

**IQAC / NAAC Meeting**  
**On 18-02-2021**  
**at**  
**Principal's Office**

A meeting was held at **Principal's Office**, as was decided by the committee members in the last meeting called by NAAC/IQAC Incharge of the Institution Dr. Archana Saxena, and **following matters were discussed in the presence of Office Secretary Mr. Rohit Tomar and the Accountant Mr. Anshu Agarwal. The college librarian Dr. Sharvari Shukla was also present in the meeting.**

1. After 2022 the college shall receive no financial support from Government if our college fails to get Accreditation certificate from NAAC.
2. College website is mandatory for registration in the NAAC portal.
3. The library must be digitalised.
4. College must be digitalised as per NAAC protocol as it is essential to maintain the ratio between the students and the computing systems owned by the college.
5. It was suggested by the Principal, Dr. Rithambhara that the NAAC/IQAC committee of the college must include 5 ex-students and 2 old teachers in it.
6. Dr. Archana Saxena. Incharge IQAC/NAAC suggested to hire private agency to help us in the tedious work of preparation for the assessment and accreditation.
7. Dr. Sharvari Shukla requested to renovate the library building.
8. Dr. Sangeeta Awasthi informed the Principal that we have decided to share a google form with the teaching staff so that they can fill their annual Self- Appraisal
9. Dr. Lt. Anjita Singh said that the committee must have a separate room for the smooth conduction of work.

10. Dr. Anju Singh informed Dr. Rithambhara that it was decided in the committee meeting that the EDUTECH department may be used by the committee but for that it is important to renovate it.
11. Dr. Rajkishori reminded the Principal that the college must have a Canteen and a Common Room for the Students.
12. Dr. Rita Srivastava informed the Principal that the Alumni association may organise a fete in the college campus to raise fund and use it for the development of the college.
13. Mr. Anshu, the accountant informed the committee that the file concerning the website formation of the college is duly forwarded to the concerned department which is headed by Mr. Arun Srivastava for perusal and comments.
14. He also asked Dr. Sangeeta Awasthi, who is the incharge of the website concerning matters to read the documents thoroughly and see the terms and the conditions once again. He advised that the Domain must not change.
15. It was also informed by Mr. Anshu that as per 1959 Act it may be so that our college is exempted from paying any fees for the NAAC accreditation and assessment.
16. Mr. Rohit Tomar contradicted on this ground and informed that as per latest rules and regulations we have to pay the required fees.
17. Dr. Jaba kusum Singh informed that it is essential that the college library must purchase E-books and journals. NAAC committee shall certainly scrutinise our last 5 years purchasing.
18. The committee members jointly agreed that its high time now and it is the need of the hour that we must start working on the aforesaid urgent matters discussed in the meeting.
19. OS Mr. Rohit Tomar suggested that we may call an online meeting with a private agency. He also pointed out that it is a matter of real concern that how we would bear the cost required to hire an agency. He underlined that our institution is governed by Nagar Nigam

and it is essential to convince them to pay the outsourcing body that shall help us in managing the assessment and accreditation process.

20. Dr. Archana Saxena explained Dr. Rithambhara that it is necessary to initiate some diploma courses on skill development, personality development and language skills.

21. Mr. Rohit Tomar suggested we can approach any open university to use our campus as their learning centre.

22. Dr. Rithambhara expressed that it is very necessary to renovate the Games Field, toilets etc. she also added that beautification of the infra-structure is pre requisite.

23. It was decided to have an online meeting with White Code which is a private agency on 1<sup>st</sup> March 2021. The meeting shall be chaired by our Principal and all the members and office staffs present today shall attend the meeting to know the pros and cons of outsourcing.