

DEEN DAYAL UPADHYAYA COLLEGE

(University of Delhi)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Meeting of the Internal Quality Assurance Cell held on Monday the 19th January, 2015 at 1.30 p.m. in the Principal's Office.

A meeting of the Internal Quality Assurance Cell (IQAC) was held on Monday the 19th January, 2015 at 2:00 p.m. in the college premises. The following members were present:

- 1) Prof. S.K. Tandon, Former PVC, University of Delhi.
- 2) Prof. Shyam Menon, Vice-Chancellor,
Dr. B.R. Ambedkar University, Delhi.
- 3) Dr. Kulvinder Singh, Coordinator & Member Secretary
& Assoc.Prof. in Physics
- 4) Dr. Anand Saxena, Assoc. Prof. in Commerce
- 5) Dr. Manoj Saxena, Assoc. Prof. in Electronics
- 6) Dr. Rajni Bala, Assoc. Prof. in Computer Science
- 7) Dr. Nisha Rana, Coordinator, Management Studies
- 8) Dr. Veena Jain, Assoc. Prof. in Operational Research
- 9) Dr. S.K. Garg, Principal and Chairperson (IQAC)
- 10) Mr. Sikander Aggarwal, Administrative Officer.

The agenda for the meeting was taken up ad seriatim :

- 1)
 - a) **Confirmation of Minutes:** Minutes of the IQAC meeting held on 30th December, 2013 were confirmed.
 - b) **Action taken on Minutes:** The following was reported :
 - i) that the college has applied to the University of Delhi for starting of B.A. (Hons.) Economics course from the session 2015-16 (the course had to be dropped for the session 2014-15 due to rollback of FYUP).
 - ii) the Placement Cell has been strengthened by roping in the second year students for execution and coordination under the guidance of the Placement Coordinator. The House was informed that 40 students out of 251 who registered for placements have already been placed. Another 51 students have been selected by WIPRO & TCS for job-cum-higher education programme leading to M.Tech and MCA degrees respectively.

- iii) to create facilities for experimental research, the college has created a Research Centre with equipment purchased from UGC grant. The other proposals shall be implemented after shifting to the new campus in Dwarka.
- 2) **NAAC Accreditation:** It was reported that the college has been accredited with NAAC in 'B' Grade with a CGPA of 2.63. The college had filed an Appeal for review of the Grade, but there was no change in result.
- 3) **Peer Team Report on Institutional Accreditation:** The Peer Team report on Institutional Accreditation provided by the team was placed before the House. The house discussed the points mentioned in the recommendations for Quality Enhancement of the institution. It was realized that many of the recommendations cannot be implemented due to lack of space in the present building and may be taken up as and when the college moves to the new campus in Dwarka. After considering the other recommendations the IQAC resolved the following :
 - i) **Introduction of Add-on courses :** The college should look forward to starting of two kinds of Add-on courses ; one which are skill based and are recommended by the National Skill Development Corporation and the others which will enhance the rigour of the Papers being taught in the curriculum, such as an Inter-disciplinary course in Data Analytics or Business Analytics. Such courses should be in self-financing mode and should atleast be of one semester duration i.e. a minimum of 50 hours. It was further resolved that the college should apply to the University for starting of professional courses.
 - ii) **Vacant Faculty positions :** It was reported that the process of filling up of vacant faculty positions has been initiated. 11 positions have already been filled and another 20 are intended to be filled, over the next three months. The IQAC recommends that efforts be made to reduce the number of temporary/adhoc positions to 10%, within a span of one year.
 - iii) **MOU with other Institutions :** It was felt by members that being a part of the University system, the college does not have enough freedom to sign MOU pertaining to Student Exchange Programme with Indian or Foreign Universities. However, it was felt that the college can explore the possibilities of MOU with various sectors viz. Industry, Research / Teaching Institutions in India and abroad. The college may look forward to having such MOU's with countries towards the East where the possibility of signing such MOU's is higher.

- 4) **Activity Oriented Learning** : The IQAC recommends that one set of complete Audio-Visual Aids including Speech Prompter, Camera and various Projectors with Interactive Board may be purchased by the college to enable the teachers to learn the use of technology and use it for interactive and participatory teaching. For Good Governance, steps may be initiated for creating Paperless Offices.
- 5) **Student Mentoring Strategies:** The IQAC recommends that students be drawn from all the three years in each group for mentoring purposes. This will facilitate peer to peer learning. A professional psychological counselor should also be appointed on part-time basis.
- 6) **Feedback Mechanism:** The IQAC recommends that the college should create a proper feedback mechanism for which internal members of the IQAC should help create a climate of trust. The external members apprised of the process of feedback in their own institutions (IIT Kanpur and Ambedkar University, Delhi) and suggested that they would send their performa to us and a committee of three members namely Dr. Anand Saxena, Dr. Nisha Rana & Dr. Rajni Bala, create a feedback performa for the college, which may be more of course centric, rather than teacher centric.
- 7) **Consultancy:** It was resolved to adopt the consultation policy of the University of Delhi to begin with.
- 8) **Research Culture:** In order to strengthen the research culture, the IQAC recommends to create a "Research Endowment Fund" through donations and the interest income which can be used to provide seed money to the new faculty or other faculty on competitive basis.
- 9) **Starting of Post-Graduate courses:** The college should write to the University of Delhi for permitting to start Post-Graduate courses.
- 10) **Science Foundation:** To promote inter-disciplinary research culture the IQAC recommends starting of a Science Foundation.
- 11) **Any other matter:** It was suggested that the college should develop communication with Society through neighborhood projects (may be something like Solid Waste Management or Water Management etc.) The college may also look into the possibility of collaboration with NSIT, Dwarka for running some joint courses or add-on courses. The possibility of having adjunct faculty may also be explored.

Meeting ended with a vote of thanks to the Chair.



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