



**Bharati College
(University of Delhi)**

Internal Quality Assurance Cell

A meeting of the IQAC was held on 5th August 2019 at 2:45 pm in the committee room to discuss the in response to principal's call for meeting. The following members were present:

Dr. Hukli Sanyal	
Dr. Anurupa Mahajan	
Dr. Jaya Khandel	
Dr. Rubhi Jain	
Ms. Shobha Singh	
Dr. Kamini Bhutani	
Dr. Sijit Sahu	
Dr. Rajni	
DR-SARITA PATHAK YADAV	
Dr. Nida Anjum	
DR VANDANA BANSAI	

1. It was decided that mentees should be allocated to only full time teachers.

2. The mentees' list would be prepared by the technical staff and approved by the IQAC coordinator.

3. The list would be uploaded on college website.

4. The teachers would be encouraged to create whatsapp groups with their mentees for better interaction.

5. The teachers should be sensitive towards their mentees' well being and available when needed.



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DELTA Page No. _____
Date _____

A meeting of the organising committee for non-teaching workshop was held on 16th September, 2019 to discuss the modalities related to the workshop.

Pranvi 16/9/19 Bhulani 16/9/19 Allyani

Rajni 16/9/19 Anjali 16-9-19

Simran 16/9/19 Pooja 16/9/19

It was decided to hold the workshop on 26th & 27th September, 2019 on "Skill Enhancement in Personnel Administration." as requested by the Administrative officer Ms. Parnanand and an approximate budget of Rs. 70,000/- was recommended.

Aradhya Pranvi 16/9/19

Rajni Simran 16/9/19

Aradhya 16/9/19 Pooja 16/9/19

Bhulani 16/9/19 Anjali 16-9-19

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DELTA Page No. _____
Date _____

An Emergency meeting of the IQAC was held on 1.10.2019. The following members were present:

- ① Dr. Anupama Mahajan *Anupama*
- ② Dr. Anurajita Wadhwa *Anurajita*
- ③ Dr. Kamini Bhutani *Bhutani*
- ④ Dr. Prem Kumari *Prem*
- ⑤ Dr. Shilpi Sahi *Sahi*
- ⑥ Ms. Shobhana Sinha *Shobhana Sinha*
- ⑦ Mr. Pawanand Singh *Pawanand Singh*
- ⑧ Ms. Jaywanti *Jaywanti*

① It was decided that a member from the Library be added to the IQAC. The Librarian would be most suitable.

② It was decided that the T-i-C of all departments would be made responsible for supply of feedback of teachers from students.

③ It was decided that T-i-Cs would be asked to maintain a record of academic achievements and other data of their department, including research related work.

④ The coordinator shared the list of subcommittees with the IQAC members.

⑤ The final list of IOAC members was notified including the new additions and replacements. They are as following:

- 1) Ms. Deepika - Teacher Member
- 2) Mr. Nikhil Mathotra - Technical
- 3) Ms. Lakshita - Student member
- ④ Mr. Rajan Mehta - Business / Ent-repreneur
- ⑤ Ms. Nishi Khanna - Alumni
- ⑥ Dr. Vikas Gupta - Local Society
- ⑦ Ms. Rajiv Verma - Parent

Prerna

Subhash

Prerna
1/10/2019

Prerna
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Prerna
1.10.19

Prerna
1/10/19



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Minutes of the IQAC meeting held on 21 July, 2020

A meeting of IQAC was held on 21st July 2020 at 3 pm on Google Meet. The following members were present:

Dr. Rekha Sapra

Dr. Nandini C. Sen

Dr. Kamini Bhutani

Dr. Mala Rani

Dr. Prem K. Singh

Dr. Jaya Keral

Dr. Shilpi Sahi

Dr. Rajni

Dr. Deepika Dewan

Dr. Shobhana Sinha

Ms. Lajwanti

Dr. Shalu Kaur

Dr. Ankit Gupta

Dr. Nazish H. Khan

Dr. Anuj Kumar

Ms. Meenakshi Gupta

The following points were discussed:

1. The committee members discussed the changes being made to the college website. It was informed that a separate login will be provided to each faculty member and CVs of all

faculty members will also be updated on the website in a pdf format. The members were apprised that the homepage of the college website which has already been created will be shared with the IQAC members soon.

2. It was suggested that there should be uniformity in the data given in the departmental reports. To look into this matter, Dr. Kamini Bhutani and Dr. Jaya Keral volunteered to form a separate team.

3. It was also informed that the faculty members will now get an official Email Id for all official communication and an email will be sent soon regarding the same.

4. It was brought to the notice of the committee that several sections of the NAAC Self Study Report haven't been completed due to lack of relevant data from faculty members. It was decided that a deadline will be given for the completion of the SSR and permanent faculty members will also be involved in getting this work done in case the SSR has been allocated to an Ad-hoc faculty.

5. Further it was discussed that the college is in need of several new online platforms such as Microsoft Team, Online tools for generating feedback and analysing data for NAAC, etc. Therefore, it was decided that separate proposals will be made for procuring such tools and softwares.

6. IQAC Convener, Dr. Nandini C. Sen also suggested that the College should launch an internship programme where Undergraduate and Post Graduate students can apply based on different skill sets which will be used for creating specific content for the college. These students will be given certificates after the successful completion of the internship. Dr. Nandini C. Sen, Dr. Mala Rani and Dr. Shilpi Sahi volunteered to supervise this initiative.

7. The committee also decided that global collaborations with esteemed Universities and other academic institutions should be encouraged and such partnerships should be made to strengthen academia.

8. Members also discussed the ongoing 'distinguished lecture series' in collaboration with IQAC which has been pioneered by the English Department. It was decided that other departments will also be inviting experts from their subject areas in the coming days.

9. Dr. Mala Rani informed the IQAC members about a proposal by IIT Bombay for conducting a five-day faculty development programme for all the faculty members of Bharati College. It was acknowledged as a welcome initiative by the committee members and it was decided that the FDP will be conducted soon.



Dr.Nandini Sen



Dr. Rekha Sapra
Officiating Principal
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C-4, Janakpuri, New Delhi-110058



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Minutes of the IQAC meeting held on 24th September 2020

A meeting of the IQAC was held in virtual mode on 24th September, 2020.

The following members were present:

- 1) Dr. Nandini Sen
- 2) Dr. Anupama Mahajan
- 3) Dr. Mala Rani
- 4) Dr. Kamini Bhutani
- 5) Dr. Jaya Keral
- 6) Dr. Rajni Saroha
- 7) Dr. Prem Kumari
- 8) Dr. Sangit Sarita
- 9) Ms. Shobhana Sinha

1. The meeting began with the reporting of the Demo organised by the various Public Address systems companies whose tenders had been shortlisted by the Purchase Committee. The Demo session had been attended by Dr. Nandini Sen and Ms. Shobhana Sinha from the IQAC.

2. The Committee pointed out that a determination of the suitability of the systems was beyond the purview of the IQAC committee. The task of the IQAC was to requisition for the item. Further, the Technical Committee would be more equipped to assess the system.

3. Dr. Nandini informed all that 170 applications had been received for the Internship programme that had been initiated by the IQAC. Dr. Shilpi Sahi and Dr. Nandini Sen briefed the members about the proposed initiative. Dr. Mahajan was requested to help out with the shortlisting of interns. A subcommittee with Dr. Mala, Dr. Anupama and Dr. Sahi was formed to supervise the initiative.


4. Dr. Nandini Sen shared with everyone that a meeting with External Members of the IQAC needed to be scheduled at the earliest.

5. Dr. Shilpi Sahi updated everyone about the difficulties being faced in collecting the feedback from students. She requested IQAC members to take look at the new feedback form that had been created for the same.

6. Dr. Sen informed everyone that suggestions for the different editions of Utkarsh had been sought from all members of the Bharati family- including the non teaching staff and the students.



Dr. Nandini Sen



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Minutes of the IQAC meeting held on Friday, 16th October 2020

The meeting of the minutes was held on 16th October, 2020 at 11:00 am. At the very outset, the Principal, Dr Rekha Sapra welcomed all the external members of the IQAC meeting and thereafter, the convenor showcased the achievements of the college for the year 2019-2020 through a Power-Point presentation. The achievements included:

- Launching of the website of the college
- IGNOU, the post graduate study centre has been initiated
- Six add-on short-term courses have been launched
- 'Utkarsh', the golden jubilee year celebration has been kick started
- Launching of 'Happiness Club' to spread positivity to create student to student connect
- Faculty Development Programme under PMMMT in collaboration with Mahatma Hansraj Faculty Development Centre, Hansraj College
- Several webinars have been held on diverse topics
- Distinguished lecture series with noted international and national academics in every sphere across the world
- The administrative and accounts departments have taken several measures to ensure quality enhancements
- The quality ETE modules have been introduced
- The Administration is fully functional on digital mode
- This year Administration has cleared the backlog of recruitment of non-teaching staff under the OBC Quota
- E-procurement has been fully activated
- Renovation of students and staff wash rooms and old building roofs
- The National Scholarship Portal has been activated
- A new ring road for the movement of fire-hydrant has been erected
- Outer structure (shell) of the Auditorium has been completed and
- About 20 computers have been purchase for the up-gradation of automation of the office and the labs
- Two officials have been recruited on compassionate ground during this year
- Open Book Examinations have been conducted online

- A workshop on establishment and administrative procedures was conducted by IQAC in December 2019 for the professional development of the non-teaching staff and was attended by all administration staff.

Actions in Progress

- Applying for NIRF ranking
- Internship programme for students across the world. Received overwhelming response.
- Internal work of air-conditioning and other electrical works in the auditorium

Observations of the external members:

- Dr Vikas Gupta raised his concern regarding the NIRF ranking and advised to get it done at the earliest and also to present action taken report
- Dr. Peter Sylvester suggested to hold webinars on Gratitude and other virtues that need to be instilled amongst the students and appreciated the fact that the USP of this college is that it does not talk technical.
- Dr. Moitra appreciated and found our three programmes (the happiness club, internship programme and Alumni Association) as our flagship programmes that can empower the students
- Dr. Negi offered collaborations in the field of Science and technology besides appreciating the launch of the IGNOU centre of the college

The valuable suggestions of the external members were well taken. The Principal while concluding apprised the members of the three international collaborations that are in process and the meeting ended with a vote of thanks.



Dr. Nandini C. Sen

Cordinator, IQAC
Bharati College



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Officiating Principal
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ACTION TAKEN REPORT

1. The Mentoring Mechanism was finetuned
2. A two day Training Workshop was held for the Non teaching Staff
3. A member from the Library Staff was added to the IQAC team
4. NIRF Registration was completed
5. College Website has been updated
6. A Distinguished Lecture Series has been launched
7. College collaborated with IIT Bombay for various online courses open to members of Bharati College
8. A system of data collection for SSR was worked out
9. The Public Address System has been acquired.

Dr. Nandini C Sen
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IQAC

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