



जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060
Sir Ganga Ram Hospital Marg, New Delhi-110060

दूरभाष/Tel. : 49876630, ई-मेल/E-mail : jdmcollege@hotmail.com, वेबसाइट/Website : http://jdm.du.ac.in

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

Janki Devi Memorial College (University of Delhi)

Minutes of the IQAC Internal Meeting – 24 April 2024

A meeting of the internal members of the Internal Quality Assurance Cell (IQAC) was held on 24 April 2024 at 10 AM in the Committee Room. The meeting was attended by the following members:

Chairperson – Prof. Swati Pal

Members from Administrative Staff:

Mrs. Nivedita Sharma, Librarian

Dr. Kaushal Kishore, A.O.

Mr. Surinder Kumar, A.O.

Faculty Members:

Prof. Poonam Bewtra

Dr. Sudnya N. Kulkarni

Prof. Manisha Agnihotri

Dr. Vandana

Mr. Dinesh Ahirrao Bharat

Mr. Ankan Dhar

Members from Student Union:

Ms. Ananya Narang, President

Ms. Arushi Chauhan, Vice-President

Mentor: Dr. Shilpa Chaudhary

Coordinator: Prof. Payal Nagpal

1. The proceedings commenced with the Prof. Pal welcoming all the members. She apprised the house that the present meeting will soon be followed by a meeting of the IQAC with



Swati Pal



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- all the external members. She then proceeded towards an assessment of the activities conducted by the Institution, under the aegis of the IQAC, in the NAAC year of 2023-2024.
2. Prof. Pal mentioned that the successful signing of 5 MoUs with international HEIs under the Centre for International Programmes, the G20 celebrations in collaboration with the University of Delhi, and the second year of successful ISO Accreditation are the three highlights of the year 2023-24.
 3. The house discussed the excessive number of activities that are organised by committees/societies/clubs/centres in an academic year which is affecting the regular classes as well as fatigue of students. Prof. Nagpal suggested the need to streamline and downsize such activities, and activities of quality improvement should be identified and divided amongst various college constituencies.
 4. The Principal complimented the work of the Media Committee in representing the achievements of the college. Prof. Nagpal also mentioned that the college is working with PR/Media Consultants.
 5. Prof. Pal discussed the need to restructure the existing Gandhi Studies Circle into a Gandhi-Ambedkar Studies Circle. She also proposed the renaming of the Centre for Universal Values and Ethics into Centre for the Study of Indian Knowledge Systems. The members agreed to both the proposals.
 6. Prof. Agnihotri spoke about the need to equitably divide the work of committees/societies amongst all faculty members. Every teacher should not be part of more than 2-3 committees/societies. The Principal said the reconstitution of committees is required as almost a year has passed since the permanent appointment of teachers. She said she will be meeting teachers individually after the dispersal of classes.
 7. Prof. Nagpal began her presentation as the IQAC Coordinator.
 - a) The first point she reported was the Advisory Board of the Research Centre, and that experts should be added from all departments. Prof. Pal suggested that after the first cycle the money from the Vidyavati Foundation has stopped. So as the money is being given from the Student fund, students must be involved.
 - b) Prof. Nagpal also proposed that the disbursement of funds should be more streamlined.
 - c) The IQAC Coordinator also discussed the changes that were incorporated into the Student Progression forms made by the NIRF Committee to augment student data. Options regarding small businesses, businesses run from homes, short-term courses were included in the forms. The members also discussed other avenues of increasing student data in the future.
 - d) The low amount of student placements/internships was discussed. Ms. Narang reported that many students felt that the packages offered by the recruitment organisations were inadequate.



3. Narang Pal



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- e) Prof. Nagpal spoke about the upcoming conferences that were going to be organised by the Departments/Centres. This was as per the streamlining of conferences/seminars as discussed in the IQAC meeting on 1 November 2023.
- f) Prof. Pal informed the committee of the augmentation of digital infrastructure in the college through installation of additional smart boards in classrooms. Prof. Pal also intimated that the Governing Body had decided to initiate infrastructural development in the college such as the Indoor Sports Facilities; work has started in this direction. Prof. Kulkarni proposed the purchase of a Braille printer.
- g) The IQAC Coordinator proposed that all tutorials in the last month of a semester be converted into remedial classes. This would augment the number of remedial classes taken by teachers as well hugely benefit students who have missed classes.
- h) Prof. Nagpal also proposed that all departments must collect a minimum of 2 records of mentoring and remedial classes, each, for AQAR purposes.
- i) Prof. Nagpal informed everyone about the successful ISO training, Refresher Course for ISO trained faculty and a Risk Assessment Programme for both batches.
- j) Prof. Pal also proposed ISTM training in Delhi.
- k) Prof. Nagpal also intimated that the Internal Complaints Committee will be organising a session on POSH law shortly, for all the staff members.
- l) To increase sensitisation towards the differently abled and create an equitable atmosphere for them a centre for the Study of Disability Inclusion has been set up. The college has signed an MoU with Bal Bharti School and Springdales School. The college also signed an MoU with Devnar Junior and Degree College.
- m) IQAC encouraged the method of participative governance by encouraging students to taken on mentorship and activities related to discipline and cleanliness; the students submitted formal reports for the same.
- n) Prof. Nagpal showcased through the website the work done by IQAC throughout the year.

The meeting was concluded with a vote of thanks by the IQAC Coordinator.

Prof. Payal Nagpal
IQAC Coordinator

Prof. Swati Pal
Principal



Swati Pal