

I.B. (PG) COLLEGE, PANIPAT

Proceedings of the 17th Meeting of Internal Quality Assurance Cell

The 17th meeting of the IQAC of the college was held **in blended mode** on **23.12.2022** at 1:00 pm in Conference Room, Ground Floor, Science Block. Following members attended this meeting:

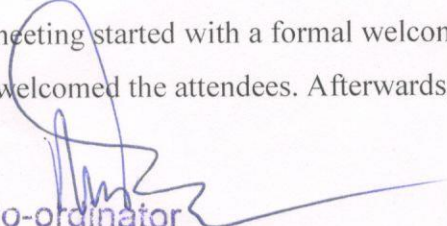
1. Dr. Ajay Kumar Garg, Principal-cum-Chairperson IQAC
2. Dr. Mohd. Ishaq, Associate Professor, Co-ordinator IQAC
3. Dr. Nidhan Singh, Associate Professor
4. Dr. Arpana Garg, Associate Professor
5. Dr. Vikram Kumar, Assistant Professor
6. Dr. Nidhi, Assistant Professor
7. Ms. Madhvi, Assistant Professor
8. Dr. Parveen Kumar, Librarian
9. Sh. Yudhishter Miglani, Management Representative
10. Dr. R.P. Chauhan, External Expert Academics (online mode)
11. Sh. Bharat Chhabra, Associate Professor (HES), Alumni Representative
12. Dr. Jinender Jain, PGT, Panipat (online mode)
13. Ms. Himanshi Vats, M.A. (Final) English
14. Ms. Shruti, B.A. 3rd Year
15. Mrs. Mamta, Technical Assistant

Following Member could not attend the meeting:

1. Sh. Ashwani Mittal, Management Representative
2. Sh. Gagan Kansal, Industry Representative, Panipat

Proceedings:

A. The meeting started with a formal welcome note from the co-ordinator, Dr. Mohd. Ishaq, who warmly welcomed the attendees. Afterwards, he sought permission to start the proceedings.


Co-ordinator
Internal Quality Assurance Cell
I.B. (PG) College, Panipat

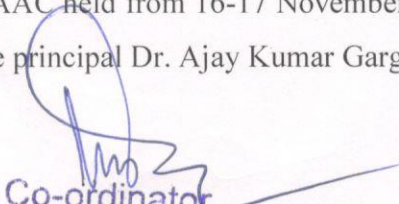

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B. The co-ordinator, Dr. Mohd. Ishaq informed the house about the agenda of the day's meeting and he sought the confirmation of minutes of the previous meeting held on August 29, 2022. The agenda points have been:

- **17.1** To confirm the minutes of 16th Meeting held on August 29, 2022 and to present the action taken report.
- **17.2** To get approval of AQAR for session 2021-2022.
- **17.3** To discuss the latest update of the NAAC accreditation process of the Institution.
- **17.4** Any other item, with permission of the Chair.

The meeting proceeded as under:

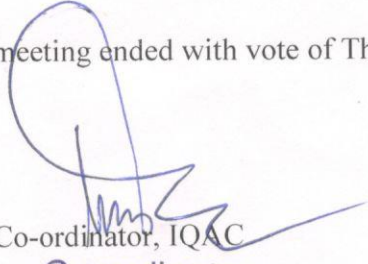
- **17.1** Dr. Mohd. Ishaq detailed the house about various actions taken towards the fulfilment of suggestions and other inputs received from the members of IQAC as well as from other stake holders from time to time, since the last meeting. After detailed deliberations, the house confirmed the minutes of previous meeting.
- **17.2** The next point of discussion has been the approval regarding AQAR submission for the latest completed year. The house was informed that the data consolidation for the last completed year is complete, and we are ready to go to the next phase. As the NEP is rolling in, there will be certain landmark changes in academic layout of the educational institutions, and thereby the accreditation process may be transformed accordingly. The latest update of the NAAC accreditation process of the higher education institutes (HEI's) was deliberated upon in detail. Dr. Mohd. Ishaq discussed about the latest developments regarding the grading system of the NAAC. Dr. Ishaq further informed the house that the NAAC body is looking to make accreditation process as a binary process, i.e. a two way process, whereby the HEI's shall be tagged as either accredited or to be accredited. NAAC, NIRF (National institutional Ranking Framework), and NBA (National Board of Accreditation) will be merged into a meta-accrediting body named National Assessment Council (NAC). The said views were also echoed in the 'Hand Holding Programme' with NAAC held from 16-17 November, 2022 at MDU, Rohtak and the same was attended by the principal Dr. Ajay Kumar Garg and coordinator IQAC, Dr. Mohammad Ishaq.


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- **17.3** Dr. Vikram Kumar informed that we are going for submission of Institutional Information for Quality Assessment (IIQA) soon, along with SSR, as per present procedure and timelines. Most probably this shall be done within a fortnight from now. Prof. R.P. Chauhan and Bharat Chhabra sought some clarifications regarding benchmarks, which were responded by the Chairperson IQAC, Dr. Ajay Kumar Garg.
- **17.4** The student representative Ms. Shruti expressed her concern about some minor issues of the Girls Wing of the college. To this point, Principal Dr. Ajay Kumar Garg assured that the need of replanting some more patches of grass, wherever required, along with some additions to the existing seating arrangements will be done as soon as possible (Action to be taken by: Horticulture & Landscape Committee). Ms. Himanshi stressed on the additional invited talks for the PG students of the Department of English. This point was also taken as an immediate concern.

C. The meeting ended with vote of Thanks by Dr. Mohd. Ishaq.


Co-ordinator, IQAC
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Internal Quality Assurance Cell
I.B. (PG) College, Panipat


Principal-cum-Chairperson IQAC
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MINUTES OF EXTENDED IQAC-NAAC MEETING (02.02.2023)

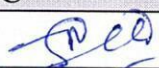
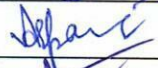




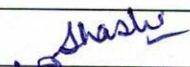
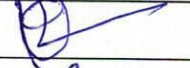


A meeting, under the Chairmanship of Dr. Ajay Kumar Garg, Principal-cum-Chairperson IQAC was held on **02.02.2023 at 2:00 pm**. The proceedings of the meeting can be read as under:

- ❖ **17A.1** At the outset, Dr. Ajay Kumar Garg informed the house that as we are fastening up for NAAC Accreditation, the focus of this meeting is review of NAAC Accreditation process of the college. We may require more such meetings to be held in future, the minutes of all extended meetings will be put forward for approval in the next full house meeting of IQAC. Therefore, we consider this meeting to be a continuation of 17th Meeting of IQAC, which was held on December 23, 2022.
- ❖ **17A.2** Dr. Ajay Kumar Garg further discussed that we have progressed a lot towards the data submission for second cycle of NAAC Accreditation. After approval of four years of AQARs (Session 2017-18, 2018-19, 2019-20 and 2020-21), the data consolidation for five years is the final step in this direction. He continued by telling the house that before submission of SSR, we need to get IIQA approval from NAAC. The house was informed that we will get 45 days for SSR submission after we get approval of IIQA. Therefore, it is quite essential that all the data should be consolidated as per the format of the NAAC portal.
- ❖ **17A.3** Dr. Ajay Kumar Garg urged various stakeholders of the Accreditation Process to complete the tasks well in time, so that there is no inordinate delay in the process.
- ❖ **17A.4** Answering certain queries by the members about preparedness for interaction with peer team visit, Dr. Ajay Kumar Garg elaborated that we certainly have time to prepare at this moment, but a systematic and consistent approach is required to finish the preparations. The departmental heads and conveners of various bodies must be prepared with presentations, highlighting the achievements of students, faculty and institution as a whole.
- ❖ **17A.5** The meeting ended with concluding remarks and vote of thanks by Dr. Mohd. Ishaq, co-ordinator IQAC


Co-ordinator
Internal Quality Assurance Cell
I.B. College, PANIPAT


Principal
I.B. (PG) College, Panipat

The meeting was attended by the following:

INTERNAL MEMBERS OF IQAC	
Dr. Nidhan Singh, Associate Professor	
Dr. Arpana Garg, Associate Professor	
Dr. Vikram Kumar, Assistant Professor	
Dr. Nidhi, Assistant Professor	 Nidhi
Ms. Madhvi, Assistant Professor	
Dr. Parveen Kumar, Librarian	
OTHER INVITEES	
Prof. Ranjana Sharma, NAAC Criterion-6	
Dr. Shashi Prabha, NAAC Criterion-5	 Shashi
Dr. Kiran Madaan, NAAC Criterion-4	
Dr. Sunit Sharma, NAAC Criterion-2	
Prof. Neelam Dahiya, NAAC Criterion-1	 Neelam


Dr. Mohd. Ishaq

Co-ordinator, IQAC & NAAC
Co-ordinator
Internal Quality Assurance Cell
I.B. College, PANIPAT


Dr. Ajay Kumar Garg

Principal
Principal
I.B. (PG) College, Panipat

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MINUTES OF THE IQAC IN-HOUSE MEETING (08.05.2023)

Meeting of the Institutional Members of IQAC, NAAC 7-Criteria In-charges and under-mentioned Cells/Committees in-charges was held on **08th May, 2023 at 11:00 a.m.** in the Seminar Hall under the aegis of IQAC. The following agenda point was the focus of discussions:

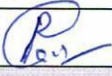

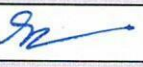
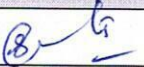
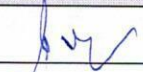
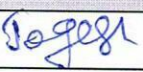
Agenda: Consolidation of data for SSR Purpose and to assess the preparedness for NAAC Accreditation, Peer Team Visit and any other contextual issues.

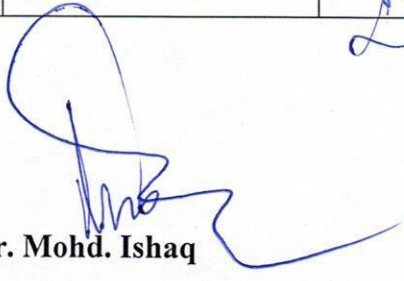
The proceedings of the meeting have been, as under:

- ❖ **17B.1** At the outset, Dr. Ajay Kumar Garg expressed his pleasure and informed the house that we have got regular appointments done and many of the new members of faculty have joined the college, and some of them are with us in this meeting. This will certainly have positive impact on the institutional assessment and accreditation process. Moreover, the addition of capable human resource is always a step towards gaining strength.
- ❖ **17B.2** Dr. Ajay Kumar Garg asked various conveners about the recent status of data consolidation for SSR, as discussed in the previous meeting. He informed the house that we have successfully submitted IIQA, and its approval is awaited. As soon as its approval is received, the next phase, i.e. SSR submission also opens.
- ❖ **17B.3** Dr. Vikram Kumar, member IQAC detailed the house about the data consolidation status and also informed that IIQA submission was completed on April 17, 2023 and we can hope for its approval in a fortnight from now.
- ❖ **17B.4** Dr. Ajay Kumar Garg urged the conveners and members of various bodies attending the meeting, to continue the co-ordination and support with the IQAC office of the college and crosscheck the data provided with what is going to be submitted to avoid discrepancies. Also, he suggested undertaking extra efforts for co-curricular aspects these days, as the teaching work is paused due to examinations. He assured to keep the house updated on any updates received from NAAC, and also that we may meet again to analyse the progress.
- ❖ **17B.5** The meeting ended with concluding remarks and vote of thanks by Dr. Vikram Kumar, member IQAC.

Following were the attendees of the meeting:

IQAC				
1. Dr. Nidhan Singh, Associate Professor				
2. Dr. Arpana Garg, Associate Professor				
3. Dr. Vikram Kumar, Assistant Professor				
4. Dr. Nidhi, Assistant Professor				
5. Ms. Madhvi, Assistant Professor				
6. Dr. Parveen Kumar, Librarian				
Criterion Point 1: Curricular Aspects			Criterion Point 2: Teaching Learning & Evaluation	
		Signature		
1.	Prof. Neelam Dahiya		1.	Dr. Sunit Sharma
2.	Prof. Sonia		2.	Dr. Nidhan Singh
			3.	Prof. Pawan Kumar
			4.	Dr. Bhagwant Kaur
Criterion Point 3: Research Innovation & Extension			Criterion Point 4: Infrastructure & Learning Resources	
		Signature		
1.	Dr. Vikram Kumar		1.	Dr. Kiran Madaan
2.	Dr. Himanshi		2.	Dr. Parveen Kumar
			3.	Dr. Anjali
Criterion Point 5: Student Support and Progression			Criterion Points 6: Governance, Leadership and Management	
		Signature		
1.	Dr. Shashi Prabha		1.	Prof. Ranjana Sharma
2.	Dr. Arpana Garg		2.	Dr. Poonam Madan
Criterion Point 7: Institutional Values & Best Practices			PPT Presentation	
1.	Dr. Mohd. Ishaq		1.	Dr. Nidhan Singh
			2.	Dr. Arpana Garg
			3.	Dr. Chetna Narula
			4.	Dr. Monika Verma
Bursar (Accounts Branch)			Committee Against Sexual Harassment	

1.	Dr. Rameshwar Dass		1.	Dr. Seema	
SC/ST Cell			Swami Vivekanand Youth Cell		
1.	Dr. Gurnam		1.	Dr. Sunita Rani	
NCC/Sports			NSS		
1.	Lt. Rajesh Kumar		1.	Dr. Jogesh	


Dr. Mohd. Ishaq

Co-ordinator, IQAC & NAAC
Co-ordinator
Internal Quality Assurance Cell
I.B. College, PANIPAT


Dr. Ajay Kumar Garg

Principal
Principal
I.B. (PG) College, Panipat

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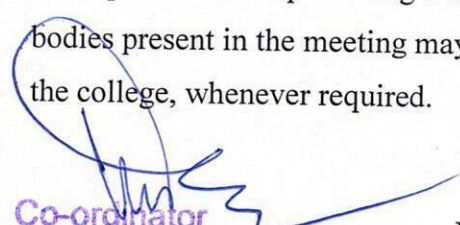
MINUTES OF THE IQAC IN-HOUSE MEETING (27.05.2023)


In-house (extended) Meeting of the Institutional Members of IQAC, NAAC 7-Criteria In-charges and various Cells/Committees in-charges was held on **27th May, 2023** (11:00 a.m. onwards) in the Seminar Hall, to discuss the following:

Agenda: Review of Data Consolidation for SSR Purpose, vis-a-vis last extended meeting on May 08th, 2023, along with any other contextual issues.

The minutes of the meeting are being presented as below:

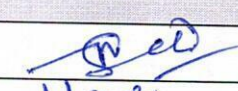
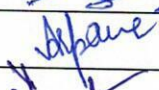
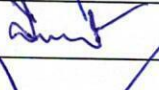
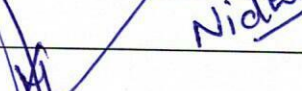

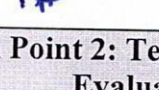
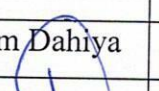



- ❖ **17C.1** Principal and Chairperson IQAC Dr. Ajay Kumar Garg foremostly informed the house that the proceedings of all the extended meetings are being recorded and will be got approved in the next full house meeting of IQAC (Attention: Dr. Mohd Ishaq, Co-ordinator IQAC).
- ❖ **17C.2** Dr. Ajay Kumar Garg informed the house that IIQA approval is still awaited and seems quite close. After the anticipated approval, the portal for SSR submission will open, giving a 45 days' time slot. Incidentally, the time phase we are in, coincides with the summer break. Thus, we can exclusively devote this time for this huge task of data compilation in the SSR format. He also informed the house that the Student Satisfaction Survey will also commence after we submit the SSR. For this purpose, we are expected to provide the e-mail addresses of all the enrolled students of the institution. NAAC will randomly send required number of e-mails for responses from students.
- ❖ **17C.3** Dr. Vikram Kumar, member IQAC informed the house about that, the e-mail addresses of the students are a part of the SSR format and we are ready with this database. He also urged various stakeholders to re-check the year-wise data provided before it is consolidated in a five year format, as required by NAAC.
- ❖ **17C.4** Dr. Ajay Kumar Garg assured that a technical support team will be continuously available in the IQAC office, for smooth completion of the task. He also opined that despite being a vacation period, conveners and members of various bodies present in the meeting may be required to physically come to IQAC office of the college, whenever required.


Co-ordinator
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I.B. College, PANIPAT


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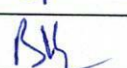
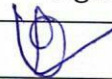
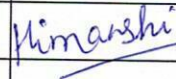

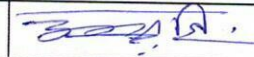
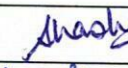
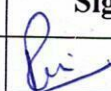
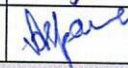
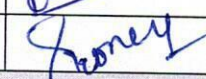
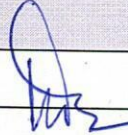
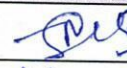
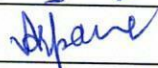
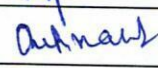

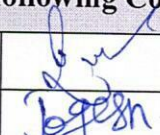
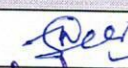
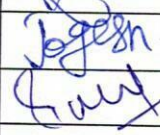
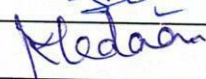
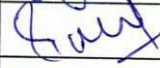



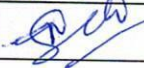
- ❖ **17C.5** Dr. Vikram Kumar, member IQAC informed the house that data consolidation process is in progress, and most of the requirements will be revealed only after the portal is open for SSR submission. There may be certain formats, which may require re-structuring or complete modification. All the concerned will be updated and will be required to co-ordinate, as and when required.
- ❖ **17C.6** Dr. Ajay Kumar Garg reviewed the progress of all the 7-point-Criteria, with the concerned in-charges. The in-charges expressed their views about their respective criteria and it was to the satisfaction of house that most of the data have been compiled as per requirement. However, they agreed to fully co-ordinate with the data consolidation team, whenever there is a need for the same.
- ❖ **17C.7** Dr. Ajay Kumar Garg further sought the opinion of the house for next steps that will follow the SSR approval. Dr. Mohd. Ishaq, co-ordinator IQAC expressed that it is already resolved that all the constituted bodies of the college including IQAC must be ready for the presentation before the Peer Team of NAAC. Alongside, all the departments must highlight the achievements of students and faculty through various display boards and other methods. As today we have with us many conveners of various cells/ committees etc., it is high time to assess the overall preparedness for our assessment procedure to be completed in the near future. Dr. Ajay Kumar Garg sought the opinion of various in-charges on this issue and told the house that all of us can expect a very good presentation and preparedness for the mammoth task with us.
- ❖ **17C.8** The meeting ended with vote of thanks by Dr. Nidhan Singh, member IQAC.

The attendees of the meeting have been:

IQAC					
1. Dr. Nidhan Singh, Associate Professor					
2. Dr. Arpana Garg, Associate Professor					
3. Dr. Vikram Kumar, Assistant Professor					
4. Dr. Nidhi, Assistant Professor					
5. Ms. Madhvi, Assistant Professor					
6. Dr. Parveen Kumar, Librarian					
Criterion Point 1: Curricular Aspects			Criterion Point 2: Teaching Learning & Evaluation		
		Signature			Signature
1.	Prof. Neelam Dahiya		1.	Dr. Sunit Sharma	
2.	Prof. Sonia		2.	Dr. Nidhan Singh	

Co-ordinator
Internal Quality Assurance Cell
I.B. College, PANIPAT

Principal
I.B. (PG) College, Panipat

			3.	Prof. Pawan Kumar	
			4.	Dr. Bhagwant Kaur	
Criterion Point 3: Research Innovation & Extension			Criterion Point 4: Infrastructure & Learning Resources		
		Signature			Signature
1.	Dr. Vikram Kumar		1.	Dr. Kiran Madaan	
2.	Dr. Himanshi		2.	Dr. Parveen Kumar	
			3.	Dr. Anjali	
Criterion Point 5: Student Support and Progression			Criterion Points 6: Governance, Leadership and Management		
		Signature			Signature
1.	Dr. Shashi Prabha		1.	Prof. Ranjana Sharma	
2.	Dr. Arpana Garg		2.	Dr. Poonam Madan	
Criterion Point 7: Institutional Values & Best Practices			PPT Presentation		
1.	Dr. Mohd. Ishaq		1.	Dr. Nidhan Singh	
			2.	Dr. Arpana Garg	
			3.	Dr. Chetna Narula	
			4.	Dr. Monika Verma	
Conveners of following Committees/Cells/Clubs/Associations					
1.	NCC & Sports		2.	Website Committee	
3.	NSS		4.	Women Cell	
5.	Legal Literacy Cell		6.	Youth Red Cross	
7.	Sanskarshala Club		8.	Placement & Career Guidance Cell	
9.	Road Safety Club		10.	Alumni Association	
11.	Cultural Committee				


Dr. Mohd. Ishaq

Co-ordinator, IQAC & NAAC
Co-ordinator
Internal Quality Assurance Cell
J.B. College, PANIPAT


Dr. Ajay Kumar Garg

Principal
Principal
I.B. (PG) College, Panipat