



Sadanlal Sanwaldas Khanna Girls' Degree College, Prayagraj

(A Constituent College of the University of Allahabad)

Accredited 'A' grade by NAAC

Ref.

Date: 22/3/22

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 31/03/2022 at 12:00 Noon in the Conference Hall. You are requested to attend the meeting.

Agenda for Meeting on 31/03/2022

- 1) Confirmation of minutes of last meeting held on 11/12/2021
- 2) To review the progress and make future action plan for fulfillment of recommendations made by NAAC peer team
- 3) To decide future course of action for achieving all metrics of AQAR in upcoming years
- 4) To discuss the summary report of activities undertaken under CPE scheme
- 5) To discuss the summary report of activities undertaken under DBT scheme
- 6) To decide the mode and date of Summer Coaching 2022
- 7) To report the number of admissions and information of initiation of offline classes
- 8) To approve infrastructural development
- 9) To report the appointment of new faculty members and non-teaching staff
- 10) To discuss about new appointments against vacant posts
- 11) To consider the issue pertaining to career progression of eligible teachers under CAS
- 12) To present the fourth issue of journal 'ANVEEKSHA'
- 13) To report the non-plan grant by University
- 14) To report the grant of CURIE Program to the college
- 15) 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

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Minutes of meeting of IQAC held on 31/03/2022

A meeting of IQAC of S. S. Khanna Girls' Degree College was held on 31.03.2022 both in the online and the offline mode. The meeting was chaired by Principal Prof. Lalima Singh (Chairperson IQAC).

Following members were present in the meeting:

- i) Hon'ble Justice Arun Tandon
- ii) Hon'ble Justice A.P. Sahi (Online)
- iii) Dr. R.K. Tandon
- iv) Mr. Dilip Mehrotra
- v) Dr. Neerja Sachdev (Vice Principal)
- vi) Dr. Meenu Agrawal
- vii) Dr. Rachna Anand Gaur
- viii) Dr. Ritu Jaiswal
- ix) Dr. Archana Jyoti
- x) Dr. Preeti Singh
- xi) Dr. Tanushree Roy
- xii) Dr. Riya Mukherjee
- xiii) Dr. Saumya Krishna
- xiv) Dr. Jyoti Baijal
- xv) Dr. Mohd. Akhlaqur Rahman (Online)
- xvi) Dr. Anuradha Singh
- xvii) Dr. Vinita Mishra
- xviii) Dr. Harish Singh
- xix) Dr. Ravi Kant Singh
- xx) Dr. Manjari Shukla (Co-ordinator, IQAC)

Resolution No. 1:

- The minutes of the last meeting held on 11.12.2021 were read out and confirmed.

Resolution No. 2:

- IQAC coordinator informed the members that following actions have been taken till date in terms of the recommendations of the NAAC peer team dated 1st March 2021:

Action Taken on Recommendations by NAAC

S.N.	Recommendation by NAAC	Action Taken
1	Introduction of more U.G. and P.G. Courses in Arts and Science Faculties with research facilities	Applied for research (Ph.D.) in Education, English and Medieval History. Inspection has been done by the University on 26 th February, 2022. Further intimation has not been received. From the session 2020-21, two new subjects bio-chemistry and computer science have been introduced in B.Sc. and M.A. is also started in Urdu and Medieval History.
2	New add on courses like beauty culture, Computer Literacy, etc. be started	Proposals for 4 new courses have been presented in IQAC meeting held on 11 th December, 2021 and it was resolved that new courses be started after implementation of NEP
3	More research projects be submitted for different funding agencies like DBT, DST, CSIR, ICHR etc.	Received approval from DST for CURIE research project. Teachers have been asked to apply to funding agencies in respect of minor research projects.

4	More financial assistance be made available to faculty for research.	To be taken up by Management
5	Further strengthening of placement cell	Training programs have been organized in collaboration with MEDHA, United Institute of Management
6	Vehicle stand be provided	Site plan under preparation
7	Annual maintenance contract (AMC's) for maintenance of instruments be augmented	AMC for lift and generator, air conditioner, water purifier are in place. For maintenance of equipment, service provider is being located.
8	Construction of more laboratories for P.G. Classes	<ul style="list-style-type: none"> • Construction of new lab for Zoology • Extension of Botany Lab • Extension of Chemistry Lab
9	Provision for botanical Garden in the campus be made	Proposal for setting up roof top garden under consideration
10	More transport facilities be provided	Negotiations with UPSRTC are being initiated

For further actions on the recommendations of NAAC peer team, following suggestions were made by the members:

- Justice A. P. Sahi suggested that a course in Artificial intelligence should be introduced in the college. Members opined that more subjects be identified for introduction in the college which do not require laboratories, such as Statistics with Mathematics.
- The matter of availability of more financial assistance to faculty members for research be reported to the governing body of the college.
- The matter of making a provision for a vehicle stand in the college also be reported to the governing body.
- The coordinator of the Science Faculty was directed to take requisite action for assessing the need for AMCs of instruments and report the matter in the next meeting of IQAC.
- Justice A. P. Sahi suggested that a multi layered greenhouse/glasshouse can be built in order to expand the existing botanical garden. Botany department was instructed to make a proposal for constructing greenhouse and present it in the next meeting of IQAC.
- To provide provision of transport, it was resolved that local bus service providers be also contacted.

Resolution No. 3:

IQAC Coordinator informed the members that AQAR of 2020-21 had been accepted by NAAC. It has been opined as under: "*Efforts should be made to achieve all the metrics in the upcoming academic year for incremental progress in the quality standard of the institution.*"

Accordingly discussion took place on the metrics where the performance of the college was not satisfactory and following resolutions were made:

- With regard to metric no. 7.1.2, it was informed that the process of installing solar panels and wheeling to the grid has already been initiated.
- With regard to metric no. 7.1.4, it was resolved that artificial water body be constructed for collecting of rain water. Department of chemistry was assigned the responsibility to procure information about mini STP (Sewage Treatment Plant) for the purpose of waste water recycling. Report be submitted in the next meeting.
- With regard to metric no. 7.1.5, it was resolved that display boards depicting ban on use of plastic in the campus be installed at various sites in the campus
- With regard to metric no. 7.1.6, it was informed to the members that college has already contacted Ecology and Biodiversity Services (EBS) Dehradun for the purpose of conducting green audit of the

- college. The service provider has asked for ₹ 1,50,000 for it. It was resolved that some other firms should also be contacted for the same purpose before finalizing the firm to conduct the green audit.
- With regard to metric no. 7.1.10, it was resolved that Proctorial Board will look after the adherence of code of conduct by the students. There will be a monitoring committee consisting of two senior most faculty members under the chairmanship of the Principal to look after the adherence of code of conduct by teaching and non-teaching staff.
 - With regard to metric no. 6.2.3, it was resolved that the proposal be invited from Mr. Sanjeev Tiwari for on-line process for admission. The in-charge of Criterion 6 along with the members of e-governance committee was entrusted to look after it.
 - With regard to metric no. 6.5.3, it was resolved that members of Criterion 6 and Criterion 2 may suggest the improvements which can be done based on the analysis of feedback collected.
 - With regard to metric no. 5.2.3, it was resolved that faculty members should encourage students to participate in state/national/international level examinations and also to help them to enhance their performance.
 - With regard to metric no. 5.3.1 and 5.3.3, it was resolved that students be encouraged to participate in sports and cultural activities and information be disseminated among them for the same.
 - With regard to metric no. 5.4.2, it was resolved that ₹ 100 will be charged as registration fees for alumni association. The Alumni of the college would be urged to donate for the betterment and development of the college. It was informed to the members that alumni of the college Dr. Meenu Agrawal has decided to donate ₹ 1 lakh to alumni association.
 - With regard to metric no. 3.1.1 and 3.1.3, IQAC deems it fit to repeat its earlier request to the faculty members of the college to send project proposals to Government & Non-Governmental agencies and inform IQAC coordinator in writing about where they have applied.
 - With regard to metric no. 3.2.2, it was reported that a seven-day workshop on IPR is to be organised by IIC under the self-driven activity banner.
 - With regard to metric no. 1.2.2, it was resolved that a discussion be held with the faculty members of the college regarding introduction of new add-on courses.

Resolution No. 4:

- Dr. Meenu Agrawal presented the report of the activities undertaken under the CPE-Phase II scheme of UGC (2017-2022). It was suggested that comprehensive report should be made topic/ head wise with number of participants along with the amount spent and outcome of activities. It was resolved that college should now apply for 'College of Excellence.'
- Dr. Meenu Agrawal also informed the members that the data of AISHE and NIRF had been successfully submitted and college has also got registered for 'Vidyanjali-HE'. Dr. Nishi Seth has been appointed as its Nodal Officer.

Resolution No. 5:

- The report of various activities undertaken in the academic Year 2021-22 under the ambit of DBT was presented by Dr. Archana Jyoti and it was resolved that all suggestions pertaining to the activities of DBT would be made after the receipt of funds.

Resolution No. 6:

- It was resolved that the tentative date of the summer coaching programme would be from 1st to 30th June 2022 subject to university examination. The mode of the coaching programme was decided to be offline

Resolution No. 7:

- The faculty wise data of the students admitted in the academic session 2021-22 was presented. It was informed to the members that in all 4,029 students (B.A.--2,062, B.Sc.—506, B.Com.—512, M.A.—266, M.Sc.—222, B.Ed.—253 & B.A. LLB. Hons.—208) and 19 research scholars have been admitted in the college. It was also informed that there is 100% admission in B.Sc., B.Com. B.Ed. and B.A. LLB. Hons. in 2021-22 whereas there is 47.17%, 35.79% and 84% admission in B.A., M.A. and M.Sc. respectively.

Resolution No. 8:

- IQAC Chairperson informed the members about the infrastructural development done during 2021-22. It was reported that 4 new classrooms have been constructed, old 'O' level lab has been converted into Zoology lab, common room has been converted into new 'O' level lab and Botany and Chemistry labs have been extended. It was suggested that expenditure details should be appended to the report.

Resolution No. 9:

- Members were informed that 16 faculty members and 2 non-teaching staff have joined the college during 2021-22. 4 non-teaching staff has also been promoted. The list of the new faculty members and non-teaching staff who have joined the college is as under:

S.N.	Name of Faculty	Department
1.	Mr. Anuj Pandey	Commerce
2.	Dr. Archana Mishra	Psychology
3.	Ms. Neha Tiwari	Political Science
4.	Ms. Mridani Pandey	Political Science
5.	Dr. Ashish Kr. Singh	Medieval History
6.	Ms. Diksha Gupta	Office Management
7.	Mr. Tanmay Kr. Gupta	B.Ed.
8.	Mr. Lal Bahadur	B.Ed.
9.	Dr. Kiran Mishra	Painting
10.	Ms. Abha Singh	Painting
11.	Ms. Riya Sinha	Law
12.	Mrs. Pallavi Gupta	Law
13.	Mr. Rohit Rohilla	Law
14.	Ms. Arti Jaiswal	Physics
15.	Dr. Soni Gupta	Mathematics
16.	Dr. Saurabh Singh	Hindi
Non-Teaching Staff		
	Sri Pramod Kumar	
	Smt. Nisha Sen	

Resolution No. 10:

- Members were informed that the roaster for vacant posts against sanctioned posts had been sent to the University for approval. Following are the details of the vacant posts:

Department	No. of Vacant Posts
Hindi	01
Sociology	01
Education	01
Philosophy	01

Economics	02
Music	01
Zoology	01
Total No. of Vacant Posts	08

Resolution No. 11:

- Members were informed that 25 faculty members including the librarian of the college have become eligible for promotion under CAS. The following are the list of teachers eligible for promotion:

S.N.	Name	Department
1.	DR. ALOK MALVIYA	Botany
2.	DR. TAHIRA PARVEEN	Urdu
3.	DR. RICHA TANDON	Botany
4.	DR. SUMITA SAHGAL	Chemistry
5.	DR. RUCHI MALAVIYA	English
6.	DR. SHUBHRA MALVIYA	Zoology
7.	DR. ANURADHA SINGH	Chemistry
8.	DR. ARIFA BEGUM	Urdu
9.	DR. ADITYA KUMAR TRIPATHI	Hindi
10.	DR. SHASHI PANDEY	Sociology
11.	DR. SIPPY SINGH	Zoology
12.	DR. SADAF SIDDIQUI	English
13.	DR. RIYA MUKHERJEE	English
14.	DR. PREETI YADAV	Sociology
15.	DR. SAUMYA KRISHNA	Sanskrit
16.	DR. HARISH KUMAR SINGH	Education
17.	DR. NEETA SAHU	Education
18.	DR. RASHMI SINGH	Education
19.	DR. VINITA MISHRA	Med. History
20.	DR. SHEO SHANKAR SRIVASTAVA	Med. History
21.	DR. NISHI SETH	Ancient History
22.	DR. SHRADDHA RAI	Philosophy
23.	DR. PARTHA DEY	Music (Tabla)
24.	DR. PRIYANKA GUPTA	Ancient History
25.	DR. RAVI KANT SINGH	Library

It was resolved that the application by individual teachers requesting promotion to be placed before the Governing Body for screening. A committee being constituted.

Resolution No. 12:

- The fourth volume of the journal, Anveeksha, was presented in the meeting. IQAC expressed its happiness on this achievement of the college.

Resolution No. 13:

- A grant of ₹ 16.89 lakhs, as per the request of the college, for the purchase of capital goods under Head B was accorded approval by the Hon'ble VC of the University of Allahabad on 26.03.2022 which was received in the college only on 30.03.2022. Because of the paucity of time it was impossible to complete the purchase of the approved capital goods by 31.03.2022. In view of the aforesaid, the college may request the Hon'ble VC for grant of suitable time for purchase of the approved capital goods. The Principal may forward the request accordingly.

Resolution No. 14:


Dr. Anuradha Singh informed the members that the college has received approval from DST for CURIE research project. Members were informed that under this programme, the Departments of Botany, Zoology, and Chemistry would receive a funding to the tune of 97 lakhs INR. IQAC expressed its happiness at the receipt of this grant to the college and the following suggestions were received:

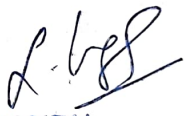
- Departments of Botany, Zoology, and Chemistry were urged to coordinate amongst themselves and identify the space for the development of a common instrumentation center.
- Members were also informed that Prof. Shanthy Sundaram has offered to help out in the implementation of CURIE programme. The departments were asked to stay in touch with Prof. Sundaram.

Any other matter:

- Significant achievements by the students during 2021-22 were shared with the members. It was informed that NCC cadet Radhika Tandon represented her NCC directorate at Annual NCC Republic Day Camp at New Delhi and got 1st place in all over India. Another student Smriti Sahu has been selected for water rafting basic course in Arunachal Pradesh.
- Faculty-wise income-expenditure statement was presented. It was decided that liability for various faculties against the available funds till August be worked out.
- It was informed to the members that a one week online interdisciplinary capacity building and faculty development programme was organized from 24th to 29th March 2022 on the theme of "Research and Publication Ethics: Issues and Challenges" in collaboration with TLCSS of Harsingh Gour Vishwavidyalaya Sagar and Mahatma Gandhi Kashi Vidyapith.
- Members were also informed that Dr. Meenu Agrawal who had received a project from ICHR submitted her final report. IQAC expressed its happiness on the achievement.

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


Co-ordinator
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