



RCCV/IQAC/21-22/5

Date: 29/07/2021

NOTICE

The 5th meeting of **Internal Quality Assurance Cell (IQAC)** of **RCCV Girls College** of the Academic Session 2021-22 will be held on **04 August 2021 (Wednesday)** at **2 p.m.** in the meeting room at ground floor. All the members are requested to attend.

Agenda: -

1. To approve the minutes of the previous meeting.
2. To discuss regarding the academic calendar for the academic year 2021-22.
3. To building Research Culture.
4. To discuss regarding planning of workshops/conferences for the academic year 2021-22.
5. To spread awareness about NEP guidelines during admission process
6. To discuss regarding major /minor, elective subjects in different-UG courses according NEP 2020.
7. To organize orientation program for I year Students.
8. 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)

Campus 1: C-22, Meerut Road, Ghaziabad. Pincode-201003 U.P. (India)

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 5th Meeting of IQAC held on 04 Aug. 2021(wednesday) at 2 p.m. in the Meeting Room at ground floor

The formal meeting started on a welcome note by IQAC Coordinator, Dr. Namita Sharma. She proposed to conduct the IQAC meeting quarterly in an academic year. The Chairperson requested all the members for open house discussion on various agenda of the meeting for academic excellence. 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 discuss regarding the academic Calendar for the academic year 2021-22.

Chairperson suggested to IQAC coordinator to inform all the HODs to prepare Activity Calendar of their respective departments in-line with college Activity Calendar and planned to conduct seminars and workshops on recent trends in education.

3. To building Research Culture: The chairperson expressed the opinion that the research articles of all the faculty members should be published in reputed journals with good impact factor and index. Institution took the decision to encourage teaching staff to publish research papers in Scopus/Web of Science Indexed & UGC Approved Journals. The Chairperson also advised to establish the Research and Development cell for this purpose.

4. To discuss regarding planning of workshops/conferences for the academic year 2021-22.

Members were advised to conduct workshop / seminars / webinars / FDP's frequently without disturbing academics in the odd semester.

5. To spread awareness about NEP guidelines during admission process

IQAC members also discussed about NEP guidelines. HOD's were instructed to aware the faculty to follow the guidelines during admission of session 2021-22.



6. To discuss regarding major /minor, elective subjects in different UG courses according NEP 2020.

There were so many doubts about the selection of subjects, as NEP 2020 introduced credit system and major /minor and elective subjects in UG courses, so the matter was discussed by IQAC members to give clear vision to all the HODs .

7. Orientation program to Student

It was discussed to arrange orientation programme for First Year Students of various courses. The chairperson agreed to conduct the programme.

IQAC Coordinator

IQAC.Coordinator

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Attendance Sheet

5th Meeting of Internal Quality Assurance Cell (IQAC) - (2021-22)

Dated:04 Aug 2021 (2:00 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.	Janhvi Ratnam (B.Sc)	Student Representative	
Nominee from Industry & Stake Holders			
8.	Mr Neeraj Sharma (CMA, Ghaziabad)	Industry Representative	
9.	Mr. Vijay Pal Baghel (F/O Uma B.Ed. Student)	Parent Representative	
Teacher Representative			
10.	Dr. Seema Agarwal	HOD, Chemistry Dept	
11.	Dr Jyoti Singh	HOD, Maths 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 4 Aug. 2021 at 02:00PM

1. The minutes were confirmed.
2. The Activity Calendar was prepared for the year 2021-22 with slots for Workshops / Seminars / FDP
3. International E-Conferences, webinars, Online FDP were organized by college.
4. Many teachers attended various short term courses, Seminars, webinars and FDPs.
5. Many teachers got publish their books and chapters in edited books.
6. The orientation program of each department was organized smoothly and the classes started.
7. Research and Development cell was established.

IQAC Coordinator
IQAC.Coordinator

Principal
Principal
R. C. C. V. Ghaziabad
30/8/21

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RCCCV/IQAC/2021-22/6

Date: 02/02/2022

NOTICE

The 6th meeting of **Internal Quality Assurance Cell (IQAC)** of **RCCV girls College**, Ghaziabad of the session 2021-22 will be held on **8 Feb. 2022 (Tuesday)** at **2 p.m.** in the Meeting room at ground floor. All the members are requested to attend.

Agenda: -

1. To approve the minutes of the previous meeting and action taken report.
2. Discussion about progression of introduced new courses.
3. To discuss regarding admission policy and necessary ground work for 20-21 admission.
4. To discuss about the result analysis
5. To discuss about the establishing linkage with institutions.
6. To discuss about introducing e- governance in administrative work.
7. Organization of more Extra Curricular Activities & Co-curricular Activities
8. Discussion about the NAAC Accreditation in the year 2022-23
9. Any other subject with permission of the Chair.


IQAC Coordinator

IQAC. Coordinator


Principal

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

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Minutes of 6th Meeting of IQAC held on 8 Feb. 2022 (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 along with action taken Report.

2. Discussion about progression of introducing new programs.

It was discussed about the progression of introducing new courses M.Ed, M.Sc (Zoology) and B.Com (Honors) in college campus. Chairperson Dr. Neetu Chawla informed the members that the process of affiliation has been completed and the programs would be started from coming session 2022-23.

3. To discuss regarding admission policy and necessary field work for 2021-22 admissions.

The matter was discussed with all the HOD's and Administrative Officer regarding admissions for academic year 2021-22. Planning to distribute pamphlets / brochures to the students at examination centers. Planning to send the staff members to the different colleges and to counsel the students about the scope and opportunities of Education.

4. To discuss about the Result Analysis: Chairperson told the members to analyze the results of odd semester of all departments. She expressed the opinion that a benchmark has to be set for the results.

5. To discuss about the establishing linkage with institutions: The chairperson advised to Establish Linkages and Collaborations for enhancing academic excellence with reputed institutions and Sign MOUs according to guidelines of NEP 2020 and to arrange various activities under these MOUs.

6. To discuss introducing e- governance in administration

It was advised in the meeting that ICT is very useful to encourage transparency and accountability in all the functions of the college. So it should be utilized to automate,

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Ram Chameli Chadha Vishvas Girls College Ghaziabad

AISHE CODE : C-28591

transfer and analyze the data and information in the college administration for all the purposes of admissions, workload, timetable, internal assessment, examination, attendance, result etc. For this purpose, Chairperson suggested to introduce ERP System in college.

7. Organization of Extra Curricular Activities & Co-curricular Activities

IQAC Coordinator informed about various co-curricular activities planned for the coming months. Coordinator requested the management for financial support for the program. Honorable Chairman agreed to sanction the amount.

8. Discussion about the NAAC Accreditation in the year 2022-23


It was discussed in the meeting that the institute should initiate the NAAC Accreditation process. Thus the following objectives of NAAC were discussed in detail:

- To know about the strengths, Weaknesses and Opportunities through an informed review process.
- Identification of Internal Areas of Planning and Resource allocation
- Collegiality for the Smooth working at campus.
- To initiate innovative and modern methods of Pedagogy.

Meeting ended with vote of thanks to the Chair.


IQAC Coordinator

IQAC. Coordinator


Principal

Principal
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Attendance Sheet

6th Meeting of Internal Quality Assurance Cell (IQAC) - (2021-22)

Dated: 8 Feb 2022 (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.	Ms. 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.	Janhvi Ratnam (B.Sc)	Student Representative	
Nominee from Industry & Stake Holders			
8.	Mr Neeraj Sharma (CMA, Ghaziabad)	Industry Representative	
9.	Mr. Vijay Pal Baghel	Parent Representative	
Teacher Representative			
10.	Dr. Seema Agarwal	HOD, Chemistry Dept	
11.	Dr Jyoti Singh	HOD, Maths Dept	
12.	Dr. Rakhi Sharma	HOD, Computer Application	
Administrative Officers			
13.	Ms. Shashi Khanna	Registrar	
14.	Mr Sunil Kumar	Supervisor	
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ACTION TAKEN REPORT

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1. To approve the minutes of the previous meeting.
2. As per the discussion, the college has set a benchmark of good result in each course.
3. M.Ed, M.Sc (Zoology) and B.Com (Hons) programs would be started by the institution from 2022-23.
4. The process of introducing e- governance in administrative work was started.
5. Various Extra Curricular Activities & Co- curricular activities were organized successfully by different departments.
6. MOUs with reputed institutions were signed and various activities with their collaboration were organized.
7. A team of NAAC is constituted and approved by the concerned authority. The team started working as per the NAAC Guidelines.
8. Coll Poll system (software) was approved to purchase for upcoming session.


IQAC Coordinator

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