

DEEN DAYAL UPADHYAYA COLLEGE

(UNIVERSITY OF DELHI)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Fifth meeting of IQAC held on Tuesday the 2nd December, 2015 at 2.00p.m. in the Principal's Office.

The following members were present:

- 1) Prof. S.K. Tandon, Former PVC, University of Delhi.
- 2) Dr. S.K. Garg, Principal and Chairperson (IQAC)
- 3) Dr. Deepak Sehgal, Vice-Principal
- 4) Dr. Rajni Bala, Associate Professor in Computer Science
- 5) Dr. Nisha Rana, Associate Professor in commerce and coordinator, Mgmt. Studies
- 6) Dr. Veena Jain, Associate Professor in Operational Research
- 7) Dr. Charu Kalra, Assistant Professor in Botany Department
- 8) Dr. Abhijeet Sinha, Librarian,
- 9) Mr. Sikander Aggarawal, Administrative Officer
- 10) Mr. Bhoovan Soran- Alumni, DDU College
- 11) Dr. Kulvinder Singh, Associate Professor in Physics-Coordinator

The agenda for the meeting was taken up ad seriatim:

1. a) Confirmation of Minutes: Minutes of IQAC meeting held on 21st July, 2015 were confirmed.
b) Action Taken on Minutes: The following action taken were reported :
 - i) **Student Feedback:** As per the decision of IQAC duly approved by the Governing Body in its meeting held on 13.5.2015, vide Resolution No. 30 the feedback form used by the Govt. of NCT of Delhi for Distinguished Teacher Award is being used for taking the feedback for odd semester of session 2015-16. In addition, feedback is also being taken on Administration, Library, Sports and Extra-curricular Activities. It was resolved that for subsequent semesters, further improvement in the questionnaire be explored by inviting suggestions from all stakeholders.
 - ii) **Student Mentoring:** Process has been initiated.
 - iii). **Student –Faculty Committee:** It was informed that these committees are yet to be constituted. It was resolved that Internal members of the IQAC should discuss this matter in departmental meetings to initiate the process.
 - iv) **Academic Audit:** Each department will do its own Academic audit to monitor student progress. Some of the departments reported that they have already initiated.

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- v) **ERP Solution:** It was informed that a committee for ERP solution has been constituted to identify the requirements. Work is initiated. Advice from the various units of the college are invited.
- vi) **Life Membership of Alumni:** This year it could not be initiated as students had already filled security refund form. It will be initiated from next year.
- vii) **New Members of IQAC:** Chair informed the induction of Mr. Bhovan Soran- Secretary Alumini DDU college and Mr. Khushwant Sehra- IIIrd year student B.Tech (Electronics) as new members. Two teacher members Dr. Manoj Saxena and Dr. Anand Saxena are replaced by Dr. Abhijeet Sinha and Dr. Charu Kalra. IQAC welcomed the new members and placed on record the services rendered by the outgoing members. It was informed that Mr. Ashish Gupta Founder Trustee of Ashoka University has expressed his unwillingness to continue as member of IQAC. Member suggested chair to search for his replacement.

One member raised some apprehensions of staff association regarding the constitution of IQAC. Members discussed all the points raised in detail. NAAC guidelines of 2013 were thoroughly studied again. All members after detailed deliberation reached the conclusion that formation of IQAC is as per guidelines and spirit of NAAC document.

- 2) Chairman reported that Academic calendar developed by IQAC has been largely followed except on some occasions when either the dates were changed or the activity was postponed.
- 3) Framework of Science foundation was discussed. Members suggested to start the same with the following thrust areas :
 - a) Climate Change
 - b) Green Energy
 - c) Carbon Capture

Meeting ended with vote of thanks to chair.



(Dr. Kulvinder Singh)
Coordinator & Member Secretary
Internal Quality Assurance Cell (IQAC)