

## **Proceedings of the meetings held on 25<sup>th</sup> July 2016**

- Mrs. Madhu Sethi, Co-ordinator IQAC read out the proceedings of the last meetings.
- Dr. Archana Garg, Principal and chairperson of IQAC acquainted the members with the activities of the session 2015-2016 and also asked suggestions for the coming session.
- Dr. Kulwinder Kaur elaborated the skill based activities undertaken in the college during the session 2015-2016.
- Sh. Sudesh Sharma ji emphasized upon the need to make teaching- learning process more useful and interesting. He also suggested preparing action plan for academic, administrative and financial policies.
- Dr. Raghubir Walia appreciated the research activities of the faculty. She suggested to arrange remedial classes for weak students and to give more exposure to students to make teaching-learning interactive.
- Mrs. Gulshan Yadav stressed on the need to develop linkages to provide more exposure to the students.

### **Action Taken Report**

- A calendar is prepared for the proposed academic and co-academic activities for the coming session and it is mentioned in the college prospectus.
- To help out the weak students, departments of Commerce and Computer Science arranged remedial classes.
- To make teaching- learning useful, interesting and interactive, students were involved in competitions viz-
  - RJ Hunt
  - E-Drawing
  - Selfie competition
  - OTBA (open text book assessment)
  - Pen – Portraits of Literary Icons
  - Inter-class Quiz by departments of Commerce and Economics
  - Inter- class Brain Twister competition by department of Mathematics
  - Hobby classes on Art & Craft was organized in the month of April 2017 by departments of Home Science and Fashion Designing to make the students expert in one or the other skill to be self-independent.

### **Proceedings of the meeting held on 15<sup>th</sup> February, 2017**

- Dr. Archna Garg appraised the house about sending a proposal of new courses to the university to meet the global needs of the students. The courses are:
  - Post graduate Diploma in Cosmetology
  - Post graduate Diploma in Web-Designing
  - Post graduate Diploma in Financial Services
  - Under graduate Diploma in Stitching and Tailoring
  
- Sh. Sudesh Sharma laid stress on Women Empowerment and Human Rights
- Mrs. Raghubir Walia emphasized on the need to organize talks on Voting Behavior and Demonetization.
- Ms. Manpreet Kaur, Head Girl put forward the demand to start MBA and MCA in the college. Madam Principal explained that these courses can't be started in our college as these are professional courses.

### **Action Taken Report**

- International Women's Day was celebrated on 8<sup>th</sup> March 2017 to aware the students of women rights.
- It was planned to organize seminars and competitions to acquaint the girl students about their rights.
- It was decided to conduct activities on Voters Day i.e. 25<sup>th</sup> January every year to enlighten the new voters to use their vote judiciously and righteously.
- Department of Commerce planned to organize a seminar and group discussion on Demonetization in the coming session.