



# Sadanlal Sanwaldas Khanna Girls' Degree College, Prayagraj

(A Constituent College of University of Allahabad)

Accredited at 'A' Grade by NAAC

Ref. ....

Date 20-04-2023

**S.S. Khanna Girls' Degree College**  
**179 D, Attarsuiya, Prayagraj**

**NOTICE**

A meeting of IQAC of S.S. Khanna Girls' Degree College is scheduled to be held on 25/04/2023 at 12:30 P.M. in the Conference Hall. You are requested to attend the meeting. You can also join the meeting online with the following link:

<https://us02web.zoom.us/j/83759753972?pwd=TxmLaE9NakZEU3V4cWVsQVBJdWNGdz09>

**Agenda for Meeting on 25/04/2023**

- 1) Confirmation of minutes of last meeting held on 25/01/2023 and emergent meeting held on 09/02/2023.
- 2) To discuss the action taken report
- 3) To discuss about commencement of Summer Coaching 2023
- 4) To present the report of national seminar organized by Science Faculty
- 5) To discuss the proposals on new add-on courses
- 6) To consider the change in IQAC Committee
- 7) To discuss Green Policy and Resource Mobilization Policy
- 8) To consider the proposal of e-governance
- 9) Any other matter with the permission of chair

Dr. Manjari Shukla

(IQAC Coordinator)

IQAC (NAAC)

S.S. Khanna Girls' Degree College  
Allahabad

Prof. Lalima Singh

(Principal)

PRINCIPAL  
S.S. Khanna Girls' Degree College  
Allahabad



## Postponement of meeting on 25th April 2023 Inbox



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Dear Sir/Madam

Due to unavoidable circumstances, the meeting of IQAC scheduled on 25th April 2023 stands postponed. Now, the meeting will be held on 2nd May 2023 at 12:30 PM. Inconvenience is regretted.

Regards

Dr. Manjari Shukla



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## S.S.Khanna Girls' Degree College 179- D, Attarsuiya, Prayagraj Attendance

Following members were present in the IQAC meeting held on 02/05/2023 at 12.30 Pm in the conference room of the College.

Sl.No	Name	Signature
1	Hon'ble Justice Mr. Arun Tandon	
2	Hon'ble Chief Justice Mr. A. P. Sahi	
3	Dr. Asha Seth	
4	Sri. Dilip Mehrotra	
5	Dr. R .K. Tandon	
6	Prof. K. K. Bhutani	
7	Prof. Shanthi Sundaram	
8	Prof. Lalima Singh (Chairperson)	
9	Dr. Meenu Agrawal	
10	Dr. Rachna Anand Gaur (Vice Principal) Special Invitee	
11	Dr. Preeti Singh [Special Invitee]	
12	Dr. Ritu Jaiswal	
13	Dr. Archana Jyoti	
14	Dr. Sippy Singh	
15	Dr. Tanushree Roy	
16	Dr. Riya Mukherjee	
17	Dr. Saumya Krishna	
18	Dr. Ruchi Malviya [Special Invitee]	
19	Dr. Anuradha Singh [Special Invitee]	
20	Dr. Shilpi Srivastava [Special Invitee]	
21	Dr. Harish Kumar Singh [Special Invitee]	
22	Dr. Mohd. Akhalaqur Rahman	
23	Dr. Jyoti Baijal	
24	Dr. Ravi Kant Singh	
25	Dr. Shalini Rastogi [Special Invitee]	
26	Dr. Tahira Parveen [Special Invitee]	
27	Dr. Manjari Shukla (Coordinator)	



**Minutes of meeting of IQAC held on 02/05/2023**

A meeting of IQAC was held on 02.05.2023 in the conference room of the college. The meeting was chaired by Prof. Lalima Singh (Principal, Chairperson IQAC).

Following members were present in the meeting:

- i) Dr. Asha Seth
- ii) Hon'ble Justice ArunTandon
- iii) Mr. Dilip Mehrotra
- iv) Dr. Rachna Anand Gaur
- v) Dr. Meenu Agrawal
- vi) Dr. Ritu Jaiswal
- vii) Dr. Archana Jyoti
- viii) Dr. Preeti Singh
- ix) Dr. Sippy Singh
- x) Dr. Tanushree Roy
- xi) Dr. Riya Mukherjee
- xii) Dr. Saumya Krishna
- xiii) Dr. Jyoti Baijal
- xiv) Dr. Anuradha Singh
- xv) Dr. Harish Singh
- xvi) Dr. Mohd. Akhlaqur Rahman
- xvii) Dr. Manjari Shukla (Co-ordinator, IQAC)


**Resolution No.1:**

The minutes of the last meeting held on 25.01.23 and an emergent meeting held on 09.02.23 were read out and confirmed.

**Resolution No.2:**

The action taken report was presented and the following resolutions were made regarding it:

- The house was informed about successful completion of Add-on course on 'Academic Writing Skills' and commencement of course on 'Elementary German Language'. It was resolved that feedback be collected for the add-on course on Academic Writing skill and presented in the next meeting.
- It was resolved that if the Add-on Course on Web Designing does not attract enough students, then a new computer related Add-on course should be

  
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compulsorily introduced. A concrete proposal with proper financial structure be presented in the next meeting.

- It was resolved that the issue of low percentage of enrolment in some specific subjects needs to be placed in the meeting of the Governing Body.
- It was resolved that non-Ph.D. faculty members be requested to enroll themselves for Ph.D.; and to inform the IQAC accordingly.
- Action taken with specific details related to criterion 5 be reported to IQAC in next meeting by Criterion in-charge.
- The research projects of Science with estimated expenditure be placed in the next meeting of joint committee of Sarojlaji Mehrotra Science Faculty with justification of expenditure. The teacher concerned of the projects be asked to attend the meeting for presentation.
- Date-wise action taken report with respect to the FDP to be organized by the Science Faculty be presented in the next meeting of IQAC.
- It was resolved that the concerned faculty members shall submit the list of Slow and Advance learners to IQAC within 1 month of admission.
- It was resolved that committee of Criterion 5 must include faculty members from Arts, Commerce and Law also. A meeting of criterion 5 be held before vacation and a policy document be prepared with respect to Advanced and Slow Learners and be placed in the next meeting. It was suggested that Dr. Riya Mukherjee be also included in the work of policy document preparation.

**Resolution No. 3:**

The tentative date for the beginning of the summer coaching for the session 2022-23 was decided to be 15.05.2023.

**Resolution No. 4:**

The report of the National Seminar on 'Science in Times to Come' held on 17-18<sup>th</sup> March 2023 was presented. The house expressed its happiness in the successful conduct of the programme.

**Resolution No. 5:**

11 new proposals for Add-on courses on i) Basic Computer Course, ii) Certificate Course in Shorthand, iii) Introduction to Computer Basics, iv) Diploma in Urdu, v) Diploma & Training in Effective Communication in English, vi) Certificate Course for Laboratory Techniques, vii) Certificate course on Data Analysis using STATA, viii) Digital Marketing Training

Programme, ix) Certificate Course in Self-Defence, x) Certificate Course on Environmental Studies, and xi) Certificate Course in Clay Modelling & Sculpture were presented. The following resolutions were made:

- For shorthand course, the fees be reduced to Rupees 1000. The course coordinator was directed to formulate a new budget and present again in the next meeting.
- It was resolved that course on Introduction to Computer Basics for B.Ed. students be made free of cost and started from June 2023.
- The course of Diploma in Urdu with fee of Rupees 500 was approved.
- The course of Diploma & Training in Effective Communication in English with fee of Rupees 300 was approved.
- Add-on Course in Lab Techniques with fee of Rupees 500 was also approved
- Certificate course on Data Analysis using STATA was also approved. The fee was reduced to Rupees 500.
- Digital Marketing Training Programme was approved with reduced fee of Rupees 5000. It was resolved that a MoU be signed with the institution conducting the course.
- Certificate Course in Self-Defence was approved with reduced fees Rupees 200.
- Certificate Course on Environmental Studies was also approved with the fee of Rupees 100
- Certificate Course in Clay Modelling & Sculpture was approved. It was resolved that course duration be reduced to 6 months with fees of Rupees 5000.

The course coordinators were requested to provide the tentative dates of the beginning of the courses.

**Resolution No. 6:** The proposal for revision in members of IQAC as per UGC guidelines (due to completion of prescribed tenure) was considered and following resolutions were made

- Prof. Sudheer Tandon to be approached for consent to be a part of IQAC in place of Prof. Bhutani
- Dr. V.P. Sahi to be made a permanent invitee of IQAC. His consent on the matter to be sought
- Dr. Rachana A. Gaur, Vice-Principal, to be included in the primary list of IQAC, with her designation of Vice-Principal.

### Resolution No. 7:

The considerations of the proposals for Green policy and Resource mobilization Policy were deferred for the next meeting.

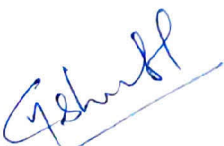
### Resolution No. 8:

Two proposals regarding e-governance have been received from vendors, viz. (i) MasterSoft ERP Solutions Pvt. Ltd. and (ii) NT Softech Solutions. It was resolved that both vendors asked to make a presentation on a date to be decided by the Principal. The Proposal be evaluated by the E-Governance Committee; and report be placed in the next meeting.

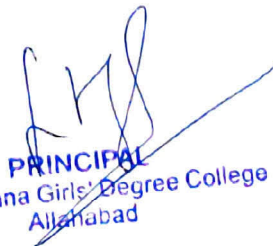
### Resolution No. 9:

- The fourth volume of the recently released journal of the college, Anveeksha, was presented in the meeting
- The proposal of Gyanotsav to be held by the Academic Committee in November every year was approved with a budget of Rupees 25,000.
- The draft policy of SSK INNOVATION & STARTUP POLICY (SSKISP) was presented and approved in principle.
- Research Development Cell to be formulated as per UGC guidelines.
- NSS program officers were requested to present the budget for the NSS-adopted villages for female education, health & hygiene.
- A reminder for applying research projects be given to the faculty members.
- It was also resolved that following changes be made in the fee structure from the next session 2023-24:
  - Fee for Ph.D. to be ₹ 15000 with or without practical.
  - Fee for B.Ed. to be increased by ₹ 5000 each in both the years
  - Fee for ex-students of B.Sc. was fixed as ₹4000
  - Fee for ex-students of M.Sc. was fixed as ₹ 4,000
  - Fee for B.Com. for session 2023-24 to be ₹ 18,500
  - 10% increase in fee to be made effective for non-Maths subjects of B.Sc. No changes be made in the fees of Maths group.
  - 10% increase in fee to be made effective for B.A. LL.B., B.A. and M.A also.

The meeting ended with a vote of thanks to the Chair.



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