



RCCV/IQAC/20-21/3

Date: 31/07/2020

NOTICE

The 3rd meeting of the **Internal Quality Assurance Cell (IQAC)** of **RCCV Girls College** in academic Session 2020-21 will be held on **6 August 2020** (Thursday) at **2 p.m.** in the meeting room. All the members are requested to attend.

Agenda: -

1. To approve the minutes of the previous meeting.
2. To adopt measures for, Curriculum implementation, delivery and evaluation process during the Covid19 Pandemic
3. To update ICT Resources
4. Systematic Collection of Feedback from the stakeholders and bring improvement in the overall functioning of the institute.
5. To discuss about the Results of Odd Semester
6. To organize Guest Lectures
7. To spread awareness about NEP
8. To organize outreach programs during Pandemic to serve the society
9. Any other subject with permission of the Chair.


IQAC Coordinator

IQAC.Coordinator


Principal

Principal
R. C. C. V. Girls College
Ghaziabad (U.P.)

Affiliated to C.C.S. University, Meerut and AKTU, Lucknow
(Approved by NCTE and AICTE)

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Campus 2: A-6 (II), Sector-22, Meerut Road, Ghaziabad. Pincode - 201003 U.P. (India)

E-mail: rccvpgcollege10@gmail.com . rccvnaac@gmail.com Phone No: 0120-4163604



Minutes of 3rd Meeting of IQAC held on 6 Aug. 2020(Thursday)

The formal meeting started on a welcome note by IQAC Coordinator. The Chairperson requested all the members for open house discussion on various Agenda of the meeting to maintain quality and excellence at the institution. The following points were discussed in the meeting:-

1. To approve the minutes of the previous meeting and action report

Members unanimously approved minutes of the previous meetings along with action taken report.

2. To adopt measures for Curriculum implementation, delivery and evaluation process during the Covid 19 Pandemic

Academic committee instructed to adopt measures for, Curriculum implementation and delivery during the Covid 19 Pandemic. It was discussed to switch to Online Mode for Curriculum Planning and Implementation due to COVID19 Pandemic. The lectures should be delivered through Google classrooms and Microsoft Teams, Content will be shared in the form E-Notes/ YouTube Video lectures. Internal Exams, Webinars, presentations, Club activities workshops, Guest lectures, etc. should be organized on virtual mode as per Academic calendar.

3. To update ICT Resources

Members were informed that End User Licenced Applications of MS Team and Zoom purchase process was going on for smooth functioning of academic and administrative work.

4. Systematic Collection of Feedback from the stakeholders and bring improvement in the overall functioning of the institute.

IQAC members also discussed to introduce Online Feedback System from all stakeholders . Detailed analysis of feedback would be held, and action would be taken as per the analysis report .

5. To organize Guest Lectures

Coordinator – IQAC shared the report of the Guest lecturers conducted in the last semester. It was discussed that more number of FDP's should be planned for next semester in virtual mode due to covid pandemic. HOD's were asked to encourage

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the faculty to attend more FDP's and webinars.

5. To spread awareness about NEP

Coordinator –IQAC discussed about the proposed NEP 2020 curriculum to be introduced by the University. HOD's were asked to encourage the faculty to attend FDPs, seminars and workshops regarding NEP. It was decided that online discussion on NEP 2020 would be arranged for all the faculty members on virtual mode.

6. To organize outreach programs during Pandemic to serve the society

Community Service and Student support activities as Mask distribution, Food packet distribution and Ration Distribution in association with Rotary club of Ghaziabad were organized. Any other subject with permission of the Chair.

Meeting ended with vote of thanks to the Chair.

IQAC Coordinator

IQAC.Coordinator

Principal

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Ram Chameli Chadha Vishvas Girls College Ghaziabad

AISHE CODE : C-28591

Attendance Sheet

3rd Meeting of Internal Quality Assurance Cell (IQAC) - (2020-21)

Dated: 6 Aug 2020 (2S:00 p.m.)

<u>IQAC MEMBERS</u>			Signature
Chairperson			
1.	Dr. Neetu Chawala	Principal, RCCVGC	
Members from the Management			
2.	Mr Krishna Vir Singh Sirohi	President, RCCVGC Society	
3	Dr Geeta Malhotra	Secretary, RCCVGC Society	
IQAC Coordinator			
4	Dr. Namita Sharma	HOD, Education	
Nominee from local Society, Students & Alumni			
5	Ms Seema Sethi	Principal Maharishi Dayanand Saraswati Vidyalaya	
6	Ms Madhu Jain (TGT, SLPS)	Alumni Representative (B.Ed)	
7	Neha Gambhir (M.Com)	Student Representative	
Nominee from Industry & Stake Holders			
8	Mr Rajeev Sharma (CEO, NK Tech Company, Noida)	Industry Representative	
9	ANURAG GUPTA (F/o) Mini Gupta (M.Com student)	Parent Representative	
Teacher Representative			
10	Dr Jyoti Singh	HOD, Science Dept	
11	Dr Shalu Bhasin	HOD, Commerce Dept	
12	Ms Rakhi Sharma	HOD, Computer Application	
Administrative Officers			
13	Ms Shashi Khanna	Registrar	
14	Mr Sunil Kumar	Supervisor	
15	Mr Shalesh Bajpai	Account Officer	

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ACTION TAKEN REPORT

For the meeting held on 6 Aug. 2020 at 02:00PM

1. The minutes were confirmed.
2. Classes were switched to Online Mode due to COVID 19 Pandemic. The lectures were delivered through Google classrooms and Microsoft Teams. Content was shared in the form E-Notes /YouTube Video lectures. Internal Exams, Webinars, presentations, Club activities workshops, Guest lectures, organized on virtual mode as per Academic calendar.
3. MS Teams app was purchased for conducting online classes and events. Teachers created YouTube video lectures for student's easy access.
4. Switched from Offline Feedback system to online feedback system. Detailed analysis of feedback was done and action was taken as per the analysis report.
5. All the departments conducted webinars and guest lectures on virtual mode.
6. Many faculties attended various FDPs , webinars and short term courses of Swayam portal.
7. Many teachers got publish their books and chapters in Edited books with ISBN no.
8. A virtual online discussion was organized on NEP 2020 for all the faculty members.
9. Various outreach programs were organized during Pandemic to serve the society

NO he

[Signature]

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RCCV/IQAC/20-21/4

Date: 29/01/21

NOTICE

The 4th meeting of **Internal Quality Assurance Cell (IQAC)** of **RCCV girls College**, Ghaziabad of the session 2020-21 will be held on **5 Feb. 2021 (Friday)** at **2 p.m.** in the meeting room. All the members are requested to attend.

Agenda: -

1. To approve the minutes of the previous meeting and action taken report.
2. Discussion about Students' Internship
3. Feedback from Stakeholders
4. To Upgrade the Library
5. To introduce new programme
6. Infrastructure arrangement for new courses
7. Any other subject with permission of the Chair.

IQAC Coordinator

IQAC.Coordinator

Principal

Principal
Ram Chameli Chadha Vishvas College
Ghaziabad (U.P.)

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Minutes of 4th Meeting of IQAC held on 5 Feb. 2021 (Monday) at 2 p.m. in the meeting room

The formal meeting started on a welcome note by IQAC Coordinator. The Chairperson requested all the members for open house discussion on various Agenda of the meeting to maintain quality and excellence at the institution. The following points were discussed in the meeting:-

- 1. To approve the minutes of the previous meeting and action taken report**
Members unanimously approved minutes of the previous meetings held on 6 Aug 2020 along with action taken Report.
- 2. Discussion about Students' Internship**
It was discussed to plan for internship program for students as per the university curriculum. The HOD's informed that it was already planned for the students.
- 3. Feedback from Stakeholders**
Chairperson asked the HOD's to collect feedback from students, parents, alumni and employers and results of analysis of feedbacks would be discussed in the next meeting. HOD's informed that the feedbacks would be taken in the meetings with parents, alumni and employers
- 4. To introduce new programme:** Discussion was held regarding introducing new programmes B.Com (Hons.), M.Sc. (Zoology) and M. Ed. It was apprised that M.Ed. approval file was forwarded to NCTE in 2018. So due consideration needed for M.Ed. file revival and affiliation.
- 5. To Upgrade the Library for the proposed Program.**
Discussion was held regarding commencement of B.Com (Hons.) and M.Sc. (Zoology). program at RCCV and speedup the process of M.Ed. approval from the university. It was suggested to update the library with books according to syllabus of NEP 2020 and for the proposed courses.
- 6. Infrastructure arrangement for new courses:** Discussion was held regarding Infrastructure augmentation for new programs. It was also advised to purchase new furniture for introducing programs.

Meeting ended with vote of thanks to the Chair.


IQAC Coordinator

IQAC. Coordinator


Principal

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Ram Chameli Chadha Vishvas Girls College Ghaziabad

AISHE CODE : C-28591

Attendance Sheet

4th Meeting of Internal Quality Assurance Cell (IQAC) - (2020-21)

Dated: 5 Feb 2021 (2:00 p.m.)

<u>IQAC MEMBERS</u>			Signature
Chairperson			
1.	Dr. Neetu Chawla	Principal, RCCVGC	
Members from the Management			
2.	Mr Krishna Vir Singh Sirohi	President, RCCVGC Society	
3.	Dr Geeta Malhotra	Secretary, RCCVGC Society	
IQAC Coordinator			
4.	Dr. Namita Sharma	HOD, Education	
Nominee from local Society, Students & Alumni			
5.	Ms Seema Sethi	Principal Maharishi Dayanand Saraswati Vidyalaya	
6.	Ms Madhu Jain (TGT, SLPS)	Alumni Representative (B.Ed)	
7.	Neha Gambhir (M.Com)	Student Representative	
Nominee from Industry & Stake Holders			
8.	Mr Rajeev Sharma (CEO, NK Tech Company, Noida)	Industry Representative	
9.	ANURAG GUPTA (F/o Mini Gupta (M.Com student))	Parent Representative	
Teacher Representative			
10.	Dr Jyoti Singh	HOD, Science Dept	
11.	Dr Shalu Bhasin	HOD, Commerce Dept	
12.	Dr Rakhi Sharma	HOD, Computer Application	
Administrative Officers			
13.	Dr Shashi Khanna	Registrar	
14.	Mr Sunil Kumar	Supervisor	
15.	Mr Shaleesh Bajpai	Account Officer	

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ACTION TAKEN REPORT

For the meeting held on 5 Feb. 2021 at 02:00PM

1. To approve the minutes of the previous meeting.
2. Students from Computer Application department took internship in industries.
3. New programs B.Com (Hons.), M.Ed. and M.Sc. (Zoology) would be introduced for upcoming session.
4. Infrastructure Augmentation done for commencement of New programs.
5. The library was upgraded with the purchase of new books for almost all the programs according to new syllabus of NEP 2020.
6. New furniture was purchased.

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