

Estd:1962



Principal (O): 4303100

Fax: 4300443

Email: inpgcollegemeerut@yahoo.com

Website: inpgcollege.org

ISMAIL NATIONAL MAHILA (P.G.) COLLEGE, MEERUT

~ Empowering Young Women ~

(Affiliated with C.C.S. University, Meerut)

Re-accredited by NAAC with A Grade in 2nd Cycle 2015

CPE Status ; College of Excellence : 2010

Date: 08-08-2023

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

The first Meeting of Internal Quality Assurance Cell session 2023-2024 was held on 08 August 2023.

The Principal welcomed all the members of the IQAC and briefed about the various quality assurance initiatives of the College and requested the IQAC Coordinator to proceed as per the agenda.

Agenda 1	Approval of IQAC Activity Calendar for the Academic Year 2023-2024
Resolution	The IQAC Activity Calendar for the Academic year 2023-2024 was proposed to the Committee and approved by the members. The Calendar includes various activities such as workshops on usage of e- resources, communication skills, FDP and the subsequent IQAC meetings, the academic administration audits also lined up, and also activities related to ranking and accreditation such as NIRF.
Agenda 2	Quality Enhancement
Resolution	Members are sincerely agreed to enhance and develop a Quality Benchmark for different types of academic and administrative activities of our prestigious college.
Agenda 3	To discuss and approve the organogram of College
Resolution	The College has prepared the organogram under the guidance of Principal. The IQAC committee suggested some modification and it was decided to finalize it in the upcoming committee meeting
Agenda 4	To collect the details of the passed-out students
Resolution	The Principal asked the office superintendent Mr. Yogendra to collect the details of the passed put students. Details such as their place of work or the college in which they are pursuing the higher studies, the designation of their current position their phone numbers, their residential address etc.
Agenda 5	Departmental Action Plan & Maintenance and updating Academic Records
Resolution	Resolved to prepare Departments action plans and to update all the academic records.
Agenda 6	Review the overall progress of the academic co-curricular, extracurricular, research activities and extension activities

Resolution	The Co-ordinator briefed about various ongoing activities in the campus and motivated and guided IQAC to maintain the quality culture in the college
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Prof. Deepti Kaushik proposed Vote of Thanks, expressed his gratitude to all the members for their valuable suggestion, continuous contribution in over all progress of the institute. She also assured the members that all the suggestions will be incorporated and needful actions will be initiated to achieve the stated targets. Finally with the permission of the chair she concluded the meeting.


Prof. Deepti Kaushik
 IQAC Coordinator




Prof. Anita Rathi
 Chairperson Principal

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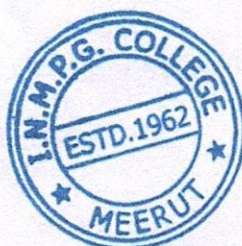
Date: 08-08-2023

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on August 08, 2023 in the Principal Office.

S. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Ms. Nikhat Umaira	Assistant Professor	
5.	Dr. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Sh. Sanjeevshwar Prakesh	One member from management	
12.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
13.	Ms. Anita Rana	Social Worker	
14.	Ms. Mansi Sharma	Student	
15.	Dr. Aparna Vats	Alumni	
16.	Sh. Brij Bhushan	Employer	
17.	Sh. Ram Kumar Gupta	Industrialist	
18.	Sh. Rohtash Agarwal	Stakeholder	

Prof. Deepti Kaushik
IQAC Coordinator
Ismail National Mahila PG
College, Meerut



Prof. Anita Rathi
Chairperson Principal
Ismail National Mahila (P.G.) College
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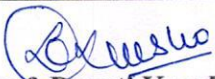
Date: 13-09-2023

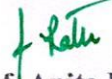
Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

The second IQAC Meeting of Internal Quality Assurance Cell session 2023-2024 was conducted under the chairmanship of Principal Prof. Anita Rathi on 13 September 2023. The meeting started by welcoming of IQAC by the Coordinator Prof. Deepti Kaushik.

Agenda 1	Resolving the students grievances related to the University.
Resolution	Many students of Urdu department have complained that the marks sheets has not come though they had finished their studies, some students have complained that they are marked absent in internal examination. IQAC members asked the office staff to resolve these issues at the earliest.
Agenda 2	To conduct academic and extension activities through- out the year
Resolution	All the In-charge of department were instructed to propose their programmes to be conducted in the session 2023-24
Agenda 3	To start certificate course in academic year 2023-24
Resolution	It was guided and suggested by the Principal and IQAC Coordinator that all In-charge should start Certificate /Value added and Add on Course (those already have passed by IQAC committee) for students.
Agenda 4	To organize activities under MOUs
Resolution	It is ensured that all the MOUs are active. It was suggested that In-charge prepare the activities under MOUs and submit the report to IQAC.
Agenda 5	Students Induction Programme
Resolution	Resolved to conduct the student Induction Programme for 2023-24.


Prof. Deepti Kaushik
IQAC Coordinator


Prof. Anita Rathi
Chairperson Principal



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S. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Ms. Nikhat Umaira	Assistant Professor	
5.	Dr. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Sh. Sanjeevshwar Prakesh	One member from management	
12.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
13.	Ms. Anita Rana	Social Worker	
14.	Ms. Mansi Sharma	Student	
15.	Dr. Aparna Vats	Alumni	
16.	Sh. Brij Bhushan	Employer	
17.	Sh. Ram Kumar Gupta	Industrialist	
18.	Sh. Rohtash Agarwal	Stakeholder	

Prof. Deepti Kaushik
IQAC Coordinator
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Chairperson, IQAC
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Date: 11-10-2023


Internal Quality Assurance Cell (IQAC)


Minutes of IQAC Meeting

In the beginning of third meeting Principal Prof. Anita Rathi welcomed respective IQAC Committee members on Wednesday 11 October 2023. The Coordinators Prof. Deepti Kaushik presented the detailed agenda and facilitated the deliberations.

Agenda 1	Result Analysis
Resolution	Resolved to analyze the result analysis subjects wise and course wise. Result was analyzed and overall pass percentage of different courses are as follows- 1-B.A. – 90% 2-B.Com.- 90.41 % 3-B.Sc. – 90.90 % 4-M.A. (Hindi) – 88.88 % 5- M.A. (Sans) – 88.87% 6- M.A. (Urdu) – 100 % 7- M.A. (English)- 92.85%
Agenda 2	Discussion relating to up-gradation for college website
Resolution	For the up gradation of the college website certain changes made to the college website. 1-Changes in the design of the college website making it more appealing and user friendly 2- Increase in the size of space for uploading of documents to be reflect on college website.
Agenda 3	Discussion on Internal Examination and Assessment of student performance
Resolution	Internal examinations were conducted by the each department. On the basis of assignment, attendance and Viva-Voce students performance in classes were assessed.
Agenda 4	Appraisal of the Preparation for NAAC and Advisory by the Hon'ble Management members
Resolution	Members suggested improving the quality of supporting documents, recommended consolidating institutional policies and guidelines into well

	documented formats. Secretary, assured of support in terms of resources, approvals and strategic guidance.
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Prof. Deepti Kaushik
IQAC Coordinator


Prof. Anita Rathi
Chairperson Principal



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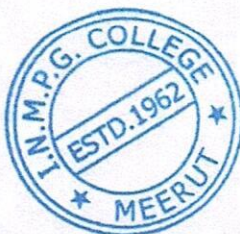
Date: 11-10-2023

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on October 11, 2023 in the Principal Office.

S. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Ms. Nikhat Umaira	Assistant Professor	
5.	Dr. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Sh. Sanjeeveshwar Prakesh	One member from management	
12.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
13.	Ms. Anita Rana	Social Worker	
14.	Ms. Mansi Sharma	Student	
15.	Dr. Aparna Vats	Alumni	
16.	Sh. Brij Bhushan	Employer	
17.	Sh. Ram Kumar Gupta	Industrialist	
18.	Sh. Rohtash Agarwal	Stakeholder	

Prof. Deepti Kaushik
IQAC Coordinator
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Date: 16-11-2023


Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

NAAC Coordinator Prof. Deepti Kaushik welcomed the Chairperson Prof. Anita Rathi and all members of Internal Quality Assurance Cell. The following agenda items were discussed during the meeting held on November 16, 2023 and it was unanimously resolved to implement them. the meeting was adjourned after the Vote of Thanks.

Agenda 1	Preparation and submission of AQAR 2022-2023
Resolution	It is resolved to submit AQAR by 15 th March (Preparation of IQAR is under progress)
Agenda 2	Progress of IIQA
Resolution	It is resolved to submit IIQA after the submission of 2022-2023
Agenda 3	Preparation for III cycle of NAAC Accreditation
Resolution	In order to strengthen the preparation for III Cycle of NAAC accreditation, the Principal highlighted that meeting with the criterion coordinators are to be conducted on a weekly basis to review the progress of both Qualitative and Quantitative metric.
Agenda 4	Enhancing extracurricular activities through Electoral Literacy Club, Road Safety Club and Prahari Club
Resolution	The Electoral Literacy Club will organize voter awareness campaigns. The Road Safety Club will conduct traffic awareness workshop in collaboration with the local authorities. The Prahari Club will organize self defense workshop for the students.


Prof. Deepti Kaushik
IQAC Coordinator


Prof. Anita Rathi
Chairperson Principal



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Date: 16-11-2023

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on November 16, 2023 in the Principal Office.

S. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Ms. Nikhat Umaira	Assistant Professor	
5.	Dr. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Sh. Sanjeevshwar Prakesh	One member from management	
12.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
13.	Ms. Anita Rana	Social Worker	
14.	Ms. Mansi Sharma	Student	
15.	Dr. Aparna Vats	Alumni	
16.	Sh. Brij Bhushan	Employer	
17.	Sh. Ram Kumar Gupta	Industrialist	
18.	Sh. Rohtash Agarwal	Stakeholder	

Prof. Deepti Kaushik

IQAC Coordinator

Ismail National Mahila PG
College, Meerut



Prof. Anita Rathi

Principal
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Date: 11-12-2023

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

In the beginning of fifth meeting Principal Prof. Anita Rathi welcomed respective IQAC Committee members on Monday 11 December 2023. The Coordinators Prof. Deepti Kaushik presented the detailed agenda and facilitated the deliberations.

Agenda 1	Status report of various criteria and further Action Plan.
Resolution	Prof. Deepti Kaushik addressed the faculty members to collect and complete the data of all the criteria related to NAAC. Each criteria head updated regarding data collection and remaining task in criteria allotted to them. She also shared the urgency to work and shared the evaluation of college for NAAC.
Agenda 2	Data management of all documents in Drive and shared folders.
Resolution	The meeting concluded with a request from Dr. Swarna to generate all the data and documents in various criteria and share with the faculties so that the data can be verified and added by all the concerned faculties. Also the data in various categories to be organized in common drive and in one folder for easy access.
Agenda 3	Discuss the problems faced by non-teaching staff during preparation of SSR
Resolution	Principal asked the non-teaching staff to clarify any doubts or problems which they are facing while giving data for filling up of the SSR. The members discussed the problems faced in calculating students numbers under categories

Prof. Deepti Kaushik
IQAC Coordinator



Prof. Anita Rathi
Chairperson Principal

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CPE Status ; College of Excellence : 2015

Date: 11-12-2023

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on December 11, 2023 in the Principal Office.

S. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Ms. Nikhat Umaira	Assistant Professor	
5.	Dr. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Sh. Sanjeevshwar Prakesh	One member from management	
12.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
13.	Ms. Anita Rana	Social Worker	
14.	Ms. Mansi Sharma	Student	
15.	Dr. Aparna Vats	Alumni	
16.	Sh. Brij Bhushan	Employer	
17.	Sh. Ram Kumar Gupta	Industrialist	
18.	Sh. Rohtash Agarwal	Stakeholder	

Prof. Deepti Kaushik

IQAC Coordinator

Ismail National Mahila PG
College, Meerut



Prof. Anita Rathi

Chairperson, Principal
Ismail National Mahila (P.G.) College
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Date: 15-03-2024

Internal Quality Assurance Cell (IQAC)


Minutes of IQAC Meeting

In the beginning of sixth meeting Principal Prof. Anita Rathi welcomed respective IQAC Committee members 15 March 2024. The Coordinators Prof. Deepti Kaushik presented the detailed agenda and facilitated the deliberations.

Agenda 1	To fill IQA for NAAC
Resolution	Hon'ble Principal Prof. Anita Rathi, verify all the documents prepared for IQA submission. After discussion with IQAC Coordinator Prof. Deepti Kaushik and all In-charge of Departments IQA submission is scheduled in May 2024.
Agenda 2	To review prepared documents of NAAC
Resolution	Principal Prof. Anita Rathi and IQAC Coordinator Prof. Deepti Kaushik reviewed all documents prepared for NAAC.
Agenda 3	To discuss about SSR submission.
Resolution	After discussion it was decided to finalize the document for SSR submission.
Agenda 4	To review all committee and its report.
Resolution	The review of all committees is taken by the Principal and IQAC coordinators. The detailed report of each committee is submitted to IQAC.
Agenda 5	Conduction of International Conference.
Resolution	It was resolved that International Conference will be held on May 05, 2024. Dr. Swarna was instructed to take review of necessary preparation.


Prof. Deepti Kaushik
IQAC Coordinator




Prof. Anita Rathi
Chairperson Principal

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Date: 15-03-2024

Internal Quality Assurance Cell (IQAC)

Following members were present for the meeting held on March 15, 2024 in the Principal Office.

S. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Ms. Nikhat Umaira	Assistant Professor	
5.	Dr. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Sh. Sanjeevshwar Prakesh	One member from management	
12.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
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14.	Ms. Mansi Sharma	Student	
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18.	Sh. Rohtash Agarwal	Stakeholder	

Prof. Deepti Kaushik

IQAC Coordinator

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Prof. Anita Rathi

Chairperson, Principal

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
Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting

In the beginning of seventh meeting Principal Prof. Anita Rathi welcomed respective IQAC Committee members on 12 April 2024. The Coordinator Prof. Deepthi Kaushik presented the detailed agenda and facilitated the deliberations.

Agenda 1	To discuss about the NIRF evaluation process.
Resolution	The members discussed about the NIRF ranking evaluation process and the members gave few suggestions such as quality of publications, sponsored such as quality of publication, sponsored projects and perceptions etc. for improving the NIRF ranking of the Institution.
Agenda 2	Internal and External Academic and Administrative Audit.
Resolution	Resolved to conduct Internal and External Academic and Administrative Audit in the college. The Department shall be asked to prepare data and external team also be arranged in this regard. It was also decided to conduct a Departmental level NAAC Coordinator meeting before the academic audit.
Agenda 3	Financial support to faculty members for attending Seminar/Conferences/Workshop/FDP/ Refresher/ Orientation/Short term courses.
Resolution	Decided to provide financial support to the faculty members for attending Seminar/ Conferences/ Workshop/ FDP/ Refresher/ Orientation/ Short term courses. (ATR) sent to Principal/Management for approve)
Agenda 4	NSS Camp should be organized in Rural Areas for spreading awareness
Resolution	The Principal instructed to the programme officers of NSS to organize a camp in the rural areas for spreading awareness towards health and hygiene etc.


Prof. Deepthi Kaushik
IQAC Coordinator


Prof. Anita Rathi
Chairperson Principal



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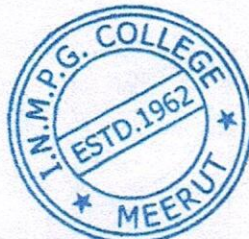
Following members were present for the meeting held on April 12, 2024 in the Principal Office.

S. No.	Name	Designation	Signature
1.	Prof. Anita Rathi	Principal/Chairperson	
2.	Prof. Deepti Kaushik	Coordinator	
3.	Dr. Swarna	Assistant Professor	
4.	Ms. Nikhat Umaira	Assistant Professor	
5.	Dr. Monika	Assistant Professor	
6.	Dr. Diksha Rani	Assistant Professor	
7.	Dr. Mamta Singh	Assistant Professor	
8.	Dr. Kavita Garg	Assistant Professor	
9.	Dr. Soniya Gupta	Assistant Professor	
10.	Dr. Sarika Sharma	Assistant Professor	
11.	Dr. Mani Bhardwaj	Internship In-charge	
12.	Sh. Sanjeevshwar Prakesh	One member from management	
13.	Sh. Yogendra Agarwal	Administrative Representative Office Superintendent	
14.	Ms. Anita Rana	Social Worker	
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Prof. Deepti Kaushik

IQAC Coordinator

Ismail National Mahila PG
College, Meerut



Prof. Anita Rathi

Chairperson (Principal)
Ismail National Mahila (P.G.) College
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