

## G.V.M. GIRLS COLLEGE, SONIPAT

Minutes of the meeting of IQAC held on August 20, 2020 in the office of the Principal, G.V.M. Girls College, Sonipat at 11:00 a.m.

1. Chairperson

- Dr. Jyoti Juneja, Principal

2. IQAC Co-ordinator

- Ms. Kamlesh Chopra, Associate Professor

3. Faculty Members

- Dr. Rashmi Jawa, Associate Professor
- Ms. Rosey Chopra, Associate Professor
- Dr. Sangeeta Singh, Associate Professor
- Ms. Sunita Dhawan, Associate Professor
- Dr. Anita Saini, Associate Professor
- Ms. Punita Batra, Associate Professor
- Ms. Rohini Madan, Associate Professor
- Dr. Renu Bhatia, Associate Professor
- Ms. Ruchika Vermani, Assistant Professor

4. Administrative Officers

- Ms. Anita Gaba, Librarian
- Dr. Suman Nasa, Associate Professor
- Dr. Manjula Spah, Associate Professor
- Mr. Rakesh Juneja, Assistant Professor
- Ms. Mamta Gandhi, Chief Accountant

5. Management Nominee

- Sh. Madan Lal Kumar

6. Nominee from Local Society, Students and Alumni

- Ms. Monika Rangi, Alumni
- Ms. Kiran Nain, Alumni
- Ms. Varnika, Student, B.A. II
- Ms. Roopanjali, Student, B.Sc. II
- Mr. Satpal Ahlawat, Society

7. Nominee from Employers/Industries/Stakeholders

- Dr. Jagdish Batra, O.P. Jindal Global University
- Mr. Rakesh Devgan, Industrialist
- Dr. Geetanjali Grover, Principal, JDKPS, Sonapat

### 1.1 Opening remarks by the Hon'ble Principal Dr. Jyoti Juneja, Chairperson IQAC

The Principal Dr. Jyoti Juneja, Chairperson IQAC welcomed the members to the first IQAC meeting of the session 2020-21.

  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

  
Principal  
Gita Viday Mandir

## **1.2 Confirmation of the minutes of the last meeting of the IQAC held on January 25, 2019-20**

Resolved that the minutes of the 4th meeting of IQAC held on January 25, 2019-20 be confirmed.

## **1.3 Teaching-Learning to be upgraded following online teaching norms**

It was decided that teachers will upgrade to Online teaching, using tools like Microsoft Teams, Google Meet, Zoom. Quality teaching should be focused upon. The members were of the opinion that teachers should come forward with suggestions for improvement. Initiatives for increasing Wi-Fi Campus facilities should be taken.

(Action to be taken by all faculty members)

## **1.4 Initiatives for motivating faculty members to upgrade their knowledge and skills by participating in various faculty development programs, webinars, trainings**

Every member appreciated the efforts of teachers upgrading their knowledge and skills enthusiastically, by participating in various developmental programs. Accepting the new normal due to Covid-19, the teachers decided to stay motivated to deliver quality sessions.

(Action to be taken by every faculty member)

## **1.5 Blended Learning and Motivation and Positivity during Pandemic were chosen as the Best Practices for the coming year**

It was resolved that students will be guided at every step to help them maintain their positivity and their mental health.

(Action to be taken by HODs)

## **1.6 Mentor-Mentee relations to be strengthened**

Review of mentor mentees committees to be done. Newly admitted students must be allotted mentors. Personal counseling sessions and guidance to the students by mentors to be enhanced. The members appreciated the students for their excellent results during exams and laid stress on the importance of nurturing them to be good human beings.

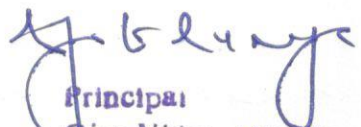
(Action to be taken by all mentors)

## **1.7 Environment Awareness among students to be taken on priority basis**

The members were of the opinion that ecological balance and environmental consciousness be spread among students as it was a burning issue of society as well as the need of the hour.

(Action to be taken by various cells / committees)

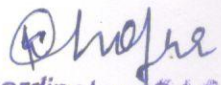
  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

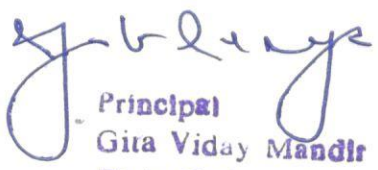
  
Principal  
Gita Vidya Mandir  
Girls College, Sonapat

The meeting ended with a vote of thanks to the Chairperson IQAC, Dr. Jyoti Juneja and other members of IQAC.

Report on follow-up action taken on the decisions adopted by the IQAC in its meeting held on August 20, 2020.

- Wi-Fi routers were updated.
- Mentor-Mentees Whatsapp groups were updated.
- Faculty members enthusiastically participated in National / International Webinars, Faculty Development Programs, Conferences, training programs.
- 1703 trees were planted under Harit Haryana Abhiyan by students in their homes and surroundings and 42 trees were planted at campus
- Regular counseling sessions were conducted for students to overcome the fear of covid-19 pandemic.
- Clean and Green Diwali celebrated with Poster making, Diya making and Organic Rangoli making competitions.

  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

  
Principal  
Gita Viday Mandir  
Girls College, Sonapat



## **G.V.M. GIRLS COLLEGE, SONIPAT**

Minutes of 2nd quarterly meeting of IQAC held on December 16, 2020 in the office of the Principal, G.V.M. Girls College, Sonipat at 11:00 a.m.

**1) Chairperson**

- Dr. Jyoti Juneja, Principal

**2) IQAC Co-ordinator**

- Ms. Kamlesh Chopra, Associate Professor

**3) Faculty Members**

- Dr. Rashmi Jawa, Associate Professor
- Ms. Rosey Chopra, Associate Professor
- Dr. Sangeeta Singh, Associate Professor
- Ms. Sunita Dhawan, Associate Professor
- Dr. Anita Saini, Associate Professor
- Ms. Punita Batra, Associate Professor
- Ms. Rohini Madan, Associate Professor
- Dr. Renu Bhatia, Associate Professor
- Ms. Ruchika Vermani, Assistant Professor

**4) Administrative Officers**

- Ms. Anita Gaba, Librarian
- Dr. Suman Nasa, Associate Professor
- Dr. Manjula Spah, Associate Professor
- Mr. Rakesh Juneja, Assistant Professor
- Ms. Mamta Gandhi, Chief Accountant

**5) Management Nominee**

- Sh. Madan Lal Kumar

**6) Nominee from Local Society, Students and Alumni**

- Ms. Monika Rangi, Alumni
- Ms. Kiran Nain, Alumni
- Ms. Varnika, Student, B.A. II
- Ms. Roopanjali, Student, B.Sc. II
- Mr. Satpal Ahlawat, Society


**7) Nominee from Employers/Industries/Stakeholders**

- Dr. Jagdish Batra, O.P. Jindal Global University
- Mr. Rakesh Devgan, Industrialist
- Dr. Geetanjali Grover, Principal, JDKPS, Sonapat

### **2.1 Opening remarks by the Hon'ble Principal, Dr. Jyoti Juneja, Chairperson IQAC and a welcome note to the members of IQAC**

The Principal welcomed the members to the second quarterly meeting of the IQAC.

  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

  
Principal  
Gita Vidya Mandir  
Girls College, Sonapat

## **2.2 Confirmation of the minutes of 1st quarterly meeting of the IQAC held on August 20, 2020**

Resolved that the minutes of the 1<sup>st</sup> meeting of IQAC held on August 20, 2020 be confirmed

## **2.3 Submission of AQAR 2019-20**

The status of Annual Quality Assurance Report (AQAR) for the period 2019-20 to be submitted to National Assessment and Accreditation Council (NAAC) was discussed. Members were asked to come up with the queries regarding submission of AQAR, if any.

(Action taken by all members of IQAC)

## **2.4 Motivation of Students in Covid-19 pandemic situation**

Members of IQAC chalked out the route path to keep students motivated and focused on their academics as well as extracurricular activities during Pandemic. It was discussed that more online competitions be organized and leisure activities be taken up for students along with their online classes to enhance their mental health.

(Action taken by all Head of Departments)

## **2.5 Faculty details/profile and extended profile**

The members opined that detailed and extended profiles of all the teachers be updated keeping on record the proof and certificates of their achievements in the form of hard copies.

(Action to be taken by, coordinator IQAC, Ms. Kamlesh Chopra, Ms. Rosey Chopra)

## **2.6 Environment consciousness to be promoted through conducting various competitions**

The dire need to preserve environment was discussed. It was decided to promote environment consciousness among students.

## **2.7 Water Conservation and Tree Plantation to be encouraged**

It was decided to ask various head of departments and co-ordinators of different cells to organize Awareness programs and in-house competitions for spreading awareness to protect mother earth

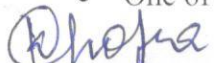
## **2.8 Ensuring the best delivery of quality teaching using online mode**

## **2.9 Creating awareness for the use of online library facilities**

The meeting ended with a 'Thank You' note to the Hon'ble Chairperson IQAC, Dr. Jyoti Juneja and other members of IQAC.

Report on follow-up action taken on the decisions adopted by the IQAC in its meeting held on December 12, 2019-20.

- One of our students secured 1<sup>st</sup> position in District Level Essay Writing Competition

  
Coordinator, IQAC

  
Principal  
Gita Vidya Mandir

- Saree draping workshop was organized by commerce department
- Outreach team organized awareness programme on COVID-19 at Fazilpur Village.
- State Level Slogan Writing Competition and Poster Making Competition was organized on Jal Sanrakshan.
- National Level Online Quiz competition "Go Quizzical" was organized.
- Ballons Painting, Tree Decoration Competition was organized
- Awareness Programmes through Nukkad Natak was organized
- International Yoga Day celebrated through Video Making in Pandemic period and posted on Social Media to have impact on common masses

*Phoja*  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

*y. b. Lunge*  
Principal  
Gita Vidya Mandir  
Girls College, Sonapat



## **G.V.M. GIRLS COLLEGE, SONIPAT**

Minutes of 3rd quarterly meeting of IQAC held on June 23, 2021 in the office of the Principal, G.V.M. Girls College, Sonipat at 11:00 a.m.

**A. Chairperson**

- Dr. Jyoti Juneja, Principal

**B. IQAC Co-ordinator**

- Ms. Kamlesh Chopra, Associate Professor

**C. Faculty Members**

- Dr. Rashmi Jawa, Associate Professor
- Ms. Rosey Chopra, Associate Professor
- Dr. Sangeeta Singh, Associate Professor
- Ms. Sunita Dhawan, Associate Professor
- Dr. Anita Saini, Associate Professor
- Ms. Punita Batra, Associate Professor
- Ms. Rohini Madan, Associate Professor
- Dr. Renu Bhatia, Associate Professor
- Ms. Ruchika Vermani, Assistant Professor

**D. Administrative Officers**

- Ms. Anita Gaba, Librarian
- Dr. Suman Nasa, Associate Professor
- Dr. Manjula Spah, Associate Professor
- Mr. Rakesh Juneja, Assistant Professor
- Ms. Mamta Gandhi, Chief Accountant

**E. Management Nominee**

- Sh. Madan Lal Kumar

**F. Nominee from Local Society, Students and Alumni**

- Ms. Monika Rangi, Alumni
- Ms. Kiran Nain, Alumni
- Ms. Varnika, Student, B.A. II
- Ms. Roopanjali, Student, B.Sc. II
- Mr. Satpal Ahlawat, Society


**G. Nominee from Employers/Industries/Stakeholders**

- Dr. Jagdish Batra, O.P. Jindal Global University
- Mr. Rakesh Devgan, Industrialist
- Dr. Geetanjali Grover, Principal, JDKPS, Sonapat

### **3.1 Opening remarks by the Hon'ble Principal, Dr. Jyoti Juneja, Chairperson IQAC and a welcome note to the members of IQAC**

The Principal welcomed the members to the third quarterly meeting of the IQAC.

  
Coordinator, IQAC

  
Principal  
Gita Vidya Mandir

**3.2 Encouraging the faculty members to keep updating themselves by participating in seminars, webinars, working on research papers**

**3.3 Maintenance, updating and dissemination of information through institute's website**

**3.4 Updation of Study Material on the website**

All sorts of links, videos, documents to be updated on the website, so that students do not face any kind of difficulty regarding their studies during pandemic.

**3.5 It was decided that Google Forms be created for all sorts of data collection**

**3.6 Mentor Mentees Interactions to be encouraged**


**3.7 Review of College Magazine report was done**

Report on follow-up action taken on the decisions adopted by the IQAC in its meeting held on June 23, 2021.

- Faculty members participated in various seminars, webinars and paper presentation
- Teachers shared study materials on language students
- Google forms were created and shared on What's app groups of students

The meeting ended with a 'Thank You' note to the Hon'ble Chairperson IQAC, Dr. Jyoti Juneja and other members of IQAC.

  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

  
Principal  
Gita Viday Mandir  
Girls College, Sonapat



## G.V.M. GIRLS COLLEGE, SONIPAT

Minutes of the fourth meeting of IQAC held on July 27, 2021 in the office of the Principal, G.V.M. Girls College, Sonipat at 11:00 a.m.

**a. Chairperson**

- Dr. Jyoti Juneja, Principal

**b. IQAC Co-ordinator**

- Ms. Kamlesh Chopra, Associate Professor

**c. Faculty Members**

- Dr. Rashmi Jawa, Associate Professor
- Ms. Rosey Chopra, Associate Professor
- Dr. Sangeeta Singh, Associate Professor
- Ms. Sunita Dhawan, Associate Professor
- Dr. Anita Saini, Associate Professor
- Ms. Punita Batra, Associate Professor
- Ms. Rohini Madan, Associate Professor
- Dr. Renu Bhatia, Associate Professor
- Ms. Ruchika Vermani, Assistant Professor

**d. Administrative Officers**

- Ms. Anita Gaba, Librarian
- Dr. Suman Nasa, Associate Professor
- Dr. Manjula Spah, Associate Professor
- Mr. Rakesh Juneja, Assistant Professor
- Ms. Mamta Gandhi, Chief Accountant

**e. Management Nominee**

- Sh. Madan Lal Kumar

**f. Nominee from Local Society, Students and Alumni**

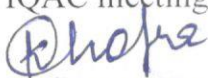
- Ms. Monika Rangi, Alumni
- Ms. Kiran Nain, Alumni
- Ms. Varnika, Student, B.A. II
- Ms. Roopanjali, Student, B.Sc. II
- Mr. Satpal Ahlawat, Society

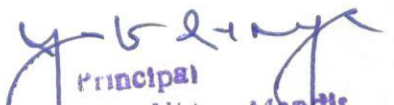
**g. Nominee from Employers/Industries/Stakeholders**

- Dr. Jagdish Batra, O.P. Jindal Global University
- Mr. Rakesh Devgan, Industrialist
- Dr. Geetanjali Grover, Principal, JDKPS, Sonapat

### 4.1 Opening remarks by the Hon'ble Principal Dr. Jyoti Juneja, Chairperson IQAC.

The Principal Dr. Jyoti Juneja, Chairperson IQAC welcomed the members to the IQAC meeting.

  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

  
Principal  
Gita Viday Maan  
Girls College, Sonapat

#### **4.2 Completion of AQAR for the session 2019-20**

Members were asked to complete their assigned tasks related to the submission of AQAR 2019-20.

#### **4.3 Suggestions to enhance quality initiatives by IQAC**

Suggestions to take up quality initiatives based on all 7 criteria were discussed.

#### **4.4 Stress on Entrepreneurship development among students and their career counseling**

It was decided to motivate students and inform them about government schemes to provide entrepreneurship development. Career Counseling initiatives were also discussed to provide information to students.

#### **4.5 To make the students aware of government scholarships and other freeships through website.**

#### **4.6 Discussion on feedback reports**

#### **4.7 Discussion on Constitution of new IQAC committee as per the latest guidelines for the coming session**

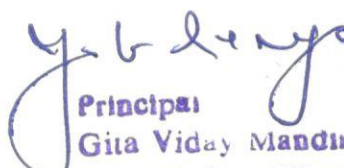
#### **4.8 Presentation and discussion of report criteria wise, selection of new members to be added to IQAC team in different criterias**

Report on follow-up action taken on the decisions adopted by the IQAC in its meeting held on July 27, 2021.

- AQAR 2019-20 submitted
- Constitution of new IQAC was proposed
- Dissemination of various information on college website for admissions was done
- College magazine was released on Farewell of the Principal Dr. Jyoti Juneja on July 31, 2021

The meeting ended with a 'Thank You' note to the Hon'ble Chairperson IQAC, Dr. Jyoti Juneja and other members of IQAC.

  
Coordinator, IQAC  
G.V.M. Girls College, Sonapat

  
Principal  
Gita Vidya Mandir  
Girls College, Sonapat