

IQAC (Internal Quality Assurance Cell)

Activity Report (2018-19)

Following plan of action was discussed with HoDs and Deans and responsibilities were divided.

- - **Meeting of IQAC and HODs with Madam Principal in chair on 11.7.18**
- **Agenda** - To discuss the proposed plan of action for various activities for the session 2018-19 and plan its implementation.
- **Proceeding** of the IQAC committee meeting held on 11th July, 2018 at 2:00 pm in the Conference Hall with worthy Principal Madam-
- Following action plan was discussed and appropriate decisions were taken.

Plan of Action	Decision Taken
New courses and Teaching Learning	
To introduce new PG, UG and diploma courses under autonomy. As well as to extend B.Voc. Courses to M.Voc. Courses. Also to plan new courses from next session. To add value based courses in all UG programmes.	Admission is being done for new programme namely M.Sc. Chemistry, M.Sc. Zoology, M.A. Cosmetology, M.A. Fine Arts, M.A. Punjabi, M.A. Psychology, MA JMC and diploma courses as well as M.Voc.
To use innovative teaching –learning methods.	It was decided that each teacher will use ICT infrastructure and will get at least one lecture recorded as e-content.
To organise International Conference.	English Department will organise International Conference.
To organise workshops and extension lectures for students & teachers interaction with renowned resource persons	All the departments will hold workshops and extension lectures for students. Each Department will make tentative schedule and submit at reception to avoid overlapping.
To organise FDPs to improve professional competency of faculty and quality enhancement.	Department of Computer Science and Application in collaboration with IQAC will organise FDP in December.
To up-grade the syllabi of existing programmes.	All HODs and Deans were asked to upgrade syllabi of existing programmes as

	per global trends.
To send students for industrial training and in-field training	For enhancement of practical skills, students will be sent for industrial training in more programmes.
To organise exhibitions and fairs	It was decided that more exhibitions specially by vocational Departments and activities like inter college competitions Scibration and Brainstorm will be held.
To inculcate scientific temperament amongst students	
To carry out extended practical, projects, experimental workshops and other activities under Star College Scheme of DBT.	As College has gained Star Status, Science departments were instructed to carry out more student oriented activities.
To implement FIST project successfully.	Purchase of equipment and books will be completed under FIST grant
Research and Consultancy	
Research policy will be framed and initiatives will be taken to promote research.	Dr. Jatinderpal Dean Research was asked to frame the research policy and research promotion initiatives like allocation of seed money.
To inspire faculty to present papers in national and international seminars and conferences.	College will promote participation in National and International Conferences by providing delegate fees and duty leave.
e-publication of four journals (Panorama, The Oracle, Unmeelan and IJERCM) published by KMV and publication of books and department level journals.	IQAC and research committee will try to recommend these Journals to IQAC cell of University to be included in UGC approved list of Journals.
Faculty will be encouraged to publish papers in reputed Journals and to supervise more Ph.Ds	Faculty will be sensitized to publish papers in reputed Journals which are in Web of Science and Google Scholar.
Collaboration will be strengthened with National and International institutions for research	More emphasize will be laid on sending students for internships to Institutions of National importance.

Global Endeavours	
To Strengthen the collaboration with Foreign universities and to organise student exchange programmes.	More foreign universities will be explored for collaboration.
To try for signing MOU with more International universities.	MOU will be signed with Hungarian University and University of Fraser valley Canada.
Infrastructure Development	
To purchase more books and Journals for library	Faculty will be intimated to give requirement.
To add more labs in different departments and to upgrade labs under Kaushal Kendra for skill	DDU Kaushal Kendra will be expanded with infrastructure for B.Voc and M.Voc courses. New labs will also be added for new courses.
To purchase more equipments for science labs and upgrade ICT based infrastructure for new courses	Different purchase committees for DBT Star College grant, FIST grant and CPE grant will purchase the infrastructure
To upgrade the central software	
Governance and Leadership	
Under the status of autonomous College different committees will be formed.	Different statutory and non Statuary committees are formed under Autonomy
New policies like examination and evaluation policy, sports policy etc will be approved and implemented.	Responsibilities to frame and modify policies for examination & evaluation, sports policy, Extracurricular policy, sports and research policy were divided amongst different faculty members and their teams.
Student Support Activities	Dean student welfare and Dean ECA were given responsibility to implement planned activities and to strengthen various student welfare committees.

➤ **Faculty Development programme was organised by IQAC**

A Faculty Development Programme was organised by IQAC on 6.8.18 with all teaching faculty members at 02.30 p.m in Conference Hall to train the staff for online daily attendance on software portal.

The following points were discussed:

1. How to make groups of students as per time table of teachers.
2. How to mark attendance and assess registration page through teachers Id provided to them.

➤ **Faculty Development programme was organised by IQAC**

A Faculty Development programme was organised by IQAC on 15-09-2018 in Conference Hall at 12:00 pm. All Faculty members attended the FDP on 'Autonomous Colleges Concept and Functioning' by S.S. Chahal (Former Vice Chancellor) Partap University of Agriculture and Technology Udaipur.

➤ **IQAC Submitted AQAR of 2017-18 session on 7th December, 2018.**

➤ **5 Day UGC-CPE Faculty Development Program was organized by IQAC in collaboration with Department of Computer Science and Applications**



A 5 day UGC-CPE Faculty Development Program on "Innovations and Latest Developments in Academia and Research" was organized from 11th December to 15th December 2018. The 5 Day FDP successfully concluded with the scholars and academicians enlightening the participants about the Teaching-Learning Methods. The inaugural session of the final day was addressed by Dr. A.K. Bakshi, Vice Chancellor, PDM University, Bahadurgarh, Haryana . The topic of his talk was ICT-

enabled Higher Education in India: Challenges & Opportunities".



The second session of the day was also addressed by Dr Vimal Rarh, Joint Director, Guru Angad Dev Teaching-Learning Centre for MHRD. During her session The valedictory session was conducted after the lunch break. The Guest of Honor for the Valedictory session was Mr. Chandra Mohan, President, Arya Shiksha Mandal. Principal Prof. (Dr.) Atima Sharma Dwivedi gave floral welcome to Mr. Chandra Mohan. Mrs. Neerja Chandra Mohan, Member, KMV Managing Committee was also one of the esteemed guests present during the valedictory session.



➤ **IQAC submitted AISHE Data of the college on 11th February, 2019.**

➤ **Faculty Development Programme organized by IQAC on ‘Mentoring the Mentors’**

A Faculty Development programme was held on 14-02-2019 in Conference Hall at 02:30 pm. All Faculty members attended the FDP . Resource person for professional development activity was Dr. Atima Sharma Dwivedi. During this FDP Principal Madam guided the whole staff members about mentoring the students. Madam discussed her valuable views with all faculty members and said that teachers should help the students in such a way that the students rediscover themselves. Principal Madam discussed her views on importance of Mentoring for students.

➤ **IQAC Meeting with HODs and Deans under chairmanship of Principal Prof.(Dr) Atima Sharma Dwivedi–**

The meeting of IQAC core committee and HODs, Deans was held on 25-04-2019 at 1:00 pm in Conference



Hall.

After discussion of Academic Council meeting, Principal Madam appreciated the members and said every person has worked very hard under autonomy.

For new session:

1. Every department must prepare its admission promotion plan and explore its highlights regarding
 - Updated Syllabi
 - New courses
 - Infrastructure
 - Placements

- E-learning techniques
- Teacher quality etc.
- New examination system
- Extra activities

They should prepare academic calendar before vacations and submit to IQAC.

2. She asked teachers to promote each department through social media.
3. Department achievement like Job placements, International standard as well as college collaboration must be shared with students
4. Regarding research every department should have at least 2 Publications in Scopus. Principal Madam asked about publication from HODs and took feedback from HODs about papers published in their departments. Principal Madam praised some departments which have good publications. She also asked HODs to also involve students in research.