# **DELHI COLLEGE OF ARTS & COMMERCE** (UNIVERSITY OF DELHI)

NETAJI NAGAR, NEW DELHI-110023

Prof. Rajiv Chopra (Chairperson)

01.07.2021

Mr. Srikant Pandey (Coordinator)

Dr. Amrit Kaur Basra (member)

Dr. Shalini Saksena (member)

Dr. K. L. Dhingra (member)

Dr. Rajiv Kumar Goel (member)

Mr. Amit Kumar Yadav (member)

Mr. Vivek Mohan (member)

Mr. Shubhrendru Singh (member)

Mr. Sanjeev Kumar(member)

### **Agenda**

- 1. Case of Ms. Renu Sharma and Neeraj Saxena pertaining to their promotion.
- 2. Representation by teachers regarding discrepancies in their date of eligibility of their promotion.
- 3. Issues pertaining to technical upgradation of library facilities.
- 4. Upgradation of internet facilities for the college.
- 5. Celebration of Amrutosava to celebrate 75 years of India's independence.
- 6. Website upgradation of college website.
- 7. Issue of ranking under NIRF.

Members deliberated the agenda and the following decisions were taken:

1. It was decided to initiate the process pertaining to promotion of Ms. Renu Sharma and Neeraj Saxena.

The representations given by Dr. Rajesh Kumar, Renu Singh and Mukesh Bagoria were looked into and it was decided to streamline promotion of these faculty members as per the rules of University of Delhi.

- 2. For the upgradation of internet facilities in college, it was decided to take proposals from internet service providers such as Airtel. It was also decided to engage a professional personnel for upgradation and maintenance of college website.
- 3. To celebrate the 75th year of independence- Amrutosava, it was decided to organise series of webinars throughout the year. Ms. Neeru Ailawadi has been appointed to facilitate it.
- 4. College decided to enroll with NIRF in July 2021. To coordinate work connected with it, Dr. Animesh Mohapatra was appointed as the coordinator.

The meeting ended with a vote of thanks to the chair,

Prof. Rajiv Chopra (Chairperson)

Mr. Srikant Pandey (Coordinator)

Dr. Amrit Kaur Basra (member)

Dr. Shalini Saksena

Dr. K. L. Dhingra

Dr. Rajiv Kumar Goel

Mr. Amit Kumar Yadav

Mr. Vivek Mohan

Mr. Shubhrendru Singh (member)

Mr. Sanjeev Kumar (member)

20.07.2021

#### **MINUTES**

A meeting of the IQAC was held on 20 July, 2021 at 11:30 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Coordinator) Lang Pad

Dr. Amrit Kaur Basra (Member) Americ Cane

Dr. Deepti Taneja (Member)

Dr .Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Prof. Rajiv Chopra (Chairperson)

The following decisions were unanimously taken and recommend to the competent authority for perusal and necessary action:

- 1) The applications pertaining to grievances regarding discrepancies in the date of eligibility for the purposes of promotion of the following teachers were examined:
- 1) Dr. Rajesh Kumar
- 2) Dr. Mukesh Bagoria
- 3) Ms. Renu Singh.
- 1) The grievances were found to be genuine/ correct as per the SOP issued by the University. The members, therefore, suggested appropriate rectification in the same so that their legitimate professional interests are protected as per the prescribed norms of the university/ UGC.
- 2) The incumbent principal is requested to put his signature on the forms of Dr. O. P Singh and Dr. Shalini Saksena which otherwise should have been done by the outgoing offg. Principal before handing over the charge.

3) The coordinator of Azadi Ka Amrut Mahotsava has sought permission to determine the quantum of prize money for yearlong competitive participation of the students. It was decided to authorise the coordinator to decide the prize money for various activities in consultation with the principal and get prior financial approval for each of the prospective/ proposed activities.

The meeting ended with a vote of thanks to the chair.

Mr. Srikant Pandey (Coordinator)

Dr. Amrit Kaur Basra (Member)

Dr. Deepti Taneja (Member)

Dr . Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Prof. Rajiv Chopra (Chairperson) Mr. Amit Kr. Jador

27.07.2021

### **MINUTES**

A meeting of the IQAC was held on 27 July, 2021 at 11:30 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Coordinator)

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Dr. Amrit Kaur Basra (Member)

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Dr. Deepti Taneja (Member)

Shaline Salise

Dr. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

Prof. Rajiv Chopra (Chairperson)

The following decisions were unanimously taken and recommend to the competent authority for perusal and necessary action:

The following decisions were taken unanimously by the members:

- 1) The decisions taken in the previous meetings are ratified.
- 2) The Principal reported to the members that interview for the promotion of Dr. O.P Singh Associate Professor Department of History for professorship has been fixed.
- 3) The Principal is requested to expedite the screening for professorship of those of our eligible colleagues who have applied for the same.

4) The members recommended that there should be a reception with adequate information to guide the visitors/ students.

The meeting ended with a vote of thanks to the chair.

Mr. Srikant Pandey (Coordinator)

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Dr. Amrit Kaur Basra (Member)

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Dr. Deepti Taneja (Member)

Dr . Shalini Saksena (Member)

Shaline Sawer

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

03.08.2021

#### **MINUTES**

A meeting of the IQAC was held on 03 August, 2021 at 11:30 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Coordinator)

Dr. Amrit Kaur Basra (Member) Dr. Deepti Taneja (Member)

Dr. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

Prof. Rajiv Chopra (Chairperson)

The following decisions were unanimously taken and recommended to the competent authority for perusal and necessary action:

- 1) The decisions taken in the previous meeting are ratified.
- 2) The members congratulated Dr. O P Singh for being promoted as Professor.
- 3) The Principal reported to the members that interview of Dr. Shalini Saksena, Assoc. Prof., Department of Economics, for promotion under CAS 2018 is scheduled on 03.08.2021.
- 4) The pre-screening process of Dr. Chaitanya Kumar, Dr. Rajiv Kumar Goel, Dr. Anita, Dr. Neeru Kapoor, Dr. Sujeet Kumar and Dr. D.A.P Sharma was completed.
- 5) It was recommended to the principal to get an Iron gate fixed at the entrance of the sports ground .

6) The application of Dr. Shilpa Chowdhary was discussed and it was decided that as per UGC Regulations 2018/DU Ordinance doesn't have any merit.

The meeting ended with a vote of thanks to the chair.

Mr. Srikant Pandey (Coordinator)

Dr. Amrit Kaur Basra (Member)

Dr. Deepti Taneja (Member)

Dr . Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

### **MINUTES**

12.08.2021

A meeting of the IQAC was held on 12 August, 2021 at 11 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Convenor)

Dr. Amrit Kaur Basra(Member)

Dr. Deepti Taneja (Member)

Dr .Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Amit Kumar yadav (Member) (

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member) Mr. Sanjeev Kumar (Member)

- 1) The decisions taken in the previous meeting are ratified.
- 2) The members congratulated Dr. Shalini Saksena for being promoted as Professor.
- 3) The pre- screening process of Dr Amrit Kaur Basra was completed.
- 4) It was decided to send the documents/ links of screening to the eligible candidates for their perusal and approval.
- 5) It was recommended to the principal to initiate the process of rescheduling of the interview for promotion of the following three colleagues whose date of eligibility was changed without their consent by the previous administration which was detrimental to their legitimate professional interests:
- (i)Dr. Rajesh Kumar (ii) Dr. Mukesh Bagoria (iii) Ms. Renu Singh

6) It was decided to celebrate independence day online to commemorate 75<sup>th</sup> year of independence/ Azadi ka Amrut Mahotsava.

The meeting ended with a vote of thanks to the chair.

Mr. Srikant Pandey (Convenor)

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Dr. Amrit Kaur Basra (Member)

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Dr. Deepti Taneja (Member)

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Dr .Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Mr. Amit Kumar yadav(Member)

Mr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Prof. Rajiv Chopra (Chairperson)

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13.09.2021

### **MINUTES**

A meeting of the IQAC was held on 13.09.2021 at 11.00 am in the New Committee Room of the college. Following members were present in the meeting:

1. Prof. Rajiv Chopra, Chairperson

2. Mr. Srikant Pandey, Coordinator.

3. Prof. Amrit Kaur Basra, Member

4. Prof. Rajiv Goel, Member,

5. Prof. Shalini Sakena, Member

6. Dr. K. L. Dhingra, Member

7. Dr. Dរុំpti Taneja, Member

8. Mr. Vivek Mohan, Member

9. Mr. Amit Kumar Yadav, Member

The followings were deliberated and decided:

- 1. The decisions taken in the previous meeting were reviewed and ratified.
- 2. The members congratulated Dr. DAP Sharma, Dr. Sujeet Kumar, Dr. Rajiv Goel, Dr. Neeru Kapur, Dr. Anita, Dr. Amrit Kaur Basra and Dr. Chaitnya Kumar for being promoted as professors.
- 3. The chairperson of the committee informed the members about the required correctives measures that had been taken to safeguard the interests of three colleagues, Dr. Mukesh Bagoria, Dr. Rajesh Kumar, and Ms. Renu Singh. The members applauded and appreciated the efforts made by the Principal of the college in resolving the crisis which was created by the outgoing officiating principal.
- 4. The members also applauded the Principal of the college for completing the promotions of all eligible candidates in the college on a priority basis.
- 5. The chairman of the committee informed the members about a possible collaboration with an NSDC approved institution for a certificate course in Digital Marketing. Dr. K. L. Dhingra and Mr. Vivek Mohan have been authorised to pursue it further.
- The committee also approved the proposal to set up a language lab in the college.

- 7. The chairperson of the committee apprised the members with the actions which have been made to safeguard the interest of the students of three discontinued courses. In this regard the has written to the UGC to provide funds to appoint teachers to teach these courses for next four semesters.
  - 8. It was decided that payment of contractual laborers/ Daily wagers hired from time to time for minor repairs will be paid from the Add On Course funds.
  - 9. It was decided that Department of Hindi will organize a five day workshop on Creative Writing for students in collaboration with Jai Shankar Prasad Foundation from 14-18 September 2021.

The meeting came to an end with a vote of thanks to the chair

Prof. Rajiv Chopra, Chairperson

Mr. Srikant Pandey, Coordinator.

Prof. Amrit Kaur Basra, Member

Prof. Rajiv Goel, Member,

Prof. Shalini Sakena, Member

Dr. K. L. Dhingra, Member

Dr. Dipti Taneja, Member

Mr. Vivek Mohan, Member

Mr. Amit Kumar Yadav, Member

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29.09.2021

#### **MINUTES**

A meeting of the IQAC members of the college was held on 29.09.2021 in the committee room at 11:30 AM. The following members were present:

1. Prof. Rajiv Chopra, Chairperson

2. Mr. Srikant Pandey, Coordinator

3. Prof. Amrit Kaur Basra, Member Americ Kenn

4. Prof. Rajiv Kumar Goel, Member

5. Prof. Shalini Saksena, Member Shakini Shusee

6. Dr. K. L. Dhingra, Member

7. Dr. Deepti Taneja, Member

8. Mr. Vivek Mohan, Member

9. Mr. Amit Kumar Yadav, Member /

After deliberation it was unanimously resolved to:

1 Ratify the items of the previous meeting.

2 Approve and recommend a tie up with APAR India for opening a certificate course for students on Digital marketing. A detailed presentation was made by APAR India before all the members of the Committee in which various contents and examination related matters were discussed. It was decided that the Principal shall take the necessary approvals from the requisite authorities for the same.

3. The members were of the opinion that an Infrastructure Improvement Committee should be formed immediately to take care of the Infrastructure projects in the College.

The meeting ended with a vote of thanks to the chair.

Prof. Rajiv Chopra, Chairperson

Mr. Srikant Pandey, Coordinator

Prof. Amrit Kaur Basra, Member

Prof. Rajiv Kumar Goel, Member

Prof. Shalini Saksena, Member

Dr. K. L. Dhingra, Member

Dr. Deepti Taneja, Member

Mr. Vivek Mohan, Member

Mr. Amit Kumar Yadav, Member

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25.11.2021

#### MINUTES

A meeting of the IQAC was held on 25 November, 2021 at 11:00 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Coordinator)

Prof. Amrit Kaur Basra (Member)

Dr. Deepti Taneja (Member)

Prof. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Prof. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

Prof. Rajiv Chopra (Chairperson)

The following decisions were unanimously taken and recommend to the competent authority for perusal and necessary action:

- 1. The previous minutes were duly ratified.
- 2. It was resolved to request the Principal to report and seek approval of the Governing Body the promotion related issues of Dr Deepti Taneja and Ms. Renu Singh which has inordinately been delayed due to administrative lapse of the previous incumbent offg. Principal.
- 3. The committee reviewed and appreciated the developmental activities being undertaken as per the advice recommended by the committee constituted for the same.
- 4. It was reported by the Principal that purchase of Desktops through GEM portal is under process. The committee however recommended to take all necessary steps to upgrade the Desktops in the computer labs for their optimal performance.
- 5. It was also resolved to repair/ renovate the existing temporary structures behind the library and construct few more temporary structures for multi-purpose utilization.

- 6. It was resolved to fast track the process of procurement of CCTV through GEM.
- 7. It was resolved to convert two rooms into seminar Room with required furniture and other equipments.
- 8. It was also resolved to postpone/ defer the construction of Language Lab till further submission.
- 9. In the wake of visit of NAAC peer team it was also recommended to paint the exterior as well as interior of the new and old building at the earliest. The expenditure may be incurred from the self generated fund/ Add- on courses as per the prescribed norms.
- 10. Based on the report of the infrastructure committee it was resolved to take appropriate measures (minor construction/ repairs) to avoid the water from permeation into the foundation of the new building. The expenditure may be incurred from the self generated fund/ Add- on courses as per the prescribed norms.
- 11. Keeping in mind the visit of Peer team from NAAC the members were in the opinion that college should take appropriate steps to repair and renovate old wooden windows from the old building at the earliest, the expenditure shall be incurred from the self generated fund/Add-on courses after getting due approval of the statutory purchase committee.
- 12. The members were of the opinion that Guard rooms (02) and TT room (01) must be repaired immediately by hiring day to day workers. The expenditure shall be incurred from the self generated fund/Add-on courses after getting due approval of the statutory purchase committee.
- 13. It was resolved to restore and restructure the canteen from the self-generated fund/Add-on courses. Tender should be invited on Gem Portal.

The meeting ended with a vote of thanks to the chair

Mr. Srikant Pandey (Coordinator)

Prof. Amrit Kaur Basra (Member)

Dr. Deepti Taneja (Member)

Prof. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Prof. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

Prof. Rajiv Chopra (Chairperson)

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07.02.2022

### MINUTES

A meeting of the IQAC was held on 07 February, 2022 at 11:30 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Coordinator)

Dr. Amrit Kaur Basra (Member)

Dr. Deepti Taneja (Member)

Dr. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

Mr. Vishnu Prakash Sinha(Member)

Ms. Reeva Sood (Member)

Mr. Suresh Sharma (Member)

Prof. Rajiv Chopra (Chairperson)

The following decisions were unanimously taken and recommend to the competent authority for perusal and necessary action:

1 Minutes of the previous meeting was confirmed.

2 The ongoing developmental activities as resolved in previous meetings were reviewed and approved. The members appreciated the initiative of student centric semi- permanent rooms and amenities being constructed in the college. It was resolved to sanction the funds from Add-On courses as well as development funds as per the appropriate norms of fiscal prudence.

3 It was resolved to create an herbal garden under the guidance of our honourable member (G.B.) Ms. Reeva Sood.

4. The proposals of our member (G.B.) Sh. Vishnu P. Sinha Ji was deliberated. The MOU of IMS was also deliberated and decided to get it examined by our member (G.B.) Sh. Suresh Sharma ji.

The meeting ended with a vote of thanks to the chair.

Mr. Srikant Pandey (Coordinator)

Dr. Amrit Kaur Basra (Member)

Dr. Deepti Taneja (Member)

Dr. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Dr. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member) \_ UU

Mr. Shubhrendu Singh (Member)

Mr. Sanjeev Kumar (Member)

Mr. Amit Kumar Yadav (Member)

Mr. Vishnu Prakash Sinha(Member)

Ms. Reeva Sood (Member)

Mr. Suresh Sharma (Member) Prof. Rajiv Chopra (Chairperson)

21.03.2022

#### **MINUTES**

A meeting of the IQAC was held on 21 March, 2022 at 11:00 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Coordinator)

Prof. Amrit Kaur Basra (Member) Ame

Dr. Deepti Taneja (Member)

Prof. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Prof. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Amit Kumar Yadav (Member)

Mr. Vishnu Prakash Sinha(Member)

Ms. Reeva Sood (Member)

Mr. Suresh Sharma (Member)

Prof. Rajiv Chopra (Chairperson)

- 1. Minutes of the previous meeting confirmed
- 2. Members appreciated the ongoing developmental activities of the college.
- 3. It was decided to plant herbal trees/ plants in the college in place of an herbal garden.

Meeting ended with a vote of thanks to the chair.

Mr. Srikant Pandey (Coordinator)

Prof. Amrit Kaur Basra (Member) Amail Kan

Dr. Deepti Taneja (Member)

Prof. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Prof. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member) 🦻

Mr. Amit Kumar Yadav (Member)

Mr. Vishnu Prakash Sinha(Member)

Ms. Reeva Sood (Member)

Mr. Suresh Sharma (Member) 🕏

01.06.2022

#### **MINUTES**

A meeting of the IQAC was held on 01 June, 2022 at 11:30 AM in the committee room. The following members were present in the meeting:

Mr. Srikant Pandey (Coordinator)

Prof. Amrit Kaur Basra (Member)

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Dr. Deepti Taneja (Member)

13.23 DM

Prof. Shalini Saksena (Member)

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Dr. K.L. Dhingra (Member)

Prof. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Amit Kumar Yadav (Member)

Mr. Vishnu Prakash Sinha(Member)

Ms. Reeva Sood (Member)

Mr. Suresh Sharma (Member)

- 1. Minutes of the previous meeting was confirmed.
- 2. The members took round of the canteen and other places where infrastructural work is going on. The members appreciated the pace of the developmental activities.
- 3. It was resolved to construct the SPS structure for augmenting the existing infrastructure.
- 4. It was decided to invite application form the eligible teachers non-teaching staff for promotion to the next grade.
- 5. Following issues were discussed and resolved under any other matter:
- i) The building and library should be insured.
- ii) it was resolved to approach Delhi government for installing electric charging points for the vehicle.
- iii) It was resolved to open the salary account in ICICI Bank subject to necessary statutory approval.
- iv) Advertise and expedite the process of appointment of the teaching and non-teaching staff.
- v. It was reported that physical verification of the library has been completed.

vi. It was decided to approach the specialised agencies for creating an appropriate composting pit.

vii) It was resolved to organise FDP in the college.

viii) It was reported that international yoga e- enclave is being organised on 10th& 11th June 2022. Meeting ended with a vote of thanks to the chair.

Mr. Srikant Pandey (Coordinator)

Prof. Amrit Kaur Basra (Member) Amerik Waw

Dr. Deepti Taneja (Member)

Prof. Shalini Saksena (Member)

Dr. K.L. Dhingra (Member)

Prof. Rajiv Kumar Goel (Member)

Dr. Vivek Mohan (Member)

Mr. Shubhrendu Singh (Member)

Mr. Amit Kumar Yadav (Member) mityders

Mr. Vishnu Prakash Sinha(Member)

Ms. Reeva Sood (Member) Mr. Suresh Sharma (Member)