

Mehr Chand Mahajan DAV College for Women, Chandigarh

IQAC Meeting Series: October 22, 2020 to November 5, 2020

A series of meetings of the IQAC was held across two weeks to discuss various issues pertaining to the filling up of the AQAR to be submitted to NAAC in time. Following are the minutes of these meetings:

1. October 22, 2020: The first meeting in the series was held with the head and members of the College Profile and Criterion – I.

Agenda: Submission of AQAR 2019-2020 and discussion on College Profile and Criterion – I

Minutes:

1. Since the term of existing IQAC had expired in April 2020 during lockdown, it was decided to extend the term of the IQAC till December 2020.
2. It was also decided to place the AQAR 2019-2020 in front of the online meeting of the Governing Body/Standing Advisory Council.
3. Various questions of the Profile and Criterion – I, were discussed so that the teams could start completing AQAR.
4. It was decided to hold Parent Teacher Meeting in the Online mode.

Action Taken:

1. The term of the existing IQAC was extended due to the ongoing Pandemic.
2. The AQAR would be placed before the Governing Body/Standing Advisory Council before its submission. The same was done on 24 May, 21. AQAR was also placed in Governing Body Meeting held on 09.07.21.
3. The respective teams of the Profile and Criterion I included the relevant points in the final draft of IQAC.
4. PTM for various classes was held in the Online mode on 11-12 February, 2021




2.October 27, 2020: The second meeting focused on Criterion II & IV.

Agenda: Submission of AQAR-2019-2020. Upgradation of Infrastructure & Library

Minutes:

During the meeting it was decided

1. To increase the number of smart classrooms by installing smart boards/Multimedia devices.
2. To continue the Online Mentorship Programme so as to bridge the gap between the mentor and mentees. Mentorship Programme could also help in disseminating information about COVID-19.
3. To add more Books and Journals in the Library. The heads of the departments were asked to subscribe to more journals especially for PG students.

Action Taken:

1. 5 Multimedia Devices have been installed in five classrooms and all of them have been fitted with LAN to facilitate online teaching.
2. Online Mentoring of students of all classes has been initiated. Online Mentoring sessions were conducted on 7, 8 and 11 January, 2021 for various classes.
3. Each department was asked to buy new books worth Rs. 25,000/- at the earliest.

3.October 28, 2020: The third meeting focused on Criterion III.

Agenda: Submission of AQAR-2019-2020. Enhancing Research and Innovation

Minutes:

It was decided

1. To enhance Research and encourage Research Projects by students in various disciplines.
2. To encourage members of the faculty to apply for various Minor/Interdisciplinary and College-sponsored Projects. The same would

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over

be funded from the Seed Money worth Rs. 10 lakh allocated specifically for Research.

3. Institutional Innovation Council was advised to promote innovation and start-ups. The college IIC has received 4-star rating from MOE, GOI. The institution has dedicated annual budget of Rs. 10 Lakh for promoting innovations.
4. To set up an Incubation Centre in the campus to promote innovation and start-ups by students.
5. To offer Cash Incentives to the members of faculty who get their papers published in Journals approved by Scopus/Web of Science/UGC Care List.

Action Taken:

1. Research Projects by students in various disciplines have been sanctioned since then.
2. Members of the faculty have applied for following Minor/Interdisciplinary and College-sponsored Projects.

Nature of the Project	Name of the funding Agency	Total Grant Sanctioned
Minor Projects	Indian Council of Social Science and Research	Rs. 3,50,000 + overhead charges Rs. 17,500
Interdisciplinary Projects	Chandigarh Commission for Protection of Child Rights	Rs. 50,000
	Deptt of Science & Technology & Renewal Energy, U.T. Chandigarh	Rs. 75,000
Projects sponsored by the University/ College	Mehr Chand Mahajan DAV College for Women, Chandigarh	Rs. 14,400
	Mehr Chand Mahajan DAV College for Women, Chandigarh	Rs. 25,000
Students Research Projects (other than compulsory by the College)	Mehr Chand Mahajan DAV College for Women, Chandigarh	Rs. 9,500
	Mehr Chand Mahajan DAV College for Women, Chandigarh	Rs. 20,000
	Mehr Chand Mahajan DAV College for Women, Chandigarh	RS. 5000

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	Mehr Chand Mahajan DAV College for Women, Chandigarh	RS. 10,000
	Mehr Chand Mahajan DAV College for Women, Chandigarh	Rs. 7000
Total (Rs.)		Rs. 5,83,400

3. Cash incentives worth Rs. 74,000/- were given to the faculty members during January - December 2019 retrospectively; and a sum of Rs. 1,79,000/- from January - November 2020 for Papers published in Journals approved by Scopus/Web of Science/UGC Care List/Best Paper Awards/Research Projects etc.

4. The IIC was asked to look into the relevant policies for establishing the Incubation Centre.

4. November 3, 2020: The fourth meeting focused on Criterion VII.

Agenda: Submission of AQAR-2019-2020.

Minutes:

1. Suggestions for Improving the Best Practices of the College were sought.
2. It was decided that the topic of Cyber Security of Women should be included in the Q. 7.1.1.

Action Taken:

1. Environment Committee, Character Building Committee and Arya Samaj Committee were asked to promote value-based activities which could augment the existing Best Practices.
2. The Head of Criterion VII was asked to include the topic of Cyber Security of Women within Q. 7.1.1.

5. November 5, 2020: The fourth meeting focused on Criterion V and VI.

Agenda: Submission of AQAR-2019-2020. Enhancement of Student-Support.

Minutes:

[Handwritten signatures in blue and green ink]

Minutes:

1. Issues pertaining to awarding Scholarships to the students in place of Cash prizes at the end of the session were discussed.
2. It was decided to include student representatives in IIC and Character Building Committee.
3. It was decided that the Annual Alumni Meet would be conducted online by the Alumni Committee.
4. It was conveyed that for the benefit of the members of the faculty presenting papers abroad, partial travelling bill and full Registration Fee would be reimbursed.
5. It was also decided that more books should be added in the college library.

Action Taken:

1. The Scholarship Committee was asked to review the policy for awarding scholarships to the students.
2. Student representatives have been included in the IIC and Character Building Committee.
3. Annual
4. Alumni Meet was conducted online by the Alumni Committee on June 5, 2021.
5. 40 members of faculty have been reimbursed Registration fee since then.
6. Each department has been instructed to purchase new books for the library.


