj Walia
8. Ms. Poonam Rajora
9. Ms. Arzoo
10. Amar Saini (Student)
11. Mohan Clerk
12. Kavita Clerk
13. SANJEEV Kumar (Student's)

## IQAC MEETING DATED 05.7.2022

A meeting of IQAC under the chairmanship of Principal Mr. Arun Joshi was held on 05.7.2022  
The following points were discussed:

1. Chair conveyed to the IQAC members to plan for the various required activities for the visit of NAAC Peer Team
2. IQAC convenor demanded suggestions from IQAC members for the improvement and development of college canteen.
3. It was also suggested to speed up the process of registration of alumni association.

Committee

1. Sh. Ajay Chauhan (Coordinator)
2. Dr. Anju Jagpal
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4. Dr. Shagun Ahuja
5. Sh. Parmil
6. Dr. Baljinder Kaur
7. Sh. Manoj Walia
8. Ms. Poonam Rajora
9. Ms. Arzoo

Chairperson

## IQAC MEETING DATED 08.7.2022

A meeting of IQAC under the chairmanship of Principal Mr. Arun Joshi was held on 08.7.2022.










The following points were discussed:

1. Chair demanded suggestions from the IQAC members for the improvement in infrastructure of the college.
2. Suggestions were made by the members for making departmental level purchases of various items like printers, laptop, digital pen, table, chairs and other furniture items for the departments.
3. Members also suggested for the renovation of seminar hall and converting student home to conference hall.
4. The chair informed that Department of Commerce to send proposal to the DGHE for organizing one day National Level Seminar on Research Methodology.



Chairperson

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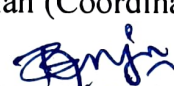







## IQAC MEETING DATED 12.7.2022

A meeting of IQAC under the chairmanship of Principal Mr. Arun Joshi was held on 12.7.2022.

The following points were discussed:

1. It was decided to organize Mega Plantation Drive in the college campus on 15.7.2022.
2. Members suggested to put the Wall Mirror for the students in the college Gym.
3. IQAC convenor suggested for the display of display boards of Do's and Don't in the college campus.
4. Chair suggested to prepare the TO DO List for the departments for the preparation of NAAC peer team visit.
5. It was decided to apply for the Institution's Innovation Council (Ministry of Education).

### Committee

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Chairperson

## IQAC MEETING DATED 23.8.2022






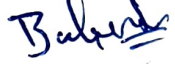



A meeting of IQAC under the chairmanship of Principal Mr. Arun Joshi was held on 23.8.2022.

The following points were discussed:

1. The chair informed the IQAC members to take a round of the college campus and suggest for the improvements required in various blocks.
2. It was suggested by the IQAC members for making arrangement of white wash and other repairs in the campus.
3. IQAC convenor also suggested to organise training of soft skills for the members of various departments in the language lab

Committee

  
Chairperson

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## IQAC MEETING DATED 09.09.22









A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 09.09.2022.

The following points were discussed:

1. Convenor and members IQAC discussed with the chair various requirements in the college for the purpose of NAAC.
2. Discussion with the chair on various issues criterion wise was done.
3. Moderators discussed their problems for their respective criterions with the chair.

Committee

  
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### IQAC MEETING DATED 19.11.2022







A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 19.11.2022.

The following points were discussed:

1. Convenor IQAC instructed the moderators regarding submission of AQAR for the session 2021-22.
2. It was also suggested by the convenor for the formulation of separate committee for looking after the work of NEP or separate members to be added for the same.
3. Queries of the members of IQAC regarding the submission of AQAR were taken up criterion wise during the meeting.

Committee

  
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### IQAC MEETING DATED 26.11.2022


A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 26.11.2022.

The following points were discussed:


1. Convenor IQAC took the feedback from the moderators regarding the submission of AQAR 2021-22.
2. Chair directed the moderators to look for the developmental work of the college for the peer team visit along with the work of submission of AQAR.
3. It was advised by the IQAC convenor to submit the AQAR during the first week of December 2022.

Committee

  
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5. Sh. Parmil 

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7. Ms. Poonam Rajora 

### IQAC MEETING DATED 13.12.2022


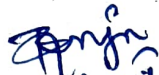


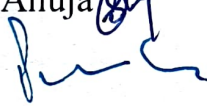

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 13.12.2022.

The following points were discussed:

1. Convenor IQAC informed the members that approval of SSR from NAAC has been received.
2. The college is going to deposit the IInd level payment for the NAAC.
3. Discussion was held with the moderators regarding the DVV data and final SSR.
4. Convenor IQAC informed the moderators to match the DVV and SSR approved by NAAC.

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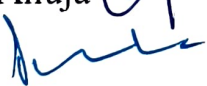


### IQAC MEETING DATED 3.1.2023

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 3.1.2023. The following points were discussed:

1. Chair and IQAC convenor discussed the proposed dates for the NAAC Peer team visit and the hotels for their stay to be informed to NAAC.
2. Following dates were proposed:
  - a. 2.3.2023-3.3.2023
  - b. 21.3.2023 – 21.3.2023
  - c. 12.4.2023-13.4.2023
3. Following hotels were proposed:
  - a. Kingfisher Tourist Resort
  - b. Clarks INN Ambala
  - c. Drive in 22
4. Chair advised the IQAC members to speed up their work for the preparation of NAAC Peer team Visit.

Committee

  
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### IQAC MEETING DATED 31.1.2023

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 31.1.2023. The following points were discussed:

1. IQAC convenor allotted the moderators their respective criterion for providing the information regarding PRAYAS.
2. Members were asked to provide the information before leaving the college.
3. Chair advised the members of IQAC to properly look after their criterion for the purpose of NAAC Visit also.

Committee

  
Principal

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2. Dr. Anju Jagpal



3. Sh. Gurvinder Singh



4. Dr. Shagun Ahuja



5. Sh. Parmil



6. Dr. Baljinder Kaur

7. Ms. Poonam Rajora









### IQAC MEETING DATED 4.2.2023

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 04.2.2023. The following points were discussed:

1. Convenor IQAC discussed the preparation of moderators and members of Criterion 5 and 6.
2. They were advised to prepare the hard copy of the data of their criterion.
3. Moderators of criterion 5 and 6 were also asked to make the PPT slides of criterion 5 and 6.
4. IQAC members advised for making more efforts for the beautification of the campus.

Committee

  
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### IQAC MEETING DATED 17.2.2023

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 17.2.2023. The following points were discussed:


1. Convenor IQAC discussed the preparation of moderators and members of Criterion 3 and 7.
2. They were advised to prepare the hard copy of the data of their criterion.
3. Moderators of criterion 3 and 7 were also asked to make the PPT slides of criterion 3 and 7.
4. IQAC members made the suggestion to the chair for installing more notice boards in the campus.

Committee

  
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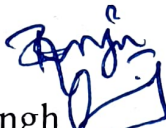





### IQAC MEETING DATED 14.3.2023

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 14.3.2023. The following points were discussed:

1. Convenor IQAC informed the moderators and members of visit NAAC Peer team on 12.4.2023 -13.4.2023.
2. All moderators were asked to check out the preparation of all qualitative matter claimed in SSR as per their criterions.
3. Chair advised the IQAC members to speed up their work and put forth their various requirements for the visit of NAAC team.
4. It was also decided to hold the meeting of all staff members very soon.

Committee

  
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### IQAC MEETING DATED 18.3.2023

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 18.3.2023. The following points were discussed:

1. Convenor IQAC informed Mr. Ravi Kant to organize the Alumni Meet for the session 2022-23.
2. It was decided to hold Alumni Meet on 26.3.2023.
3. Convenor IQAC took the feedback from the committee of Students Satisfaction Survey. The committee was asked to complete its work as soon as possible.
4. It was decided to hold the meeting of HODs for providing them guidelines for the departmental level preparations.

#### Committee

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Principal
















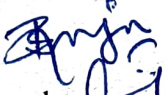

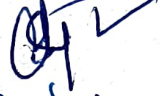


### IQAC MEETING DATED 27.3.2023

A meeting of IQAC under the chairmanship of Principal Dr. Khushila was held on 27.3.2023. The following points were discussed:

1. Convenor IQAC advised the moderators for the preparations of their PPT slides for the Principal's Preparations.
2. A sample PPT was shown to the moderators and the discussion was held regarding the improvements in the PPT.
3. Moderators were asked to be ready with their all records and information.

#### Committee

  
Principal

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