

MOTILAL NEHRU COLLEGE

BENITO JUAREZ MARG : NEW DELHI-110021

Dated : 17.01.2020

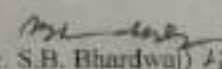
NOTICE

Composition of the College Internal Quality Assurance Cell (IQAC) will be as follows:-

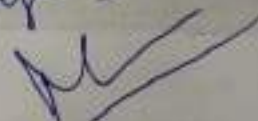
Chairperson	:	Dr. S.B. Bhardwaj
Coordinator	:	Dr. Munish Tamang
Teacher Members	:	1. Dr. Devendra Jarwal 2. Dr. Kalpana Malik 3. Dr. A.Sunil Dharan 4. Ms. Nita Mital 5. Dr. Brahma Dutta 6. Dr. Dharamjay Dubey 7. Dr. Khole Timothy Poumai
Governing Body Member	:	To be nominated by Chairperson, IQAC
Administrative Officers	:	1. Ms. Kavita Sharma 2. Mr. Manoj Kumar Singh
Student Representative	:	Student Union President (Ex-Officio)
Alumni Representative	:	Sh. Khemchand Jagirdar
Industrialist/Employer/ Stakeholder Nominee	:	Sh. Suren Raszily

Secretarial Assistance will be provided by Mr. Surender Singh & Mr. Vipin Kumar

The term of the IQAC will be for two years (2 years) with immediate effect.



(Dr. S.B. Bhardwaj) 17/01/20
Officiating Principal

Page 1



IQAC Meeting 19th Feb 2020

- 1) Munish Tarnay 
- 2) Brahma Butti 
- 3) A. Sunil Dhotan 
- 4) Devendra Jarnal 
- 5) Ms. Nita Mittal 
- 6) Kavita Sharma 
- 7) Mr. M. K. Singh 
- 8) Dr. Kalpana Malik 
- 9) Khole. Timothy Pounai 

Page 2


Page 3/21

A meeting of IQAC was held on 19th February 2020 at 11:30 am in the Principal's Room.

The following decisions were taken

- 1) All committees and departments to send reports for 2019-20
- 2) A meeting with T.Cs and Committee Convenors to be held at the earliest.
- 3) T.Cs to nominate Class-Representatives (CRs)
- 4) The office to explore attendance Software for continuous and live student attendance.
- 5) IQAC coordinator authorized to make sub-committees.
- 6) All Departmental activities to be done in collaboration with IQAC
- 7) IQAC to meet on regular basis.

PLS

(Dr. Manu Tanay)

Coordinator.

Page 11
11/2

A meeting of the IQAC was held with
Convenors of Committees on 27th February 2020 at
10:30 am.

The following members were present.

1. Lakshmi Kumar Lakshmi — WDL
2. ASHOK KUMAR Yes Minu — Film Screening.
3. Yogesh Kumar Gupta — Placement Cell
4. ANAND KUMAR — Anand Kumar
5. Brahma Dutt Bhatt — Magazine Committee
6. VIDYA PRA DHAN. Yes
7. Ram Babu Pachararya

27-2-2020

Ranjana
27/2/2020

M. H

Page 5

The following decisions were taken 27/2/2020

- 1) All committees are advised to maintain records of meetings and decisions. These records to be maintained in continuity and to be passed on to subsequent committees.
- 2) It is advised that all committees prepare a timeline of activities and meetings for the entire academic calendar.
- 3) A mechanism be evolved to review the performance of each committee.



Dr. Manish Kumar
Coordinator

~~Page No. /~~

A meeting of the IQAC was held with Teachers of Department on 27th February 2020 at 11:30 am. The following members were present.

- 1) MALTI KAPOOR - Dept. of Mathematics MK
- 2) Prabhu Dutt Dept of English PB
- 3) Tarang Jain Dept of Computer S. TJ
- 4) Dr. Pardeep Dept. Pol-Sc
- 5) Dr. KALPANA MALIK - KM 27 Feb 2020
- 6) Vinita Sagder - VS 27/2/2020
- 7) ANJU KAHAL - AK

The following decisions were taken

- 1) ~~It was~~ Every department will maintain a ~~regular~~ record of the Minutes of Meeting held. This record may be kept in continuity ~~with~~ under the custody of the Teacher-in-charge and may be passed on to successive Teachers-in-charge.
- 2) All teachers will submit ^{record of student} their attendance to the office on a monthly basis by the first week of the following month.
- 3) Every department will nominate/elect student Class Representatives (CRs) for each year and section. The list of CRs comprising their names, course, year, roll no., and phone no. may be submitted to Sh. Surender Sharma, P.A. to Principal, ~~with~~ by 6th March 2020 either by email or in person.
- 4) The Teachers-in-charge ~~expressed concern about~~ ^{urged the Principal} to appoint ^{at the earliest} ~~the non-appointment~~ of teachers, as per workload, and so that classes may not suffer.

Dr. Manish Taneja
Coordinator, IQAC

R/S / H

DRAFT MINUTES OF IQAC VIRTUAL MEETING

A virtual meeting of IQAC was held via ZOOM App on Tuesday, 22nd April 2020 at 3 pm.
The virtual meeting was necessitated due to the ongoing national lockdown.

The following members were present

- 1) Ms Nita Mittal
- 2) Dr. Kalpana Malik
- 3) Dr. Brahm Dutt
- 4) Dr. Radhika Kumar
- 5) Dr. Devendra Jarwal
- 6) Dr. Dhananjay Dubey
- 7) Dr. Munish Tamang

The Chairman of IQAC, Dr. S B Bhardwaj was unavailable and requested the Committee to proceed with the meeting.

After due deliberations, the following decisions were taken.

1) It was decided that a sub-committee for Enhancing Research in College would be formed. The sub-committee would function as a nodal agency within the institution to share information on various research/ project grants, fellowships, various funding agencies. The committee will also facilitate and encourage individual faculty members and departments in availing these grants for individual and departmental purposes.

It was also decided that Dr. Radhika Kumar (Convener), Dr. Kalpana Malik, and Dr. Devendra Jarwal would apply their minds on this proposed committee and place their report before the IQAC in its next meeting on 2nd May for discussion. A full-fledged committee will be formed after the said meeting.

2) It was decided that a sub-committee for inter-departmental Academic Audit be formed. This committee shall work in close collaboration with all departments and act as a catalyst for enhanced academic performance of the departments.

It was decided that Ms. Nita Mittal (Convener), Dr. Brahm Dutt, and Dr. Sunil Dharan will apply their minds on the proposed committee and place their report before the IQAC in its next meeting on 2nd May for discussion. A full-fledged committee will be formed after the said meeting.

Page 9 ✓✓

3) It was decided that the Chairman, IQAC will write to all departments to explore organising webinars/online talks. Departments that had scheduled talks which could not be held due to the lockdown may organise such talks as webinars/online talks.

Departments may plan such events in consultation with the IQAC for better coordination and also for IQAC record purposes.

4) It was decided that the IQAC Chairman be requested to write a reminder to those departments that have not yet nominated departmental nominees to the IQAC. These departments are - Sanskrit, Physics, Chemistry

Dr. Munish Tamang

Convener, IQAC

NOTICE

Motilal Nehru College IQAC Organises

Webinar

'How to remotely access library resources during lockdown period'

For Faculty and Students

Wednesday, 13th May 2020, 3 pm.

Only limited number of participants can register on first come, first served basis.

Register here

For Faculty: <https://forms.gle/3hWDM4LqCNgCiPe0>

For Students: <https://forms.gle/yFrK3pHBa13RmGKm7>

This webinar will help participants understand ways to access and explore the College library's e-resources (e-books, e-journals and other resources), both subscribed and free ones, during COVID 19 Lockdown.

It will also focus on presenting how to access a large number of e-resources through

1. National Library and Informations Services Infrastructure for Scholarly Content (NLIST).
2. Delhi University Library System (DULS).
3. Developing Library Network (DELNET).
4. And, other major initiatives of Ministry of Human Resource and Development for digital learning.

The webinar will facilitate digital learning from home during this lockdown.

Dr. Munish Tamang
IQAC Coordinator

Dr. Shrivats
Acting Principal

Tentative Concept Note

IQAC Sub-Committee on Enhancing Research

Vision

The committee has been envisaged as a nodal agency under the aegis of the Internal Quality Assessment Cell (IQAC), Motilal Nehru College, to create and enhance research capacity and output in the college. For this purpose the committee will act as a mentor to encourage engagement in research activities, provide information support in capacity building, co-ordinate and synergize departmental, inter-departmental and multi-departmental research effort and also monitor research quality and volume to ensure maintenance of excellence and work-flow continuity. To achieve this vision the committee aims to engage pan-college faculty so that the diverse pool of talent may be leveraged. With this view the structure of the committee is tentatively proposed to be as follows:

Structure

- The committee will include a convener with members both from IQAC and also non-IQAC with a maximum of 6 members. However three members in the committee must be such that they represent broad discipline based demarcations; namely Social Sciences, Humanities and Sciences.
- Further, the research committee will engage with every department and encourage departmental members who are actively engaged in research and are keen to develop departmental research potential to explore and collate information that pertains to individual, departmental and student centered research opportunities. This would include perusing various dedicated websites both government and otherwise and other sources of information regarding call-for papers, internships, sponsorships and funding on a regular basis. This information would need to be shared on a weekly basis through a dedicated social-media departmental group; through email or other preferred channel of communication.

Meeting schedule

- To ensure work-flow continuity it is recommended that the research committee meet at least once a month while the meeting with departments be held on a quarterly basis.
- The purpose of the meetings would be review status of proposals/publications, ensure timely and adequate dissemination of research information and ensure balanced development of research potential across departments.
- It is proposed that at the beginning of the academic term a mandatory meeting of the research committee with various departments be held wherein an outline of the academic events/ seminars/conferences/ workshops that each department plans to organise in the coming term be ascertained.
- It is also proposed that an orientation program be held by the research committee at the beginning of the academic term wherein faculty may be provided detailed information about the nature of research seminars/conferences/ workshops that should be organised including the process of application, need for funding and resource persons. Faculty members must also be informed about the need to align all such activities with the IQAC so that coordination and collation of information may be possible. This information may be shared on a bulletin board which would need to be updated regularly and made accessible to faculty members.
- Further webinars can also be held that enhance individual research capacity in terms of training about how to draft research proposals, information about journals that are recognized by UGC, understanding of 'impact factor' and concerns regarding 'plagiarism'.

Incentivising Research

Given that research capacity and output are now central to the teaching life-cycle be it appointments or promotions; it is essential to create robust research capabilities. One way to do this would be to incentivise research based achievements both at the individual and departmental level through intra-college recognition namely academic awards, mention on website or blogs and through the college magazine and newsletters. Further, inhouse research can be leveraged through seminars and talks that college faculty can deliver.

(Date: 31.07.2020)

A meeting of IQAC members was held on 31.07.2020 at 12.00 noon at Monial Nehru College. The following were present:-

1. Dr. Muresh Tamang- Coordinator
2. Mrs. Kavita Sharma- Sr. Administrative Officer
3. Mr. Manoj Kumar Singh- Administrative Officer(Accounts)

It was decided that the college will explore available software systems for online functioning at the college.

It was also decided that a workshop/training be organized for office staff on On-line Admission work.

Further it was decided that official email accounts for all Teaching/Non-teaching staff be created on the domain "mon.du.ac.in".