

The meeting of IQAC, Bharati College was held on 3<sup>rd</sup> August, 2023 at 2.30 p.m. with our external member Prof. Namita Rajput in the Committee Room to discuss the various criteria and roadmap for academic session 2023-24

The following members were present in the meeting-

Prof. Saloni Gupta  
Prof. Namita Rajput  
Prof. Rajni (Convenor)  
Prof. Manju Sharma  
Dr. Asha Tiwari  
Dr. Sarita Pathak Yajurvedi  
Dr. Nishtha Bhushan  
Ms. Monika Arya  
Dr. Deepti Srivastava  
Dr. Levin N.R.  
Dr. Shilpi Sahi  
Dr. Bhawna Shivan  
Dr. Ankit Gupta

Prof. Saloni Gupta welcomed Prof. Namita Rajput and apprised her about the college. Prof. Namita Rajput while discussing with the committee suggested the following roadmap for long term and short-term goals to improve the quality of learning and education in the college.

- To promote research in the college, incentives in the form of 'Research Awards' will be provided to all. There should be awards for all categories- teaching staff, non-teaching staff and students. Criteria and guidelines will be outlined for these awards. Research Seed money / grants should be given to teachers.
- It is necessary to document each event-taking place in the college and so photographs and videos capturing such events should necessarily be Geo-tagged. Proper format will be given to the entire department for the report of events in the college.
- To streamline the documentation process, she suggested that 7 separate folders one for each criterion should be kept (in drive). Further, for each criteria - short-term goals and long-term goal should be clearly specified. This will help in planning the work to be done and steps to be taken in immediate future.
- To promote synergy in all the activities, Prof. Namita Rajput suggested the frequent use of Tag Line: 'Cooperation not Competition'.
- The college should get the following audits regularly done ( from outside bodies /organization ) like-
  - A&A Audit (Academic and Administrative Audit)
  - Quality Audit like ISO 9001 -2015 Audit ( by Government. of India)
  - Gender Audit
  - Green Audit
  - Energy Audit
- The Committee members should download the SSR Report of different A++ ranked colleges and study them thoroughly. This will help in carrying out the 'Gap Analysis' and in identifying the areas where the college is lacking and lagging.

- Greater use of sustainable energy devices like –energy saving equipment’s, portable water sprinklers, sensor lights etc. More emphasized should be given to office automation.
- To improve the public image of the college, the Media Team should be very active on all social media platforms such as Facebook, Twitter, Instagram etc. as well as print media like newspapers. Media Team should also commemorate each day (by at least mentioning one quote per day on the subject) and this initiative would go a long way in improving the social image of college.
- All social outreach activities should be properly documented. Volunteers must schedule these activities at least once in every fortnight. The clippings, videos, and pictures must be uploaded on website as well as on various media platforms.
- Digitization should be promoted throughout the college. There must be monthly meetings of every department with a given agenda and an Action Plan, reports of which must be uploaded by the departmental head to the IQAC convener on a monthly basis.
- For digital empowerment, there must be increased use of Artificial Intelligence (AI) tools, transcriber and Ask AI in the college. For this Digital Tool Workshops should be organized.
- There must be Transgender Cell with a Nodal Officer in the college. The cell must organize transgender activities regularly and invite speakers to sensitize about them. It was suggested that IRIS be converted into Cell.
- College should promote culture of diversity, equity and inclusion in the college. In this direction, it could organize a programme on it and start an Add-on Course (30 hours duration) on DEI (Diversity, Equity Inclusion). Nodal officer for the DEI should be appointed.
- To improve its international linkages, the college should start a Digital Incubation Centre and take endeavors to sign International or Academic MOUs with Universities / Institutions in countries like Canada, Turkey, England etc. Prof. Rajput promised to help the college in reaching out to them. Similarly, MoU with NGO, Police Stations would also be very helpful to college.
- To make campus safe and prevent any form of sexual harassment at workplace, attention should be given towards Regulation 15 and 16 of UGC and suggested that necessary steps should be taken to sensitize the faculties, non-teaching and students in college.
- There must a practice of preparing Academic Calendar (Department wise), with month wise mapping of outcome-based learning. Since outcome based education is a must, POCO ( Programme Outcomes : Course Outcomes) mappings , Reverse Mentoring , Lesson Plans, Recall Analysis and other innovative teaching methods should be encouraged in the college. For this IQAC should organize ‘Workshop on pedagogy techniques’, and on ‘New Assessment Techniques’.
- The college should focus on holding National/International Conference/FDPs (AICTE). Also, combined Development Programme (i.e SDP + FDP) could also be organized to benefit both the teaching community as well as student/staff community). National Conferences and International Conferences can be held regularly online without much expenditure. But preferably, International Conferences must be held off line.
- To encourage publishing of research papers, ISBN/e-ISBN numbers (at least 4 or 5) for edited books must be obtained. Preferably, CMIE database should be used; Urkund ID for teachers must be issued.
- Website of the college should be revamped. Profiles on website must be editable.

- For encourage reading habit, she suggested some improvements in the library. Eg. Organizing a workshop for Digital Footprint for library, separate webpage for library, 100% Automation of library.
- To make reporting easier, she suggested that there must be a common template for all events report and students should be given official email id.
- There must be self-sustained activities for fund generation. Facilities for Faculty should be free.
- The college should hold special lecture series on some topics of interest such as SDG - 4 and climate change.
- The college should have a Studio Room with camera, recording facility and soundproof system where teachers can record their lectures. In addition, college should subscribe Zoom paid platform.
- The college should hold Ideation Workshop (Workshop of ideas) and the best idea to be awarded. This way college can benefit from new and innovative ideas.
- College should establish Sponsorship teams (incentive based). Such teams should bring sponsorships and tap companies like pepsico. etc which readily sponsor college events.
- The college should hold HRO conclave (for placement) as well as Industry Academia cluster.
- To ensure more involvement of alumni in the college, it was suggested that 'Achievers Award 'be constituted, Alumni engagement programmes be organized and proper Alumni Register be maintained.

The committee members thanked her for her valuable suggestions and guidance. The meeting ended with vote of thanks to Prof. Namita Rajput, principal madam and all the team members.

  
IQAC coordinator

  
Principal, Bharati College