



SHREE DRONACHARYA (P.G.) COLLEGE

College Code : 038

Kalindi Marg, (Near Sports City) Dankaur, (Gautam Budh Nagar) U.P. 203201

Mob.: 8191006001 | E-mail: sddcollege97@gmail.com | Web.: www.sdpg.in

(Affiliated to C.C.S. University, Meerut, U.P., NAAC A⁺)

Estd. : 1997

Internal Quality Assurance Cell

Minutes of Meeting

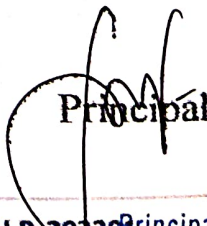
A meeting was convened at 12:45 P.M. on 1st August 2024 in the IQAC office. The following members were present in the meeting:

Name	Post
Dr. Girish Kumar Vats	Chairperson (Principal)
Mr. Rakesh Kumar Garg	President
Mr. Rajnikant Aggarwal	Secretary
Mr. Manish Kumar Agarwal	Treasurer
Dr. Rashmi Gupta	IQAC Coordinator
Mrs. Rajwati Devi	Chairman, Dankaur (Member)
Mr. Sushil Manglik	Member (Stakeholder)
Mr. Sanjeev Gupta	Member (Industrialist)
Mr. Manish Singhal	Member (Management)
Dr. Devanand Singh	Senior Faculty Member
Mr. Amit Nagar	Senior Faculty Member
Mrs. Shashi Nagar	Senior Faculty Member
Dr. Rashmi Janha	Faculty Member
Dr. Prashant Connodgia	Faculty Member
Dr. Preeti Rani Sen	Faculty Member
Mr. Ajay Kumar	Member (Office Administration)
Mr. Mohit	Member (Alumni)

The following points were discussed:

1. Confirmation of the minutes of the last meeting.
2. Plan a criterion-wise distribution of work.
3. Discussion on quality indicators.
4. Action plan for quality enhancement.
5. Purchase of new computers for the computer lab.
6. Any other matters.


Cell Incharge


Principal



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Internal Quality Assurance Cell

Action Taken Report

The following actions are taken on the basis of meeting held on 1st August 2024:

1. The minutes were confirmed and accepted.
2. As committee members of IQAC discussed and different committees were framed and assigned duties of every committee.
3. The committee discussed the quality indicators including student satisfaction, teacher quality and infrastructure. Areas for improvement were identified.
4. The committee formulated an action plan to enhance quality including faculty development programs, student feedback mechanisms and infrastructure upgrades.
5. The Principle ordered the store and purchase committee to purchase new computers for the computer lab.
6. Discussed other miscellaneous matters community outreach activities and alumni engagement.


Cell Incharge


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Internal Quality Assurance Cell

Minutes of Meeting

A meeting was convened on 6 November 2024 at 01:45 P.M. in the IQAC office. The following members were present in the meeting:

Name	Post
Dr. Girish Kumar Vats	Chairperson (Principal)
Mr. Rakesh Kumar Garg	President
Mr. Rajnikant Aggarwal	Secretary
Mr. Manish Kumar Agarwal	Treasurer
Dr. Rashmi Gupta	IQAC Coordinator
Mrs. Rajwati Devi	Chairman, Dankaur (Member)
Mr. Sushil Manglik	Member (Stakeholder)
Mr. Sanjeev Gupta	Member (Industrialist)
Mr. Manish Singhal	Member (Management)
Dr. Devanand Singh	Senior Faculty Member
Mr. Amit Nagar	Senior Faculty Member
Mrs. Shashi Nagar	Senior Faculty Member
Dr. Rashmi Janha	Faculty Member
Dr. Anuj kumar Bhadana	Faculty Member
Dr. Preeti Rani Sen	Faculty Member
Mr. Ajay Kumar	Member (Office Administration)
Miss. Sadhna	Member (Student)

The following points were discussed:

1. To read and confirms the minutes of the previous meeting.
2. Discussion on to organize national seminar.
3. It was informed to faculty members that monthly attendance report shall be circulated every month. Accordingly, students with less than 75% attendance need to be identified and necessary action be taken to improve the attendance.
4. Discussion on NSS activities.
5. Arrange activities for promotion of universal values.
6. Regarding student academic progression.
7. Any other matters.


Cell Incharge


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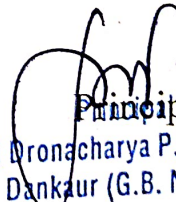
Internal Quality Assurance Cell

Action Taken Report

The following actions are taken on the basis of meeting held on 6 November 2024:

1. The minutes of previous meeting were confirmed and accepted.
2. Principal instructed to organize national seminar on Sustainable Development@2047 in the 1st week of December.
3. Monthly attendance report for every month created and necessary action taken.
4. Reviewed of NSS activities were done.
5. Principal instructed to arrange activities for promotion of universal values and also organize national festivals and birth /death anniversaries of the great Indian personalities.
6. To increase the academic performance of students decided to prepare question papers set as per with university format for students.
7. Dates for the internal exam were finalized after discussion.


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Internal Quality Assurance Cell

Minutes of Meeting

A meeting was convened on 27 January 2025 at 01:30 P.M. in the IQAC office. The following members were present in the meeting:

Name	Post
Dr. Girish Kumar Vats	Chairperson (Principal)
Mr. Rakesh Kumar Garg	President
Mr. Rajnikant Aggarwal	Secretary
Mr. Manish Kumar Agarwal	Treasurer
Dr. Rashmi Gupta	IQAC Coordinator
Mrs. Rajwati Devi	Chairman, Dankaur (Member)
Mr. Sushil Manglik	Member (Stakeholder)
Mr. Sanjeev Gupta	Member (Industrialist)
Mr. Manish Singhal	Member (Management)
Dr. Devanand Singh	Senior Faculty Member
Mr. Amit Nagar	Senior Faculty Member
Mrs. Shashi Nagar	Senior Faculty Member
Dr. Rashmi Janha	Faculty Member
Dr. Prashant Connodgia	Faculty Member
Dr. Preeti Rani Sen	Faculty Member
Mr. Ajay Kumar	Member (Office Administration)
Mr. Mohit	Member (Alumni)

The following points were discussed:

1. To confirm the minutes and action taken report of last meeting.
2. Discussed how IQAC collaborates with other committee or departments within the college to achieve goals.
3. Regarding details library resource enrichment.
4. Discussion on to organize presentations/guest lectures/Quiz etc.
5. Regarding development of extracurricular activities for students.
6. Any other matters.

Cell Incharge

Principal



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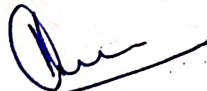
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Internal Quality Assurance Cell

Action Taken Report

The following actions are taken on the basis of meeting held on 27 January 2025:

1. Approval of the minutes of previous meeting and reviewed of action taken during the last meeting.
2. All coordinates have acknowledged their responsibilities to provide regular updates to IQAC.
3. Identify and purchase new books, journals, manuscript or any other knowledge resource for library enrichment.
4. As resolved in the meetings paper presentations by students/departmental quizzes/guest lectures were organized by various departments of college.
5. Principal ordered to increase no. of student's participation in sports and cultural activities.
6. The committee discussed the preparations required for NAAC.


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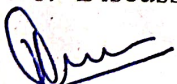
Minutes of Meeting

A meeting was convened on 3/04/2025 at 1:45 P.M. in the IQAC office. The following members were present in the meeting:

Name	Post
Dr. Girish Kumar Vats	Chairperson (Principal)
Mr. Rakesh Kumar Garg	President
Mr. Rajnikant Aggarwal	Secretary
Mr. Manish Kumar Agarwal	Treasurer
Dr. Rashmi Gupta	IQAC Coordinator
Mrs. Rajwati Devi	Chairman, Dankaur (Member)
Mr. Sushil Maglik	Member (Stakeholder)
Mr. Manish Singhal	Member (Management)
Dr. Devanand Singh	Senior Faculty Member
Mr. Amit Nagar	Senior Faculty Member
Mrs. Shashi Nagar	Senior Faculty Member
Dr. Rashmi Janha	Faculty Member
Dr. Prashant Connodgia	Faculty Member
Dr. Anuj kumar Bhadana	Faculty Member
Mr. Ajay Kumar	Member (Office Administration)
Mr. Mohit	Member (Alumni)
Miss. Sadhna	Member (Student)

The following points were discussed:

1. Confirmation of the minutes of the last meeting.
2. To organize Alumni Meet-2025.
3. Discussion on activities for the promotion of universal values.
4. Review the books/lab requirements.
5. To strengthen college efforts towards welfare of masses through health campaign for college.
6. Discussion on permanent affiliation of History as an additional subject in the Arts stream.
7. Review of academic result and action plan for improvement.
8. Discussion on preparation of new academic session 2025-26.


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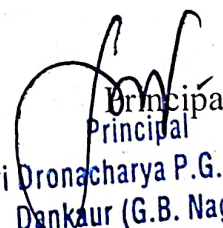
Internal Quality Assurance Cell

Action Taken Report

The following actions are taken on the basis of meeting held on 3 April 2025:

1. The minutes were confirmed and accepted.
2. The Alumni Meet-2025 organized on 30 May with various alumni and provide scope for interaction between students and alumni for various activities.
3. The principal instructed the committee to organize activities like Environment Day, Earth Day, and Yoga Day for the promotion of universal values among the students.
4. Lab requirements were submitted by all the departments regarding the purchase of equipments/books as per the NEP syllabus.
5. In response to the quality initiatives the IQAC members implemented welfare of masses through a health checkup camp, where students, teaching and nonteaching staff of the college underwent health check up.
6. The committee thoroughly reviewed the availability of adequate infrastructure, including library resources and classroom facilities, to support the approval of the subject affiliation from the University panel.
7. A detailed analysis of the recent academic results was conducted to identify areas of strength and weakness. The overall performance showed with consistent performance. The chairperson still emphasized the need of improving results using innovative teaching methods to get better placement and admissions.
8. After a long review and discussion, the Committee finalized the revised admission policy to increase the number of new admissions in the upcoming session. Academic calendar was drafted and submitted for approval.


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