A meeting of the IQAC committee was held on 22/2/2025 at 1:00pm in the IQAC room.

The following members were present in the meeting

1. Prof Raju
2. Ms. Jaya Yadav
3. Ms. Mahima
4. Ms. Sheetal Mavi
5. Dr Kateha Kiran
6. Dr. Madhvi
7. Monika Arya
8. Nishtha Bhushan
9. Shreya Oberoi
10. Ms. Meenu
11. Ankit Gupta

Minutes of the Meeting

Agenda: Planning and Preparations for AQAR 2024–25 and Feedback Mechanism

Discussion Points:

1. All Criteria Heads were instructed to initiate work on the **Annual Quality Assurance Report (AQAR) for the academic year 2024–25**. Timely progress and collaboration among the teams were emphasized.
2. **Dr. Deepti Singh** was assigned the responsibility to initiating the **student's feedback process**, to commence in the **first week of April**.
3. It was decided that **alumnae feedback** will be collected during the **Alumnae Day** celebrations, ensuring maximum participation and valuable inputs.
4. The **student representative** informed the committee that students are seeking **clarity regarding the four-year undergraduate programme** under the **National Education Policy (NEP)**. In response, the committee agreed to inform the NEP committee to organize an **orientation/awareness session** to address students' queries and provide detailed information on the NEP framework.

Action Items:

- Criteria Heads to begin AQAR documentation and report progress in the next meeting.
- Dr. Deepti Singh to prepare and roll out the student feedback forms by early April.
- Alumnae feedback mechanism to be finalized ahead of Alumnae Day.
- IQAC to coordinate with the NEP committee to schedule and conduct the NEP awareness session for students.