






















R.K.S.D. (P.G.) College, Kaithal

Attendance

Following members of IQAC attended the meeting held on November 03, 2020 at 11.30 am in the Conference Room of the college.

- | | Signature | | Signature |
|---|---|--|--|
| 1. Dr. S.K. Goyal (Chairperson) |  | 11. Dr. Seema Gupta (Co-ordinator) |  |
| 2. Sh. Rattan Bansal, FCA (Nominee Management) |  | Members Teaching Staff | |
| 3. Sh. Mahesh Mangal (Nominee Management) |  | 12. Dr. Rajbir Parashar |  |
| 4. Dr. Rajesh Goyal (Nominee from Employers/Stakeholder/ Industrialist.) |  | 13. Dr. Gagan Mittal |  |
| 5. Sh. Deepak Agarwal (Nominee from Employers/ Stakeholder/ Industrialist.) |  | 14. Prof. Shri Om |  |
| 6. Sh. Ram Chaudhary Advocate (Nominee Alumni) |  | 15. Dr. Shilpy Aggarwal |  |
| 7. Sh. Anil Kumar Garg (Nominee Administrative Staff) |  | 16. Dr. Virender Pal Goyal |  |
| 8. Sh. Jaidev (Nominee Administrative Staff) |  | 17. Dr. Surender Singh |  |
| 9. Sh. Amit Gupta (Nominee Administrative Staff) |  | 18. Dr. Anil Jindal |  |
| 10. Ms Rita (Nominee Students) |  | 19. Dr. Ritu Kang Walia |  |
| | | 20. Prof. Nidhi Goyal (Evening Session) |  |
| | | 21. Prof. Ankit Garg (Evening Session) |  |


Coordinator
IQAC

R.K.S.D. (P.G.) College
Kaithal


Principal
R.K.S.D. (PG) College
KAITHAL



R.K.S.D. (P.G.) COLLEGE, KAITHAL

('A' Grade, NAAC Accredited) (Evening Session)

Affiliated to Kurukshetra University, Kurukshetra

Ph. 01746-222368, Fax : 235119

Website: rksdcollege.com, E-mail: rksdcollegektl@yahoo.com

Ref. No.

MINUTES OF IQAC MEETING

Dated.....3/11/20.....

Meeting No.3

Minutes of the Meeting of IQAC held on Nov. 3, 2020 at 11:30 am in Conference Room of the College chaired by the Principal, Dr. S.K. Goyal.

Members Present:

1. Dr. S. K. Goyal (Chairperson)
2. Dr. Seema Gupta (Coordinator)
3. Sh. Rattan Bansal
4. Sh. Mahesh Mangal
5. Dr. Rajesh Goyal
6. Sh. Deepak Agarwal
7. Sh. Ram Chaudhary
8. Dr. Rajbir Parashar
9. Dr. Gagan Mittal
10. Mr. Shri Om
11. Dr. Shilpy Aggarwal
12. Dr. Virender Pal Goyal
13. Dr. Surender Singh
14. Dr. Anil Jindal
15. Dr. Ritu Kang Walia
16. Ms. Nidhi Goyal (Evening Session)
17. Mr. Ankit Garg (Evening Session)
18. Mr. Anil Kumar Garg
19. Mr. Jaidev
20. Mr. Amit Gupta
21. Ms. Rita

सत्यम् शिवम् सुन्दरम्



• **To confirm minutes of the last meeting**

Read by the co-ordinator, Dr. Seema Gupta, minutes of the last meeting were unanimously confirmed. ATR was also reviewed.

• **Upgrading Wi-Fi system**

As per urgency created by the lockdown due to the pandemic COVID -19, for smooth conduct of teaching-learning and additional obligations of the institution, after due deliberations it was suggested that Wi-Fi system be upgraded.

Seema
Coordinator

IQAC

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- **Up-gradation of Digital Infrastructure**

The paraphernalia of G Suite was made available to the faculty and students for online education.

- **Timely submission of AQAR (2019-20)**

For timely submission of AQAR, IQAC members were assigned specific criterion for primary collection and documentation of required information and data.

Criterion –I Dr. Seema Gupta & Ms Nidhi Goyal (Evening session)

Criterion –II Dr. Surender Singh

Criterion –III Dr. Shilpy Agarwal & Dr. Ritu Kang

Criterion –IV Mr. Shri Om

Criterion –V Dr. Anil Jindal

Criterion –VI Dr. Gagan Mittal

Criterion –VII Dr. V.P. Goyal

Programmer: Mr. Ankit Garg (Evening Session) & Mr. Amit Gupta

Overall In-charge: Dr. Rajbir Parashar & Dr. Seema Gupta

- **To take stock of Infrastructural up-gradations**

While taking stock of Infrastructural up gradations, the house reviewed the progress of various projects in relation to quality assurance of teaching-learning process, and it was suggested to continue the projects planned.

- **Installation of Shooting Range and Boxing Ring in Indoor Stadium**

After successful installation of Shooting Range and Boxing Ring, inauguration ceremony was planned in Indoor Stadium on Nov. 9, 2020.

- **Renovation and modernization of Administrative Office**

Reviewed the progress of ongoing work likely to be completed in time.

- **Technically Equipped Language Resource Centre**

Reviewed the progress of ongoing work likely to be completed in time.

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- **Needful infrastructural up-gradation of the class rooms at Tagore Bhawan**

As per the feedback from the students, IQAC explored the need of up-gradation of classrooms and washrooms at Tagore Bhawan for providing the better environment to the students and faculty.

- **Up-gradation of Staff Room**

As per the feedback received from faculty, IQAC advised proper steps to up-grade the Staff Room

- **Completion of Newly constructed Extension Building, Initiating the plan of new Cafeteria for students and White washing of the college building**

It was felt that like other infrastructural projects, the matter need to be taken up at appropriate level for completion within a stipulated time.

- **To plan ERP**

To implement ERP, Management Information System in accordance with the technological imperatives mandated by the affiliating University and Haryana Govt, steps to be taken.

- **To document students' progression at appropriate levels**

It was advised to take concrete steps.

- **Internal and external audit at Academic and Administrative levels**

Available options to be looked into.

- **Organization of State/ National and International Seminars/ Webinars/ FDPs and Quiz contests**

In given conditions due to COVID – 19, required initiatives to be taken at different levels to organize online State/National and International Seminars/ Webinars/ FDPs and Quiz contests.

- **To explore Additional quality audit**

It was suggested to explore Additional quality audit mechanism for overall quality assessment prior to and in addition to the mandates of NAAC as NIRF.

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- **Initiation of Add-on/ Certificate Courses**

To start Add-on/ Certificate Courses, all the teaching departments were advised to take needful steps for relevant proposals.


At the end, the chairperson and the coordinator thanked all the members of IQAC for their positive inputs and suggestions made in the interest of the institution.



(Dr. Seema Gupta)
Coordinator


(Dr. S.K. Goyal)
Principal

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Action Taken Report of IQAC Meeting held on Sept. 15, 2020

- **Scrutiny and Approval of API of two faculty members**
Done
- **To explore the provisions of New Education Policy 2020**
An Interdepartmental Exchange Programme on 'National Education Policy-2020 has been planned.
- **Installation of Shooting Range and Boxing Ring in Indoor Stadium**
Done
- **Installation of RO, Centralized Water Purifying System and Chilling Plant**
Approved unanimously for further action.

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