



रामलाल आनंद कॉलेज

दिल्ली विश्वविद्यालय

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Minutes of 8th IQAC meeting held online on 11th November 2021

Attendees: Dr Rakesh Kumar Gupta (Chairperson), Dr Prerna Diwan (Coordinator), Mr Santosh Kumar Sharma (External Expert), Dr Rakesh Kumar (History), Dr Pardeep Kumar Sharma, Dr Mukta Datta Mazumdar, Dr Seema Gupta, Dr Rakesh Kumar (Hindi), Dr Rita Jain, and Dr Neena Mittal, Dr Sanjay Kumar Sharma, Dr Ravish Lal, Dr Nidhi Yadav, Mr Arun Gautam

Decisions: (Refer to Appended Agenda of meeting Annexure 1)

1. Minutes of 7th Meeting of IQAC (held on 1st December 2020 were confirmed
2. Action Taken Report presented by IQAC Coordinator (appended) on decisions taken in 7th IQAC meeting: Noted and approved
3. Presentation of Annual Report 2020-21 and Discussion on AQAR 2020-21: Noted and approved 2020-21; AQAR -2020-21 submitted
4. Discussion on feedback received from stakeholders: A detailed discussion on feedback was done. Though on most parameters, stake holders seemed very satisfied, members discussed the points of concern mentioned in table below. Students mostly had issue related to not been able to come to college due to Covid19 and online mode of teaching. It was suggested to convey to faculty to have more interactive online classes and have extensive discussions in classes as physical mode of teaching was not possible due to covid 19 guidelines.

Points of Concern emerging from feedback	Corrective Action
Parent Feedback/suggestions	
Focus more on providing the students with sports and other co-curricular activities	The sports activities were stopped due to covid19, will be resumed as soon as. The college reopens for physical teaching; The college conducted ample number of Co-curricular activities in various fields in online mode.
Separate playground	There is no space/provision for separate playground; The chairperson apprised the house that the process for playground development has already been initiated and once developed it will be used by both colleges.

Need to improve wi-fi facility	Bandwidth of internet connection in the Institution (Leased line) 1GBPS; Wi fi is working fine; LAN connections also installed in each room to enable internet connectivity
Student Feedback/suggestions	
Improvement needed in the computer labs for commerce students	15 New computers added to commerce lab and 5 more will be added To review departmental requirements and purchase new computers after approval from GB
Improvements required in placements from the college	<p>Pathway-The Career Counseling and Placement Cell is working hard with the vision to make it a leading and established placement cell across Delhi University colleges. It has been divided into three departments Marketing and Public Relations, Research and Development & Corporate Communications, and Event Management and making efforts to reach people, provide trainings; conducted 12webinars; 40 hr Skill development Certificate Course on Data Visualization using Power BI & SQL in collaboration with IVY Pro School in online mode and three 60-hour each coaching classes for CAT, UPSC and SSC+Bank PO entrance examination in collaboration with Facilitate Academy.</p> <p>Pathway crossed 1k+ followers on Instagram, due to the exceptional marketing; received applause on LinkedIn and gathered more than 15 collaborations, 200 internship and over 50 placement opportunities including Urban Company, Ditto, Unschool, DE Shaw and Co, Nexdigm, KPMG, Byjus, etc. The average CTC of 5 LPA, was recorded in the Placement Drive; the internship fair-saw 700+ registrations across DU colleges with over 30+ companies offering positions, an overwhelming 70% of paid summer internships with stipend ranging from 5K to 40K per month.</p>
Need for library facility in an online mode	Concerned student may not be aware that all students have been provided IDs and password to access Nlist e-resource
Healthy options in canteen	No Specific suggestions given by students; Concerned committee will be informed and asked to submit its recommendation
Need to make accessible the reading material or e-resources in Hindi	College library focusses on adding more and more books in Hindi; Faculty Reported that there is a paucity of such books in market, and teachers are sharing whatever best is possible. The teachers will be requested to generate such resources by writing books in Hindi for students
Students require notes of each subject being taught in their curriculum, since this would	Ppts/pdfs recordings of lectures being shared by all faculty members through google classroom

enable a more focused and in depth insight of each topic”.	
Requirement of more number of books for the course in the library	Faculty will be emailed to encourage students to use large number of books available on NLIST
Requirement of adequate number/quantity of instruments/Hardware/Software/chemicals/reagents in Labs for practical	Equipment purchased in department of Geology, microbiology and computer science; the Statistics lab completely renovated with new equipment; Docking software SeeSAR purchased in Microbiology for use by 60 students; Sufficient Reagents and chemicals in Labs as per practical requirements

5. **Quality Initiatives for session 2021-22;** (i) New programmes: It was decided to develop proposals for introduction of new programmes, B.A. (Hons) Journalism and Mass Communication in English, B.A. (Hons) Economics, B.Sc. (Hons) Physics, B.Sc. (Hons) Chemistry, B.A. (Hons) Psychology. Prof. Rakesh Kumar (HS), Dr. Prabhas Pande, Prof. Vandana Gupta, Dr. Swagata Karmakar, Dr. Prerna Malhotra and Ms. Deepshikha Kumari will be requested to prepare these proposals and be placed in Staff Council and GB for approval before being sent to the university.

(ii) Certificate Courses in 2021-22: Chairman gave the status update of certificate courses as below

Certificate courses completed	Certificate Courses planned
Basic Statistics for Biological Sciences by Department of Microbiology, under the aegis of the DBT Star College Scheme.	Public Policy by Department of History
FinTech by Department of Commerce	Python Programming -A Multidisciplinary Approach and Machine learning by Department of Statistics
Essential skills in science and environment communication by department of Hindi Patrakarita evam Jansanchar in association with Vigyan Prasar	Anuvad/Translation by Department of Hindi in association with Hindi Anuvad Parishad
Evolution of the Himalayas and Integration of GIS studies using QGIS software and R-programming language by Department of Geology	History of English Literature by Department of English

Advance Excel and Data Analysis using Excel' by Department of Computer Science	SSC and Bank PO preparation by CCPC
Data Visualization using Power BI & SQL by CCPC	UPSC preparation CCPC
	CAT entrance preparation CCPC
	Human Values Ethics and Life Skills
	Chinese Language
	Japanese Language
	India's international relations & foreign policy in a globalizing world: theories, debates & concerns by Department of Political Science.

Possibility of conducting course on Sports Journalism was also discussed. One of the member pointed out that college should engage in MoU in different areas of Industry and Trainings to make the students employment ready. One member also suggested to look into current heavy requirement of phlebotomy experts and possibility of running its skill training course.

(iii) Discussion on incubator facility to be established in college as per the university mandate : The Chairman informed the house that in one of the university meeting, Vice Chancellor has requested to establish incubation centre in each college. It was decided that necessary funding required for the same will be explored at university level in due course of time

(iv) Feasibility of RFID installation in library: Chairman informed the house that a preliminary discussion meeting to look into its utility for our library was held with library staff and it was decided to pursue this matter once the permanent appointment of librarian is done.

(v) provision for server with cloud space for college: The IT infrastructure committee will look into the possibility of cloud storage or its own server in the coming session and then it will be reviewed.

(vi) Upgradation of Computers: With concern regarding upgradation of computers, it was decided to review departmental requirements and purchase new computers after approval from GB.

(vii) Revamping/Repair of Staircase: The process for revamping/repair contract will be initiated.

6. Reporting matters:

(i) Student Related:

a. Following 23 Certificate courses were conducted for students in 2020-21

- 1 Certificate Course in Creative Writing - English
- 2 Certificate Course on Training on Experiential Learning in Policy Sciences
- 3 Certificate Course in Chinese
- 4 Certificate course in Japanese
- 5 Short term certificate course in " Editing Software in media production"
- 6 Certificate course in Translation
- 7 Certificate course on Renaissance Art
- 8 Certificate course on Disability Studies
- 9 Certificate course on Investing in Stock Markets
- 10 Certificate course on GST Concepts and Filing of Returns
- 11 Certificate course on LaTeX
- 12 Certificate course on Vector Design and Animation Course
- 13 Modern Web Development Tools
- 14 Certificate course on Full Stack Web Development and Hosting
- 15 Online certificate course for students entitled “Scientific writing and Research Ethics”
- 16 Certificate course on Exploring Feasible Alternative Technologies to Address Environmental Issues
- 17 Certificate course on "Python in Biological Sciences
- 18 Online Certificate Course on Personality Development and Soft Skills
- 19 Online Certificate Course on Excel and Tableau
- 20 Online Certificate Competition Skill Enhancement Course (CSEC) – UPSC Prelims General Studies - II)
- 21 Online Certificate Competition Skill Enhancement Course (CSEC) – SSC/BANK PO)
- 22 Online Certificate Competition Skill Enhancement Course (CSEC) - CAT
- 23 Human Values, Ethics and Life Skills

b. College Allowed fee payment in instalments; created provision for issue of certificates to students in online mode.

c. Laptop distribution was undertaken twice

d. Aerobics classes for Physical wellbeing; Yoga classes continued throughout pandemic and along with aerobic classes being done in evenings

(ii) Faculty: New appointments and promotions; Four New faculty have been appointed on ad hoc basis : (Ms Neera Pal, Department of Management studies; Ms Diksha Sapra, Department of Computer Science; Dr Anurag Sharma, Department of Statistics; Ms Garishma Guliyani, Department of commerce. Chairman informed the house that all the applications submitted for promotion of teaching faculty to various stages have been considered and the promotion arrears have been disbursed in all those cases where fixation has been received from the University. A few applications have been received for promotion to the post of Professor in the second cycle are under process. Research funding received: (a). 'Resistome Metagenomic profiling of bioaerosols in Metro Network in Delhi-NCR' with 19,55,118 as first year grant from ICMR (Total Duration: 3 years w.e.f. 01.10.2021 (PI: Prof. Rakesh Kumar Gupta, Co-PIs: Prof. Prerna Diwan and Dr. Sunila Hooda; b. A grant of 3 lac from IoE to Dr. Swagata Karmakar under Faculty Research Programme Grant w.e.f 29.10.21 ; faculty submitted 4 Research Proposals to ICSSR and 2 under DST SEED grant scheme. It was decided that other departments will be encouraged to write and submit research Proposals and this will be conveyed in upcoming staff council meeting

(iii) Non-teaching Staff: Provisions for Retirement Benefits for Computer science department staff; In this regard a corpus fund has been generated to take care of Retirement Benefits of non-teaching staff employed in department of computer sciences where the Programme is running in self- financing mode

(iv) Infrastructure: Installation of 130kv solar Panels has been completed ; Completion of Statistics lab work and handed over the lab; Process for work to make Barrier free campus (PwD friendly) utilizing of 24 .5 lacs approved by GB from college fund has been initiated with CPWD.

Prerna Diwan

**Prof. Prerna Diwan,
Coordinator IQAC**

Rkgupta

**Prof. Rakesh Kumar Gupta
Chairperson, IQAC**

Annexure 1: Agenda 8th IQAC meeting

Dear Members

The eighth meeting of **Internal Quality Assurance Cell (IQAC)** will be held on Thursday, **11th November** at **2pm** on Google meet. Please join with the link : <https://meet.google.com/xnz-nrfq-wxz>

Agenda

1. To confirm the minutes of 7th Meeting of IQAC held online on 1st December 2020.
2. Presentation of Action Taken Report on decisions taken in 7th IQAC meeting.
3. Presentation of Annual Report 2020-21 and discussion on AQAR 2020-21 due for submission.
4. Discussion on feedback received from stakeholders
5. Quality Initiatives for session 2021-22; (i) New programmes: Submission of proposals to University for B.A. (Hons) Journalism and Mass Communication in English, B.A. (Hons) Economics, B.Sc. (Hons) Physics, B.Sc. (Hons) Chemistry, B.A. (Hons) Psychology; (ii) Certificate Courses for 2021-22 (iii) Discussion on incubator facility to be established in college as per the university mandate (iv) Feasibility of RFID installation in library (v) provision for server with cloud space for college (vi) Upgradation of Computers (vii) Revamping/Repair of Staircase
6. Reporting matters: (i) Student Related: Certificate courses conducted; Welfare measures during Covid Pandemic related to fees; Laptop distribution; Aerobics classes for Physical wellbeing; (ii) Faculty: New appointments and promotions; Research funding received from ICMR; Research Proposals submitted to ICSSR and DST under Seed grant; (iii) Non-teaching Staff: Provisions for Retirement Benefits for Computer science department staff; (iv) Infrastructure: Installation of solar Panels; Completion of Statistics lab work; Working towards Barrier free campus (PwD)
7. Any other matter with the permission of the Chair.

All the members are requested to kindly make it convenient to attend the online meeting.

Regards



Prof. Prerna Diwan,
Coordinator IQAC