

DAV CENTENARY COLLEGE, FARIDABAD

IQAC

Sub: Minutes of Meeting 2017-18

Opening Meeting of the College IQAC for the Session 2017-18 held on 02-02-2018

1. Confirmation of the minutes of the last meeting.
2. Starting New Courses like B.Sc. (Hons.), B.A. (English Hons.), & starting another unit of B. Com (Hons.)
3. Implementation of all guidelines issued by the Directorate of Higher Education, Haryana, including those related to submission and implementation of Daily Lessons Plan and the student Mentorship Programme etc.
4. Installation of an elevator in the college
5. Settings up of a Gymnasium in the college
6. Purchase of 60 more personal computers for the computer labs and 60 more desks for classrooms
7. Placing on record the appreciation of the important activities and achievement of EMA, Sports, Department of Science and Geography, NCC, NSS, Legal Literacy Cell, Youth Red Cross Unit & that of the Conveners, Coordinators and the members of thereof
8. Conferences to be organized by the different departments with the goal of at least one conference by each department
9. More focus on college placements
10. Any other items will the permission of the Chair
11. The expected outcomes of every conference/seminar held in the college should be written down. There should be a review meeting review committee to examine the outcomes and pass on their views and observation to the organizer of the next conference in the college. Also there should be more involvement of students in the conferences/seminar/workshops held in the college.
12. A Music Society should also be set up in the college by way of promoting fine arts.
13. A Theatre Society should also be formed in the college. Also marketing and investment Cells should be set up.
14. As for college societies, they should be run by students with the help of and under the guidance of teachers.
15. Provision should be made for starting Mental Counseling in the college in view of increasing incidence of mental and physiological issues in society.
16. It should be ensured that a good number of functions are organized in the college in which the students are actively involved so as to enhance their learning experience.
17. The college should start its own FM Community Radio. Shri Rajive Chawla, a noted industrialist and a worthy member of the college IQAC, expressed his inclinations towards responsibility sharing if such a project saw the light of the day.

18. An eco-system should be created in the college for increasing consultations and training by the college faculty with the revenue sharing arrangement with the college. A bridge need to be built between teaching and consultancy.
19. Visiting and adjunct faculty should be encouraged and promoted so as to enrich the students' learning experience.
20. Effective steps should also be taken by the College IQAC to help and guide weak students

Closing Meeting of the College IQAC for the Session 2017-18 held on 19-09-2018

The Closing Meeting of the College IQAC for the Session 2017-18 was held at 2:15 p.m. on 19-09-2018 in the IQAC Room with the Principal in the chair. The following business was transacted in the meeting:

1. The Agenda of the meeting was read out.
2. The Minutes of the Opening Meeting of the College IQAC for the Session 2017-18 held on 02-02-2018 were confirmed.
3. A report (Report enclosed) on the action taken by the College IQAC on the suggestions made and the plan of action prepared and approved in the Opening Meeting of the Session 2017-18 was read out and it was placed on record that most of the eighteen initiatives previously decided open/suggested had been implemented with only four of them being in the process of being implemented.
4. The House placed on record its appreciation of the work done by the college led by the IQAC during the year towards quality assurance and enhancement.
5. The meeting came to an end with a vote of thanks to the Chair.

(Dr. Satish Ahuja)
Principal

(Arun Bhagat)
Member Coordinator, IQAC

Action Taken Report 2017-18:

1. As for starting new courses like B.Sc. (Hons.), BA English (Hons.) and starting another unit of B.Com. (Hons.), the matter is under process and we are hopeful that the college will be able to start these courses from the next academic session.
2. As for implementing the guidelines issued by the Directorate of Higher Education, Haryana, including those related to submission and implementation of Daily Lesson Plans and the Student Mentorship Programme etc., all such guidelines were complied with promptly and seriously.
3. As proposed in the previous meeting, an elevator has been installed in the college, particularly for the convenience of the differently abled and the elderly.
4. Also, as planned, a Gymnasium has been set up in the college during the year gone by.
5. As decided in the Opening Meeting for the year, 60 computers were purchased and installed during the last academic session. Also 33 desks were purchased for class rooms.
6. As for extra-curricular activities, the EMA students, like in previous years, won Overall Championship Trophies in both the Zonal and Inter Zonal Youth Festivals in 2017-18. As for sports, the college won as many as 23 University Sports Championships during the year. A particular sportsperson was given a Cash Prize of Rupees 3 lakh. Also our sportsperson got many other positions at the National and International Level. Two of our NCC Cadets were selected to participate in the National Republic Day Parade at Janpath. Our students won five prizes at State Level Events under the banner of the College Legal Literacy Cell. In the Blood Donation Camps held in the College at the behest of the College NCC, NSS and Youth Red Cross Units, more than 300 units of blood were collected. As suggested in the Opening Meeting, all these fine achievements are being placed on record.
7. As for conferences, the PG Department of Commerce joined hands with the College IQAC to organize a DGHE, Haryana, sponsored National Conference on the theme '**Teaching Learning Evaluation**'. Also the Department of Business Administration organized a National Level Paper Presentation Contest and the Department of Commerce (SFS) organized a National Level Quiz during 2017-18.
8. The College Placements saw a quantum jump from 180 in 2016-17 to 313 in 2017-18 which goes to show that the College is taking the placement work very seriously.

9. As suggested in the Opening Meeting, a review committee examined the outcomes of the National Conference held during the year 2017-18 and their views and observations were placed in the public domain so that the organizers of the coming conferences could benefit from those observations. Also it was ensured that the students participated very actively in the planning and organization of the conference.
10. As for starting a Music Society in the College, a Music Club was set up during the year with a separate room on the top floor of the PG Block.
11. A Theatre Society and a Marketing and Investment Cell are very much operational in the college as of now.
12. As for the suggestion that the students should run different societies under the guidance of the teachers, it has been taken seriously and the student involvement in the running of the societies has gone up.
13. As for starting mental counseling in the college, the matter is very much under consideration.
14. As for the active involvement of the students in college functions, the college organized a National Fest and the Gita Premier League in February, 2018. The mega events were very much organized by the students under the watchful eyes of the teachers.
15. As for the college starting its on FM Community Radio, the proposal has been sent to the concerned ministry of the Union Government for their permission.
16. As for the next suggestion, the College faculty is being very much encouraged to take up consultancy and training work with a revenue sharing arrangement with the college. A proposal with regard to such revenue sharing has already been sent to the DAV College Managing Committee, New Delhi, for their approval.
17. We have a steady stream of visiting faculty which is giving a fresh perspective and rich exposure to the students of the different college faculties.
18. The IQAC has tried to ensure that as many as possible special classes for weak students are organized by the different departments of the college.