

## **Internal Quality Assurance Cell (2022-23)**

To create, maintain and enhance quality in all spheres, is the task of the IQAC of the college. As per National Assessment and Accreditation Council (NAAC) guidelines every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC becomes a part of the institution's system and works towards realization of the goals of quality enhancement and sustenance.

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. The IQAC is the central quality-monitoring body of the institution.

### **Aim and Objective**

The IQAC functions with the belief that excellence and quality are not one-time goals but continuous processes. The IQAC meets on a regular basis. New programs, up gradation of infrastructure and increasing the effective functioning of all systems are some of the major concerns of the IQAC.

Its aim is to develop and maintain a system to promote academic and administrative excellence. It defines the short-term and long-term objectives of the institution. It creates a benchmark for quality-enhancement measures. It also devises a work plan to achieve objectives and monitors & coordinates the execution.

### **Members of IOAC Committee**

1. Dr. Kalpana Agrawal (Chairperson)
2. Dr. Neha Khatri (Coordinator)
3. Dr. Saraswati Singh
4. Dr. Archana Pareek
5. Dr. Poonam Chopra
6. Dr. Taruna Bhatt
7. Dr. Laxmi Mathur
8. Mrs. Neelam Sharma
9. Dr. Anirudh Sahni (Management)
10. Mr. A.T. Shrivasan (Employer)
11. Mr. Rajendra Sharma (Administrative)
12. Mr. Satish Vaishnav (Administrative)

13. Mrs. Mridula Samvedi (Local Society)
14. Ms. Sapna Yadav (8905098832) (Student)
15. Dr. Surbhi Dhadda (Alumni)
16. Ms. Deepika Sharma (Alumni)

## Meeting held during the session 2022-23

18<sup>th</sup> July 2022



22<sup>nd</sup> July 2022



## 5<sup>th</sup> August 2022



## 2<sup>nd</sup> November 2022



## 6<sup>th</sup> December 2022





## Work done for the quality improvement

To improve the quality of the institution, members of the IQAC committee regularly meet to frame the tasks and invite suggestions from the staff members. Following changes were made during the session 2022- 23

1. In progress **website was completed** in the session with all the necessary changes required.
2. **Academic Calendar** was updated on website and activities were conducted accordingly.
3. **Events and News** of the college is updated on website on regular basis.
4. **NAAC and IQAC tab** was created on Website page.
5. **Student Satisfaction Survey** for the session 2021-22 updated on Website.
6. **Facebook Page** of the college is regularly updated with all the events held.
7. **Quality Improvement events** conducted by **IQAC** during the session-
  - a. **Equality day** was celebrated on **26<sup>th</sup> August 2022**, with the theme "**Gender Equality today for a sustainable tomorrow**". This day was celebrated in college and celebration is dedicated to every woman, who has fought for her equal position in this society and to all who are continuing the battle for equality in society. This event was celebrated along with the Oath Ceremony, where the dignitaries taught our girls how they are equally important for the society.



- b. Another event organized by IQAC Committee was on **3rd Sep 2022, 'Inculcating Values in the formation of positive thinking'**. In this session girls were taught how to remain positive in their life. Being courageous and sturdy is imperative element; they should always be appreciative and show gratitude in their life. IQAC considered that girls carry lot of responsibility in their life; it should be taught to them how they should remain positive in their life. More than 50 students have participated in this event and promised to stay healthy and positive throughout.



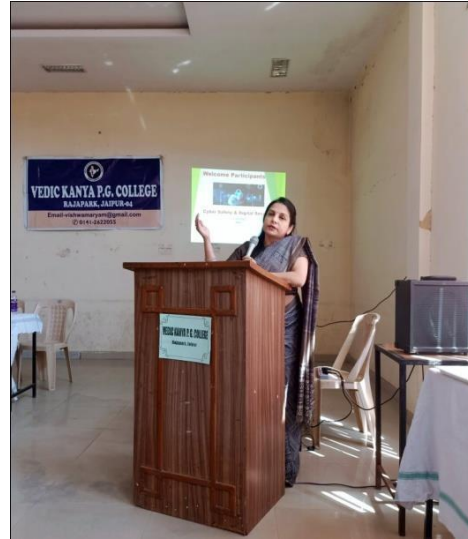
- c. **"International Literacy Day"** on **8<sup>th</sup> Sep** was celebrated and 45 students participated in it and expressed their thoughts and highlighted the importance of literacy to individuals, communities and societies. Educated girls contribute more to her life, family and to the society. She is less likely to be dependent on the family. So this day was celebrated by IQAC to spread awareness about being literate.





- d. Commerce department and IQAC committee have organized **Workshop on Cyber Safety & Digital Security** on **17<sup>th</sup> Oct 2022**. With the incremental technology, crime rate has also gone up. It is our duty to aware our girls about the crime, this workshop have discussed various issues related to Digital Safety.

Students were made aware of the prevailing crime and how they need to protect themselves from it.



- e. **Self Defense training** is important for our girls; its tactics are a way of protecting oneself from any form of physical harm. Being trained in techniques helps the learner to be alert and gives them the necessary skill set to defend themselves from any kind of bullying or other forms of physical harm.

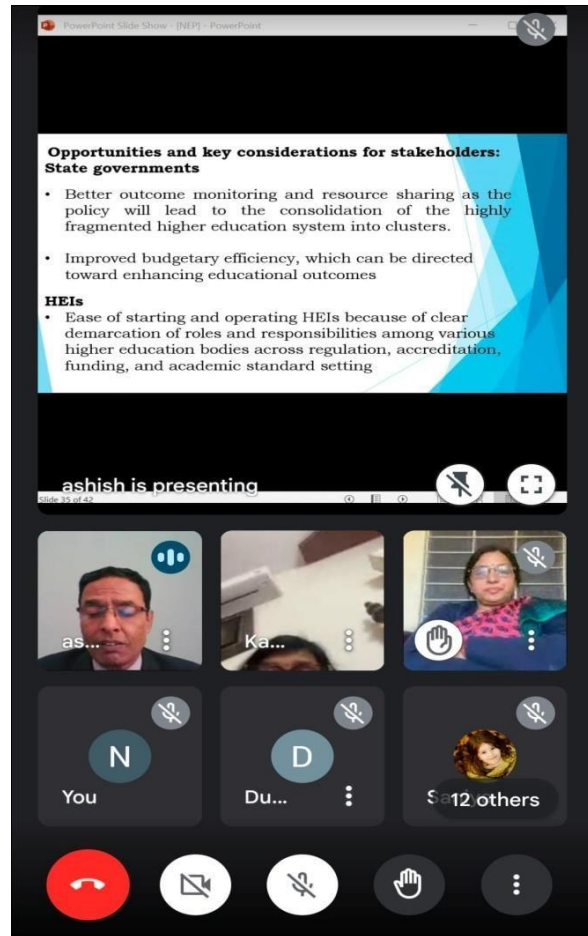
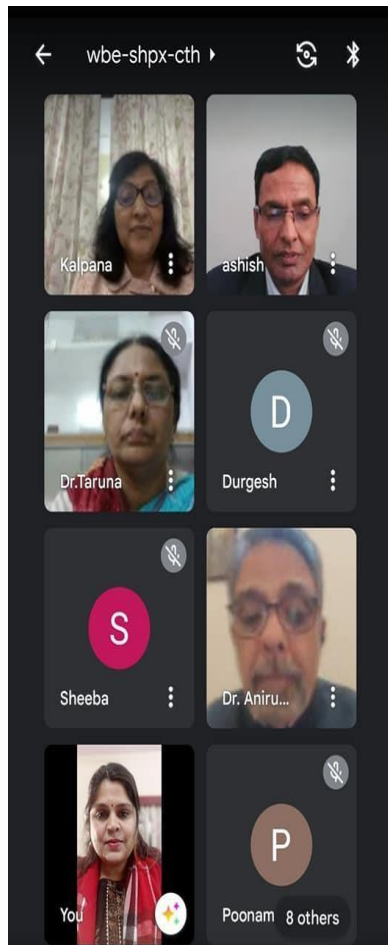
For this **IQAC in association with National Self Defense Federation** has organized 5 days Self Defense Training for our girls from 15<sup>th</sup> to 19<sup>th</sup> November 2022. Later Girls have also demonstrated the learning.



- f. IQAC also conducted **Five Days Faculty Development Programme on New Education Policy – 2020** from **12<sup>th</sup> Dec 2022 to 16<sup>th</sup> Dec 2022**. To enhance the knowledge of the faculty members on the NEP- 2020.

Orientation of the same was also conducted on 15<sup>th</sup> Nov 2022 (Offline) to give a brief idea about the FDP. Then Five days FDP was conducted through Online Mode in association with the **Poddar Group of association**. Dr. Ashish Dikshit, Dean of Training and Research, Poddar Business School, acted as a Key note speaker, where he explained various amendments made under NEP.





### **Quality Initiatives taken in the session 2022-23**

1. Teachers are encouraged to connect with the students for their holistic development. They are encouraged to use different methods of teaching so that students appreciate to attend the classes. Teachers also take care of the no of absentees and reason of not attending the classes. Regular counseling to these students was done.
2. Student satisfaction survey is done on regular basis for the betterment of the college.
3. Sports help grow the brain and body. Thus initiative is made for regular sports in the college.
4. Self defense training for safety of the girl students seems important, so IQAC has organized self defense training for them.
5. Gender equality is major issue, girls should be aware of the rights they have, thus Equality day been celebrated for enhancing their knowledge.



6. As Continuous Professional Development is the duty of the college, FDP was organized on the topic "New education policy". It has enhanced the knowledge of our faculty members, thus complete details were provided through this programme.

7. Placement drive is very important for college students, college has organized on campus placement and our student Chavvi Giri (B.com part3) is placed at the right job.

8. In this session college has also focused on Internship program, 2 out of 10 girls (Commerce) were selected for the internship program.

### **Planning for the session 2023-24**

1. Planning to organize regular training, FDP or conferences etc for professional development

2. Students come from rural areas they lack in basic english and computer knowledge. Thus college is planning to give them Basic English speaking and computer knowledge.

3. IQAC meetings for quality improvement shall be done on regular basis.

4. Students are always encouraged to get involve in regular activities for holistic development. College shall ensure more participation of students. NEP shall also help us doing it.

5. To provide the finest teaching and learning to students, as well as to motivate them to participate in numerous activities, so that they can develop themselves in any aspect of life and accomplish their highest goals. College is also planning to develop AV Rooms for our students for better learning process.

6. College will also focus on placement and counseling skills of the students. We hope our planning will turn factual.

