

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

Minutes of IQAC Meeting held on 08-10-2021

PROCEEDING

Sr. No.	Name of the Member	Designation	Status (Present/Absent)
1.	Sh. S.N. Gupta	Director/Management Member	Present
2.	Dr. Sudesh Rawal	Chairperson	Present
3.	Dr. Sarojini Jamadagni	Coordinator	Present
4.	Dr. Sangita Mehta	Co-coordinator	Present
5.	Dr. Karnika Gupta	Co-coordinator	Present
6.	Dr. Neeta Sharma	Member	Present
7.	Dr. Sunita Sharma	Member	Present
8.	Dr. Preeti Sharma	Member	Present
9.	Mrs. Amarjeet Kaur	Member	Present
10.	Mrs. Anju Saini	Member	Present
11.	Sh. S.D. Pandey	Member	Present
12.	Ms Shiyani Verma	Student Member	Present
13.	Ms Monjka	Student Member	Present

Following agenda was discussed in the Meeting:-

Agenda:-1 To prepare the academic Calendar for Session 2021-22

- (i) Preparation of academic calendar for each department.
- (ii) Workload and time table of all the teachers of respective departments to be evaluated.
- (iii) Engagement of teachers in their vacant periods for proctorial duties.
- ✓ Decision for Internal/Sessional Examinations
 - ❖ Date of Tests
 - ❖ Date of Results

Agenda:-2 To Review last session results

- (i) In 2020-21, B.A., B.Com., B.Sc. and BBA have good results.

Agenda:-3 To review the admissions during the academic session of 2020-21.

The chairperson placed the record regarding admissions of students in different classes, composition of students, no. of admissions and comparison of admissions with admission of previous academic session i.e. 2020-21. All members appreciated the admission process, number of admissions and changing composition of students admissions during 2020-21

Agenda:-4 (a) To Plan National Seminars:

It was also resolved unanimously to organize seminar on IPR and constituted a committee for IPR Cell.

- ❖ **Convener** : Dr. Karnika Gupta
- Member** : Dr. Sangita Mehta
Dr. Preeti Sharma
Mrs. Anju Saini

Chairperson informed the house that department of Economics and Psychology, Placement cell, entrepreneurship development cell and library department are going to prepare proposal for organizing seminars, conferences workshop etc. All members agree to fully cooperate for successful culmination of the events.

(c) To organize KU Zonal Youth Festival:

It was decided that after review, it will be finalized which one from the following events:

- ❖ Cultural events
 - ❖ Fine arts events
 - ❖ Literary events
- will be organized

Agenda:-5 To Review NAAC SSR work:

The seven criteria NAAC work is in process.

Agenda:-6 Any other matter with permission of Chair.

(A) Dr. Karnika Gupta suggested website updation, with proper grouping of cell and committees. A committee constituted for website updation.


- ❖ **Convener** : Dr. Ruichka Yadav
- Member** : Dr. Karnika Gupta
Dr. Preeti Sharma
Mrs. Anju Saini

(B) Incentives for needy & Meritorious in Academics, Cultural and Sports Activities :Chairperson suggested the house about incentives for needy and meritorious in academics, cultural and sports all members unanimously resolved to constitute a committee consisting of senior most members of each faculty for receiving the application from poor and needy student, sports activities and class topper for fee concession issuing book sets from library etc.

The meeting ended with thanks to Chair.

Submitted for approval of minutes


Dr. Sarojini Jamadagni
Coordinator IQAC


Dr. Sudesh Rawal
Chairperson IQAC

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

Minutes of meeting of IQAC held on 5.10.2021.

Following members were present:

Sr. No.	Name of the Member	Designation	Status (Present/Absent)
1.	Sh. S.N. Gupta	Director/Management Member	Present
2.	Dr. Sudesh Rawal	Chairperson	Present
3.	Dr. Sarojini Jamadagni	Coordinator	Present
4.	Dr. Sangita Mehta	Co-coordinator	Present
5.	Dr. Karnika Gupta	Co-coordinator	Present
6.	Dr. Neeta Sharma	Member	Present
7.	Dr. Sunita Sharma	Member	Present
8.	Dr. Preeti Sharma	Member	Present
9.	Mrs. Amarjeet Kaur	Member	Present
10.	Mrs. Anju Saini	Member	Present
11.	Sh. S.D. Pandey	Member	Present
12.	Ms Shivani Verma	Student Member	Present
13.	Ms Monika	Student Member	Present

Agenda:

1. Academic calendar for the decision.
2. Activity calendar for the session.
3. Reviewing admission status.
4. Organizing National level Seminars and workshops.
5. Registering MOUs.
6. Introducing value added courses.
7. Introducing student welfare scholarship.

Minutes

1. Decision was taken to prepare academic calendar for 2021-22 as per guidelines of KUK.
2. It was decided to prepare activity calendar for this session.

3. The chairperson placed the record regarding admissions of students in different classes, subject composition and comparison of admissions with admissions of previous academic session 2020-2021.
4. It was decided to send the proposal for organization of Seminar/Conference/ Workshop/ Exhibition for different departments/committee/ cells/clubs
5. It was decided that more MOU's will be signed with NGO's and other institutions.
6. Decision was taken that value added courses will be organized as per norms of KUK.
7. It was decided that student welfare scholarship will be introduced with the help of sponsorship of social workers/ Industrialist as per policy of the college.

Dr. Sarojini Jamadagni
Coordinator IQAC

Dr. Sudesh Rawal
Chairperson IQAC

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

Minutes of meeting of IQAC & Alumni Association held on 21.10.2021

Following members were present:

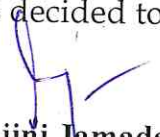
Sr. No.	Name of the Member	Designation	Status (Present/Absent)
1.	Sh. S.N. Gupta	Director/Management Member	Present
2.	Dr. Sudesh Rawal	Chairperson	Present
3.	Dr. Sarojini Jamadagni	Coordinator	Present
4.	Dr. Sangita Mehta	Co-cordinator	Present
5.	Dr. Karnika Gupta	Co-cordinator	Present
6.	Dr. Neeta Sharma	Member	Present
7.	Dr. Sunita Sharma	Member	Present
8.	Dr. Preeti Sharma	Member	Present
9.	Mrs. Amarjeet Kaur	Member	Present
10.	Mrs. Anju Saini	Member	Present
11.	Sh. S.D. Pandey	Member	Present
12.	Ms Shivani Verma	Student Member	Present
13.	Ms Monika	Student Member	Present

Agenda:

1. Registration of Alumni Association & Constitution of its governing body.
2. To organize Alumni Meet in the college campus.
3. Any other matter.

Minutes:

1. Principal with the consent of all the members decided to register college Alumni Association with the name of Aadharshila.
2. Members of governing body of alumni association were also decided.
3. A decision was taken to organize a Alumni Meet in the college on 21-06-2022.
4. Decision was taken for Alumni Account Donation to come under 80 G criteria.
5. It was decided to open a separate Alumni Account for creating Alumni Fund.


Dr. Sarojini Jamadagni
Coordinator IQAC

Dr. Sudesh Rawal
Chairperson IQAC

SNRL JAIRAM GIRLS COLLEGE,

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2021-22

The following were the members present for the meeting held on 9.10.2021 in IQAC room at 01:00 p.m. with examination committee along with IQAC co-ordinator & Principal.

Designation	Name	Status
Chairperson (IQAC)	Dr. Sudesh Rawal	Present
Co-ordinator (IQAC)	Dr. Sarojini Jamdagni	Present
Co-coordinator	Dr. Sangita Mehta	Present
Co-coordinator	Dr. Karnika Gupta	Present
Members	Dr. Neeta Sharma	Present
	Dr. Sunita Sharma	Present
	Dr. Preeti Sharma	Present
	Mrs. Amarjeet Kaur	Present
	Mrs, Anju Saini	Present
Convener Examination	Dr. Sunita Rani	Present
Members	Dr. Ruchika Yadav	Present
	Ms. Meenu	Present

Agenda:

- 1.Planning of odd & even semester internal tests.
- 2.Dates for submission of Assignments by students.
- 3.Transparency in internal assessment procedure.
- 4.Any other matter with permission of chair.

Minutes:-

1. Decision was taken to place the order for answer sheets and stationery to be used for sessional examinations.
2. It was decided that odd semester internals test would be conducted in the last week of Jan 2022 & even semester will be held in the last week of May, 2022.

3. Timing of test was decided as follows:-

1st session: 10:00 a.m. to 12: 00 p.m. and

2nd session: 12:30 p.m. to 2: 30 p.m.

4. Exam committee convener informed that rooms have already been inspected and seating capacity has been calculated.
5. It was decided that internal assessment will be shown to all the students by their respective teachers.
6. It was decided that assignments will be collected in the month of Nov & Dec for odd semester and April and May for even semester.

Dr. Sarojini Jamadagni
Coordinator IQAC

Dr. Sudesh Rawal
Chairperson IQAC

SNRL JAIRAM GIRLS COLLEGE,

LOHAR MAJRA, KURUKSHETRA

The following members were present for the meeting held on 21-10-2021 held in IQAC room at 12: 45 p.m. with IQAC members and cultural Committee.

Designation	Name	Status
Chairperson (IQAC)	Dr. Sudesh Rawal	Present
Coordinator (IQAC)	Dr. Sarojini Jamdagni	Present
Co-coordinator	Dr. Sangita Mehta	Present
Co-coordinator	Dr. Karnika Gupta	Present
Member	Dr. Neeta Sharma	Present
Member	Dr. Sunita Sharma	Present
Member	Dr. Preeti Sharma	Present
Member	Mrs. Amarjeet Kaur	Present
Member	Mrs, Anju Saini	Present
Convener YWCC	Dr. Anita Sharma	Present
Member	Dr. Sunita Rani	Present
Member	Dr. Mamta Walia	Present
Member	Ms. Priyanka	Present
Member	Ms. Santosh	Present

Meeting of IQAC with Cultural Committee

Agenda:

- 1.Finalisation of participation in Zonal & Inter Zonal Youth Festival and Ratnawali.
- 2.Proposal for organizing National Level Kavi Sammelan.
- 3.Finalisation of date of Talent show, Fresher's party & Farewell party.
- 4.Any other matter with permission of chair

Minutes:-

1. It was decided to participate in the Zonal & Inter Zonal Youth Festival and Ratnawali according to Schedule as per K.U.K.
2. It was decided that Talent show will be held on 26 & 27 -11-21.
3. Principal and convener of cultural committee proposed the name of a few distinguished personalities who could be invited as Chief Guest.
4. Cultural committee convener requested the members present to suggest name of achievers who could be invited.

Dr. Sarojini Jamadagni
Coordinator IQAC

Dr. Sudesh Rawal
Chairperson IQAC

SNRL JAIRAM GIRLS COLLEGE,

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The following were the members present for the meeting held on 20.4.2022 in IQAC room at 1: 00 p.m. with IQAC members and HOD's of all departments.

Designation	Name	Status
Chairperson	Dr. Sudesh Rawal	Present
Coordinator	Dr. Neeta Sharma	Present
Co-coordinator	Dr. Sarojini Jamdagni	Present
Member	Dr. Sheela Bathla	Present
Member	Dr. Anita Sharma	Present
Member	Dr. Sunita Sharma	Present
Member	Mrs. Deepti Sharma	Present
Member	Dr. Sunita Rani	Present
Member	Dr. Sangita Mehta	Present
Member	Dr. Ruchika Yadav	Present

Minutes:-

1. Performance in Internal Assessment test for odd semester was discussed and measures are suggested to be taken to ensure that students take their sessionals seriously.
2. Principal expressed satisfaction in terms that Every department contributed in organizing student centric academic activities.
3. HOD's were asked to prepare perspective plan for the next semester.
4. It was decided to recommend up to date quality reference books for library.

Dr. Neeta Sharma
Coordinator


Dr. Sudesh Rawal
Principal

ACTION TAKEN REPORT

(2021-22)

Extension Lecture	
	<ul style="list-style-type: none"> ➤ Health & Hygiene ➤ Nutrition Week celebration ➤ Waste Management ➤ Financial Planning ➤ Kavi Sammelan
Cancer Awareness	
	<ul style="list-style-type: none"> ➤ Research Methodology ➤ Library Management ➤ Trees Management ➤ Segregation of Waste ➤ Personality Development
Day Celebrated	
	<ul style="list-style-type: none"> ➤ Holi Celebration ➤ International Women's Celebration ➤ International Mother's Day Celebration ➤ Yoga Day ➤ Lohri Celebration ➤ NSS Day ➤ Girl Child Day ➤ World Heart Day ➤ Red Cross Day ➤ National Youth Day ➤ National Mathematics Day ➤ Diwali Mela ➤ Hindi Pakhwara ➤ Science Day Celebration ➤ International Health Day Celebration
Certificate Course 30 Hours	
	<ul style="list-style-type: none"> ➤ Soft Skill ➤ Positive Healthy Life Style ➤ Language & Communication Skill ➤ ICT
Social Responsibility	
	<ul style="list-style-type: none"> ➤ Blood Donation Campus ➤ Street Plays on various Issues ➤ Covid-19 ➤ Vaccination Drive ➤ Blanket/mask Distribution Drive ➤ Sanitary pad Distribution

Workshop	
	<ul style="list-style-type: none"> ➤ Enhancing Reasoning Abilities and skills ➤ ICT Tools ➤ SSR Criterion ➤ Microsoft Excel ➤ NAAC Assessment and Accreditation ➤ FDP- Basic Computer Skills ➤ Tie & Dye ➤ Entrepreneurship Skills ➤ Segregation of Waste ➤ Stress Management & Personality Development
Maintenance of Building	
	<ul style="list-style-type: none"> ➤ Floor Repair ➤ Water Cooler Repair ➤ Renovation of Office
Technological Up gradation	
	<ul style="list-style-type: none"> ➤ 50 Computer Purchased ➤ Projectors Purchased
Cultural Activities	
	➤ 13 Prizes secured in 17 events participated
Sports Activities	
	➤ 5 Gold Medal, 4 Silver Medal, 5 Bronze Medal, at University Level. 5 students participated in University and State Level.
MOU's with other Institutes	
	<ul style="list-style-type: none"> ➤ Aarogya Bharti NGO, Kurukshetra ➤ Green Earth NGO, Kurukshetra ➤ Seth Haribaksh Lohia Jairam Girls College, Lohar Majra, KKR ➤ Rath Foundation NGO ➤ Heart fullness Education Trust (HET),Hydrabad ➤ Chetanya Career Consultants Pvt. Ltd. ➤ Hartron Training Centre, Kurukshetra ➤ Indian Research and Development Association (IRADA) ➤ Mahendra Educational Pvt. Ltd., Kurukshetra
Promotion of Research	
	<ul style="list-style-type: none"> ➤ 5 Paper published in National & International Journals ➤ 1 conference proceeding books -5
