



MAHARAJA AGRASEN COLLEGE
University of Delhi
VASUNDHARA ENCLAVE, DEIHI-110096

A Meeting of Internal Quality Assurance Cell was held with Principal on 15.05.2017 at 12:30 pm in the committee room. Following members were present:-

- ❖ Dr. Maneesha, IQAC Coordinator
- ❖ Mr. Rakesh Kumar, Assistant Professor, Dept. of Economics
- ❖ Dr. NibeditaKhuntia, Assistant Professor, Dept. of Biology
- ❖ Dr. A.K Thakur, Assistant Professor, Dept. of Journalism
- ❖ Dr. Swami Nandan, Assistant Professor, Dept. of Physics
- ❖ Dr. Jitendra Kumar Bhagat, Assistant Professor, Dept. of Hindi
- ❖ Dr. LateshKanoujia, Assistant Professor, Dept. of Computer Science
- ❖ Mr. Shahid Zafar, Assistant Professor, Dept. of BBE
- ❖ Mr. PiyushBhadani, Assistant Professor, Dept. of Economics
- ❖ Mr. Mahendra Ram, Assistant Professor, Dept. of Mathematics
- ❖ Dr. Sushil Yadav, Assistant Professor, Dept. of Mathematics
- ❖ Dr. Gitanjali Chawla, Associate Professor, Dept. of English
- ❖ Dr. Natasha, Associate Professor, Dept. of Electronics
- ❖ Dr. VandanaSoni, Associate Professor, Dept. of Chemistry
- ❖ Dr. Abha Sharma, Assistant Professor, Dept. of Hindi
- ❖ Dr. Sanjeev Kr Tiwari, Associate Professor, Dept. of Political Science
- ❖ Mr. Sultan Singh, Assistant Professor, Dept. of Business Economics
- ❖ Dr. Satyaprakash, Librarian
- ❖ Mr. Dipin Arora, Administrative Officer
- ❖ Mr. Rajender Bisht, Section Officer Accounts

Following matters were discussed in the meeting:-

- ❖ The matter related to the AQAR proforma which was to be submitted by TICs of respective departments by 15.05.2017 was discussed and deliberated. It was seen that some departments have submitted. Further, Teacher-In-charges of the other departments were requested to submit the information as mailed by the office latest by 20.05.2017
- ❖ The proforma for details of increase in infrastructure is to be emailed by the office to the Journalism Department also.

- ❖ The Coordinator IQAC requested the Teacher-In-charges to submit the following information for their department for the Academic Session 2016-17 by 20.05.2017
 - Quality improvement Strategies
 - Examination /Evaluation reforms
 - Development programs for faculty/ support staff (both in house and external) and workshop attended and organized by the Department.
 - Efforts to track student progression
 - Major grievances of students and their redressal
 - Measures adopted towards creation of learner centric environment
 - Details of remedial classes, if any
 - Details of placements
 - Best Practices of department
- ❖ The departments were requested to maintain a separate register for remedial classes and it was suggested that the matter related to remedial classes shall be recorded in the Departmental Minutes.
- ❖ The Chair requested that Monthly attendance of the students for every month to be submitted by all the teachers by the 5th of every month. Teachers-In-charge may kindly ensure compliance for timely submission. Those teachers who will not submit the Attendance in a time bound manner then their names will be put up on the notice board and necessary action shall be taken
- ❖ The proposal of some departments of farewell are still pending therefore the Chair suggested that the department shall plan their Annual Activity in an organized manner. Annual Activities proforma to be circulated after 20.05.2017.


(IQAC Coordinator)


(IQAC Chairman)