



# श्री अरविन्द महाविद्यालय

## SRI AUROBINDO COLLEGE

Ph.: 011 40536164

दिल्ली विश्वविद्यालय

मालवीय नगर, नई दिल्ली-110017

(University of Delhi)

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Ref. No.

Dated .....

### Minutes of the Meeting XXXI- IQAC

November 24, 2023

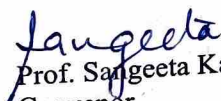
The meeting of the IQAC Core Committee was held on Friday, 24<sup>th</sup> of November, 2023 at 01:30 PM in the IQAC Room. The following members were present.


- |                               |  |
|-------------------------------|--|
| 1. Prof. Vipin Kumar Aggarwal | Chairman (Principal Offg.)   |
| 2. Prof. Sangeeta Kaul        | IQAC Convenor.   |
| 3. Prof. Meeta Mathur         | Faculty Member and NAAC Convener   |
| 4. Prof. Vikas Gupta          | Registrar, University of Delhi and External Member (Joined from Google Meet) |
| 5. Mr. Manoj Kumar            | Alumni Representative (Joined from Google Meet)                              |
| 6. Dr. Rashmi Mathur          | Faculty Member   |
| 7. Prof. Aprajita Chauhan     | Faculty Member   |
| 8. Prof. Soni Rastogi         | Faculty Member   |
| 9. Dr. Vandana Bhalla         | Faculty Member   |
| 10. Ms. Hema Nagpal           | Faculty Member   |
| 11. Dr. Rinki Sharma          | Faculty Member   |
| 12. Dr. Shikha Narang         | Faculty Member   |
| 13. Mr. Anil Sharma           | Section Officer  |
| 14. Manya Aggarwal            | Student Coordinator  |
| 15. Nandini                   | Student Coordinator  |

The following issues were discussed during the meeting:

1. A detailed discussion was held regarding the preparation of data for National Institutional Ranking Framework. A team of three faculties, Dr. Rinki Sharma, Dr. Shikha Narang and Ms. Hema Nagpal shall work with administrative department as well as other colleagues (if required) for this data collection.

2. The Departments were advised to ensure that their documentation task is in place, in terms of regular meetings, attendance, assessments, departmental activities, etc.
3. The college examination will begin in the month of December. Given the schedule, discussion was carried out with the administrative department on the entire process of the examinations.
4. The faculties members were advised to conduct their departmental events in the month of January, while ensuring no disturbance during the examination schedule and classes, as well.
5. The cultural committee was advised to gear up their preparation for the Annual Cultural Festival, Mehak, 2023 in the month of February.
6. The committee initiated a discussion with the NAAC convenor regarding the submission of Self Study Report and it's data compilation.
7. Green Computation is an upcoming concept, with regards to the on-going sustainability initiatives. It requires the members of the organization to use technology in an environmentally sustainable manner, while minimizing technological waste and following practices that conserve resources. Given this idea, the committee has decided on launching green computing awareness campaigns through creation of awareness for students and faculty via mechanism.
8. The committee decided to push forward and complete the process of permanent appointments in the various departments of the college.

  
Prof. Sangeeta Kaul  
Convenor  
IQAC

  
Prof. Vipin Kumar Aggarwal  
Chairman  
IQAC



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Ref. No.

Dated .....

### Minutes of the Meeting XXXIII- IQAC

April 22, 2024

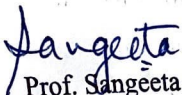
The meeting of the IQAC Core Committee was held on Monday, 22<sup>nd</sup> of April, 2024 at 11:00 AM in the IQAC Room. The following members were present.


- |                               |  |
|-------------------------------|--|
| 1. Prof. Vipin Kumar Aggarwal | Chairman (Principal Offg.)   |
| 2. Prof. Sangeeta Kaul        | IQAC Convenor  |
| 3. Prof. Meeta Mathur         | Faculty Member and NAAC Convener   |
| 4. Prof. Vikas Gupta          | Registrar, University of Delhi and External Member (Joined from Google Meet) |
| 5. Mr. Manoj Kumar            | Alumni Representative (Joined from Google Meet)                              |
| 6. Prof. Rashmi Mathur        | Faculty Member   |
| 7. Prof. Aprajita Chauhan     | Faculty Member   |
| 8. Prof. Soni Rastogi         | Faculty Member   |
| 9. Prof. Vandna Bhalla        | Faculty Member   |
| 10. Ms. Hema Nagpal           | Faculty Member   |
| 11. Dr. Rinki                 | Faculty Member   |
| 12. Dr. Shikha Narang         | Faculty Member   |
| 13. Mr. Ravinder Singh        | Accounts Officer   |
| 14. Mr. Anil Sharma           | Section Officer  |
| 15. Manya Aggarwal            | Student Coordinator  |
| 16. Nandini                   | Student Coordinator  |

The following issues were discussed during the meeting:

1. The committee, after due discussion with the cultural committee, decided to conduct the Annual Day before the end of semester.
2. The committee spoke to the Examination Committee to resolve any concerns they might have faced during the previous exam session in the month of December and resolved the issues regarding the same.

3. The Self study report was submitted by the NAAC Team on the 09<sup>th</sup> of April,2024. However, it was brought in front of the committee that there were some DVV requirements i.e. Data Verification and Validation concerns. The committee, after a thorough discussion with the NAAC convenor, decided to create a team involving college faculties and non-teaching staff to resolve the concerns at the earliest.
4. The Committee discussed the plan of action for the next couple of weeks regarding the upcoming NAAC Visit and laid out a set of responsibilities that were to be delegated to various societies and committees for NAAC Peer Team Visit.
5. The committee decided to complete the process of permanent appointments in the remaining few departments of the college, immediately after the Election proceedings in the country.
6. The committee has also decided to conduct a week-long training session for the non-teaching staff in the coming months of June or July. The agenda of the training will be focused on the various aspects of administrative tasks.

  
Prof. Sangeeta Kaul  
Convenor  
IQAC

  
Prof. Vipin Kumar Aggarwal  
Chairman  
IQAC