

A meeting of the IQAC was held on 20<sup>th</sup> February, 2017, to discuss the following matters:

1. Minutes of the last meeting to be read and confirmed.
2. Suruchi Bhatia is on a long leave. It was suggested that another member be included in the IQAC.
3. It was decided that the Mentorship program would be conducted as follows:
  - i) Each department would be responsible for their own Honors students.
  - ii) Dividing the total number of students (almost 2800) by the total number of teachers (about 159) would result in a 1:18 teacher-student ratio.
  - iii) Reserve a period for Mentorship in the Time Table from next semester, and also keep the lists of teacher mentors and student mentees ready. Also set aside specific rooms for each group.
  - iv) TIC should call meetings and keep a record of the same
  - v) Feedback forms should be given online to third year students
  - vi) Interdepartmental Audit was to be held in April 2017
  - vii) In place of Dr. Suruchi Bhatia, Dr Nirmal Tiwari/Dr. Renu Aggarwal to be included in the IQAC.

Members in attendance:

- i) Meenu Gera
- ii) Priti Rai
- iii) Sadhna Sharma
- iv) Manjula Grover
- v) Veena Kapur (Coordinator)
- vi) Pooja Vashisth
- vii) Renu Mehta

A meeting of the Internal Quality Assurance Committee (IQAC) was held on 11 April, 2017, at 11 30 am, to address the following matters:

1. Minutes of the last meeting to be read and confirmed.
2. Review of Student Feedback Forms
3. Discussion about conducting a roundtable on Mentorship
4. Review of Inter Departmental Audit Forms
5. Modalities of online submission on Internal Assessment
6. Any other measures to ensure productive functioning of departments

The following members attended the meeting:

1. Nita N. Kumar (Convener)
2. Nirmala Tiwari
3. Priti Rai
4. Manpreet Kaur
5. Sadhna Sharma
6. Manjula Grover
7. Veena Kapur (Coordinator)
8. Manjeet Madan
9. Shubha Parmar

A meeting of the Internal Quality Assurance Committee (IQAC) was held on 2 November 2017, at 11 30 am, to address the following matters:

1. Minutes of the last meeting to be read and confirmed.
2. Review of the implementation of decisions taken in the last meeting

The following members attended the meeting:

1. Renu Mehta
2. Subarta Singh
3. Manjula Grover
4. Veena Kapur (Coordinator)
5. Priti Rai

A meeting of the Internal Quality Assurance Committee (IQAC) was held on 13 November, 2017, at 11 30 am, to address the following matters:

1. Minutes of the last meeting to be read and confirmed.
2. Deliberations on how to minimize the use of paper in campus
3. Finalize modalities of structuring and submission of lesson plans and evaluation schedule
4. To finalize the schedule of the inter-departmental audit

The following members attended the meeting:

1. Renu Mehta
2. Veena Kapur (Coordinator)
3. Priti Rai
4. Sadhna Sharma
5. Subarta Singh
6. Manjula Grover