

**MATA SUNDRI COLLEGE FOR WOMEN
(UNIVERSITY OF DELHI)**

IQAC : Minutes of the Meeting.

The First meeting of new IQAC internal members was held on 10th October, 2018 at 1.30 in the Principal's Office.

The following Internal Members of the College were present :

Dr. Kawarjit Kaur	Chairperson, Officiating Principal, MSC
S. K.S. Maan	Administrative Officer
Dr. Manisha Mathur	IQAC Coordinator, Department of English, MSC
Dr. Hemlata Krishnani	Member, Department of Philosophy, MSC
Dr. Renu Arora	Member, Department of Commerce, MSC
Dr. Daljit Kaur	Member, Department of History, MSC
Dr. Lokesh Gupta	Member, Department of Hindi, MSC
Dr. Rouble Rani	Member, Department of Pol.Science, MSC
Ms. Gurpreet Kaur	Member, Department of Mathematics, MSC
Dr. Garima Kumar	Member, Department of Psychology, MSC
Ms. Iqbal Kaur	Parent Member
Ms. Taruna Jain	Alumni

The following business was transacted:

- 1 The Principal welcomed all the members of the newly constituted Committee of IQAC.
- 2 She announced that the AQAR Format had been changed this year. She informed the members that the college had already submitted two AQAR reports for 2016-17 and 2017-2018.
- 3 The Principal informed the members that PTA meetings were being held with parents whose wards were short of attendance, However, there was a need to hold a PTA meeting at the central level. She requested all members to initiate action in this regard with the assistance of Student Advisors.
4. She urged the IQAC to take measures to further boost research activities in the college.
- 5 It was decided that Alumni Meet at Central level should be held in December.

6. The IQAC Coordinator also informed all members that a workshop under Capacity Building on ICT is being conducted for the Teaching and Non Teaching Staff from 15th to 18th October 2018.
7. The Principal further conveyed that Mr. Satveer from History department had given various innovative ideas for ICT and the IQAC team could seek his assistance from time to time.
8. It was suggested that the college should apply for ISO Certification.
9. The Principal further showed her concern for the Academic and Administration Audit for the current year.
10. It was suggested to plan a workshop on OPAC and J-STOR Software for Teaching Staff as well as students.

M. Mathur

Dr. Manisha Mathur
IQAC Coordinator

Kawarjit Kaur

Dr. Kawarjit Kaur
Chairperson-IQAC