

## MINUTES OF IQAC MEETING (25/11/17)

Following points were discussed in the meeting:-

1. The various committee of M.S.I. will function as sub-committees of IQAC & will provide information regarding their activities to IQAC on a regular basis.
2. Various societies of MSI such as NATRAJ, SIFAR etc. will also report their activities to IQAC.
3. A format and checklist for AQAR will be mailed by the NAAC committee to the HODs. Department wise information has to be provided in that format by the HODs to Dr. Rajeshwari who will further compile it.
4. Separate checklist & format will be prepared for collecting administrative information from office staff.
5. Peer team Report will be scanned & mailed to all concerned members by Dr. Monika Davar.
6. One more alumni member will be added to IQAC.
7. Following measures will be taken to implement the suggestions given in Peer Team Report (NAAC cycle II, Oct. 17) :-

- I. ***In context of Resource Mobilization for Research***, Faculty should make efforts to collaborate with senior faculty from other Universities and Institutions who are eligible for getting funds for research. Research and Academic Growth Cell should make efforts for making a research centre in the Institute in Collaboration with GGSIPU.
- II. ***In context of consultancy and collaboration***, Outreach committee to be constituted for collaboration with industry, linkage with community and consultancy projects. Placements Director, Shri Oberoi to be involved in this committee.
- III. ***To strengthen mechanism for maintenance of campus facilities***, a register will be maintained by the Maintenance Engineer where teaching and non-teaching staff should report any maintenance issues. Concerned maintenance staff should address the issue in time. This redressal of maintenance issues will be supervised by the Administrative Office.
- IV. ***With regard to alumni association*** efforts are being made for registration of Alumni Association by Student Welfare and Development Committee.
- V. ***In context of library*** efforts are being made for enhancing library resources and space by the Librarian, Ms. Ritu Verma .
- VI. ***With regard to introduction of post graduate programmes*** the issue will be taken up to the management by Director MSI to revive IGNOU centre for post graduate programmes.

- VII. *With regard to community and neighbourhood interaction*** Outreach Committee constituted for industrial collaboration will take initiatives in this direction also.
- VIII. *With regard to courses related to early childhood development and psychological development,*** such courses can't be started independently as per norms of GGSIPU. However extension lectures will be organized by B.Ed. Department on these topics to give orientation to students in this direction.
- IX. *For personality development,*** presentations and group discussion of students to be organized every month (on a Saturday) on any topic related to syllabus and teachers to act as facilitators. Classes related to communication skills, personality development or language teaching will be held in language lab by faculty from various departments. Dr. Aarti Bahuguna to be involved, keeping in view her availability as per B. Ed. Time Table.
- X. *For Harnessing sports facilities and talent,*** regular sports activities will be organized on Saturdays.

Action taken by concerned Members should be mailed to Dr. Monika Davar (NAAC Coordinator) by 20 Jan 2018.

A brief Report of MSI activities organized should be sent to Convener of Activities Committee, Dr Aarti Bahuguna. The Convener should compile these activities and forward it to Dr. Monika Davar by 25<sup>th</sup> Jan 2018.

Dr. Monika Davar  
IQAC Coordinator

Dr. J.P.Singh  
Chairperson, IQAC