

Babu Anant Ram Janta College Kaul, Kaithal


Minutes, IQAC: Session 2020-21


A meeting of IQAC was held on 04-08-2020 at 3 p.m. in the Principal's office under the chairmanship of Dr. Balbir Singh.

The following members of IQAC were present in the meeting:

1. Dr. Kusum (Associate Prof.)
2. Dr. Sandeep Kumar (Associate Prof.)
3. Dr. Pushpa (Assistant Prof.)
4. Sh. Surender Kumar (Suptd.)
5. Dr. Rajeev Kumar Gaba (Librarian)
6. Dr. Paras Mani (Assistant Prof.)
7. Dr. M.S Khanchi (Ex-Principal)
8. Sh. Kanwar Singh (Gen. Sec. Gov. Body)
9. Sh. Shayam Sunder (Sarpanch, Kaul)
10. Sh. Narsi Ram (Alumni)

1. Proceeding of previous meeting were reviewed which was held on 17-03-2020.
2. First of all, all the teachers were asked to follow the guidelines issued by state/central govt. to take preventive measures such as social distancing, wearing masks and sanitization in the college campus.
3. It was decided to prepare academic calendar for the session 2020-21. All the HODs and conveners of various committees/clubs/society were asked to submit the tentative schedule of activities that will be going to held in the session.
4. Admission committee to be apprised about the automation of admission process by DGHE for the session
5. All the teachers in the Deptt. of Hindi, Economis, Commerce and Women Cell who organized online competition in their respective subjects were given congratulation for successful organization of national competition.
6. It was also resolved to congratulate Deptt. of Commerce and Hindi and their organizing team for successful conduct of online national/ international webinars.
7. It was decided to ask all the head of the departments and conveners of various committee/club/cell to conduct the training programmes/workshops/seminars/extension lectures for teaching and non-teaching staff and students.
8. It was also decided to organize international webinar under the supervision of IQAC on the topic Shikshadarshan or Manovighan: Rastranirman Me Bhoomika' and a national webinar on the topic `New Education Policy 2020: Vivid Aayam in the month of August.


(Dr. Balbir Singh)
Chairperson, IQAC


(Dr. Rishi Pal)
Convener, IQAC

Babu Anant Ram Janta College Kaul, Kaithal

Minutes, IQAC: Session 2020-21

A meeting of IQAC was held in the principal office under the chairmanship of Dr. Rishi Pal, Principal on Oct 6, 2020 at 2 p.m.

The following members of IQAC were present in the meeting:

1. Dr. Sandeep Kumar (Associate Prof.)
2. Dr. Pushpa (Assistant Prof.)
3. Sh. Surender Kumar (Suptd.)
4. Dr. Rajeev Kumar Gaba (Librarian)
5. Dr. Prerna (Assistant Prof.)
6. Mrs. Mukesh Chahal (Assistant Prof.)
7. Dr. Vishamber Dass (Assistant Prof.)
8. Dr. Radhika Khanna (Assistant Prof.)
9. Dr. Nancy Gulati (Assistant Prof.)
10. Dr. Sonia Rani (Assistant Prof.)
11. Dr. Balbir Singh (Ex. Principal)
12. Sh. Kanwar Singh (Gen. Sec. Gov. Body)
13. Sh. Shayam Sunder (Sarpanch, Kaul)
14. Dr. Mahinder Singh
15. Ms. Priyanka Rani
16. Mr. Sanuj

Following agendas were discussed for the smooth functioning of the cell:

1. Minutes of previous meeting dated Aug.4, 2020 were reviewed and necessary suggestions/actions were discussed for their future implementation.
2. Principal, Dr. Rishi Pal and former convener of IQAC addressed all the worthy members of the cell and explained the overall functioning of the cell.
3. Seven action plans of IQAC were discussed in the meeting.
4. Pending five years annual quality assurance report (AQAR) was the main topic of the discussion. All the members of IQAC enlightened the meeting with their action plans to faster the submission of pending AQAR.
5. National Level Shaloka Ucharan Pratiyogita will be organized by Department of Sanskrit under the convenership of Dr. Vishamber Dass.
6. Five DGHE sponsored webinars, will be organized by various departments and cells, mainly by (i) Department of Commerce (ii) Ek Bharat Shreshth Bharat Cell (iii) Department of History (iv) Department of Political Science (v) IQAC in association with Department of Mathematics.
7. It was also decided that a feedback committee should be constituted separately to collect and analyze the feedback from all the stakeholders for the session 2020-2021.

8. It was advised to upgrade the college website in a systematic manner.
9. All the faculty members were asked to conduct the co-curriculum activities of their respective Departments and Committee/ Cell.
10. It was advised in the meeting to conduct the green and environment audit of the college.



(Dr. Rishi Pal)

Chairperson, IQAC



(Mrs. Komal Rani)

Convener, IQAC

Babu Anant Ram Janta College Kaul, Kaithal

Minutes, IQAC: Session 2020-21

A meeting of IQAC was held in the principal office under the chairmanship of Dr. Rishi Pal (Principal) on Dec 16, 2020 at 2 p.m.

The following members of IQAC were present in the meeting:

1. Dr. Sandeep Kumar (Associate Prof.)
2. Dr. Pushpa (Assistant Prof.)
3. Sh. Surender Kumar (Suptd.)
4. Dr. Rajeev Kumar Gaba (Librarian)
5. Dr. Prerna (Assistant Prof.)
6. Mrs. Mukesh Chahal (Assistant Prof.)
7. Dr. Vishamber Dass (Assistant Prof.)
8. Dr. Radhika Khanna (Assistant Prof.)
9. Dr. Nancy Gulati (Assistant Prof.)
10. Dr. Sonia Rani (Assistant Prof.)

Minutes of the meeting and action taken report:

1. Minutes of previous meeting were reviewed that was held on Oct 6, 2020.
2. Plan to fill pending AQAR: The issue was deliberated in detail and decided to do registration of college on HEI portal first as per NAAC guidelines. The revised framework of AQAR was also discussed.
3. Feedback collection : As discussed in the previous meeting a feedback committee has been constituted for the session 2020-2021 to collect and analyze the feedback from all stakeholders. It was decided that a structured feedback to be taken in both online and offline mode from all the stakeholders and special from students at the end of the semester for the appraisal of teacher. It was also advised that feedback to be taken from graduating students and alumni at the time of convocation and alumni meet so that overall survey of the curriculum, infrastructure and progression report can be attained.
4. To conduct convocation and alumni meet: It was advised to hold convocation ceremony and alumni meet in the college and decided to conduct in the upcoming semester.
5. Organized webinar: Five DGHE sponsored webinars were organized by various department and cell of the college in the month of October and November successfully.

6. To issue appreciation letter: It was decided to issue appreciation letter for outstanding performance of teachers and non teaching staff.
7. To promote research culture: All the teaching staff were asked to publish more and more research papers in reputed journals.
8. To organize blood donation camp : College red cross committee was asked to organize blood donation camp on death anniversary of Lt. Ch. Ishwar Singh Ji.



(Dr. Rishi Pal)
Chairperson, IQAC



(Mrs. Komal Rani)
Convener, IQAC

Babu Anant Ram Janta College Kaul, Kaithal

Minutes, IQAC: Session 2020-21

A meeting of IQAC was held in the principal office on Feb 20, 2021 at 2:30 pm under the chairmanship of Principal, Dr. Rishi Pal.

The following members of IQAC were present in the meeting:

1. Dr. Sandeep Kumar (Associate Prof.)
2. Dr. Pushpa (Assistant Prof.)
3. Sh. Surender Kumar (Suptd.)
4. Dr. Rajeev Kumar Gaba (Librarian)
5. Dr. Prerna (Assistant Prof.)
6. Mrs. Mukesh Chahal (Assistant Prof.)
7. Dr. Vishamber Dass (Assistant Prof.)
8. Dr. Radhika Khanna (Assistant Prof.)
9. Dr. Nancy Gulati (Assistant Prof.)
10. Dr. Sonia Rani (Assistant Prof.)

1. Minutes of previous meeting were reviewed that was held on Dec 16, 2020 and action taken report was discussed.
2. Upgradation of college website: The progress done was reviewed and few suggestions were made by members of IQAC.
3. Organization of alumni meet : Alumni meet 2021, under the Convener ship of Dr. Ishwar Singh will be held on march 7, 2021 and convocation ceremony will be held in the first week of April, 2021. It was informed by Dr. Rishi Pal, Principal, to the house.
4. To conduct odd semester examination : As per KUK guidelines odd semester exam will be conducted online from march 1, 2021. To conduct exam smoothly, necessary actions were discussed.
5. Blood donation camp: A blood donation camp was organized by red cross committee on Feb 11, 2021. Around 85 donors including teachers students and people from nearby villages donated blood to fulfill their social responsibilities.
6. To maintain the record : It was decided in the meeting that minute register of work done by the department or committee/ cell to be maintain properly by the H.O.D /convener respectively.
7. To conduct training programs: For development and enrichment of non teaching staff, it was discussed that a personality development, stress management training program should be conducted for non teaching staff.
8. To conduct exhibition : Science teachers were advised to conduct the science exhibition on national science day on 28 Feb, 2021.

9. To start new certificate/ diploma courses: It was decided to start diploma, certificate/advanced diploma courses. For the same, Deptt./Committee/Cell was instructed to prepare the proposal for the certificate courses.



(Dr. Rishi Pal)
Chairperson, IQAC



(Mrs. Komal Rani)
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Babu Anant Ram Janta College Kaul, Kaithal

Minutes, IQAC: Session 2020-21

A meeting of IQAC was held in the Principal office on April 9, 2021 at 2:00 pm.

The following members of IQAC were present in the meeting:

1. Dr. Sandeep Kumar (Associate Prof.)
2. Dr. Pushpa (Assistant Prof.)
3. Sh. Surender Kumar (Suptd.)
4. Dr. Rajeev Kumar Gaba (Librarian)
5. Dr. Prerna (Assistant Prof.)
6. Mrs. Mukesh Chahal (Assistant Prof.)
7. Dr. Vishamber Dass (Assistant Prof.)
8. Dr. Radhika Khanna (Assistant Prof.)
9. Dr. Nancy Gulati (Assistant Prof.)
10. Dr. Sonia Rani (Assistant Prof.)

1. Minutes of previous meeting were reviewed that was held on Dec 16, 2020 and action taken report was discussed.
2. Convocation ceremony 2021: First convocation ceremony was held on April 3, 2021 successfully, under the chairmanship of president, Ch. Tejvir Singh.
3. To discuss the result of previous classes: It was decided that the result of classes (programme wise) to be discussed with the teachers time to time.
4. Career oriented activities: It was advised in the meeting that more and more career oriented activities/ workshop/ seminars should be organized for the students specially for final year students.
5. Use of ICT tools: For effective teaching, teachers should make extensive use of ICT tools, E-resources in this pandemic (covid-19).
6. Memorandum of understanding: A detailed discussion was held on M.O.U and it was decided to make MOU to enhance the overall quality of institute in collaborative manner by sharing and organizing best academic activities for students and faculty members.
7. To prepare the agenda for the confirmation of teachers whose confirmation is due in the coming months.
8. Reviewed the progress of infrastructure of five smart class rooms going on in the college.
9. It was decided to conduct the financial audit for the session.



(Dr. Rishi Pal)
Chairperson, IQAC



(Mrs. Komal Rani)
Convener IQAC

Babu Anant Ram Janta College Kaul, Kaithal

Minutes, IQAC: Session 2020-21

A meeting of IQAC was held in the principal office under the chairmanship of Dr. Rishi pal (principal) on August 13, 2021 at 3p.m.

The following members of IQAC were present in the meeting :

1. Dr. Sandeep Kumar (Associate Prof.)
2. Dr. Pushpa (Assistant Prof.)
3. Sh. Surender Kumar (Suptd.)
4. Dr. Rajeev Kumar Gaba (Librarian)
5. Dr. Prerna (Assistant Prof.)
6. Mrs. Mukesh Chahal (Assistant Prof.)
7. Dr. Vishamber Dass (Assistant Prof.)
8. Dr. Radhika Khanna (Assistant Prof.)
9. Dr. Nancy Gulati (Assistant Prof.)
10. Dr. Sonia Rani (Assistant Prof.)

1. Minutes of previous meeting were reviewed.
2. External Academic & Administrative Audit : It was decided to conduct the external Academic & Administrative Audit for the session 2019-20 & 2020-21
It was also resolved that for onwards internal and external Audit Should be done annually. A detailed discussion was also held to prepare the audit file.
3. Memorandum of understanding (MoU's):- As discussed in the previous meeting. It was decided to prepare MoU's proposal with the following colleges.
 1. Guru Nanak Khalsa College, Karnal
 2. Guru Nanak khalsa College, YamunaNager
 3. R.K.S.D College ,Kaithal
 4. M.N. College, Shahabad
 5. Aggarwal College ,Ballabgarh
4. Annual Quality Assurance Report (AQAR) :-
It was decided in the meeting to prepare the AQAR from the session 2017-2018 onward and collect the data from all staff members of their Academic achievement & activities organised by concerned Dept/Cell/Society/Committee /Club etc.
5. To design IQAC E-mail :-

In order to collect data & communication with faculty, decided to create an e-mail of IQAC & on the spot IQAC e-mail was created “iqac20barjc@gmail.com”.

6. To Update The College Library & add new books/ journals :-

It was resolved that college library Should be updated with records & news, books, magazines & Journals. Requirements of books to be submitted to library.



(Dr. Rishi Pal)

Chairperson IQAC



(Mrs. Komal Rani)

Convener IQAC

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Action Taken Report over the quality initiatives suggested by IQAC for the session 2020-21 and it was reported as follows:

Sr. No.	Plan of Actions	Achievements
1	To prepare academic calendar and lesson plan	College academic calendar and subject wise lesson plan were devised in the beginning of the session.
2	To organize institutional / state/ national level/international level FDP's Seminars/ Conferences/ workshop etc. for professional development /administrative training programmes	College organized national and international level development programmes whose details are as follows <ul style="list-style-type: none">• Department of Commerce organized National Webinar on "Corona virus and the new normal-struggle to success" held on 25th June, 2020.• One day International Webinar on the topic "Corona Kaal Me Sant Sahitya ki Prasngikta" organized by Hindi Department and Global Hindi Sahitya Shodh Sansthaan on July 7, 2020• Internal Quality Assurance cell in collaboration with Global Hindi Sahitya Shodh Sansthaan organized one day International Webinar on the topic "Shikha Darshan Avm Manovighyan: Rastra Nirmanh Me Bhumika" on August 10, 2020.• Internal Quality Assurance cell in collaboration with Global Hindi Sahitya Shodh Sansthaan organized one day International Webinar on the topic "New Education Policy 2020: Various Aspects" on August 21, 2020.• Department of Commerce organised an interdisciplinary webinar in collaboration with Director General Higher Education, Panchkula, Haryana on the topic "Self Reliant India: Job Seekers to Job Providers" on October 14, 2020

		<ul style="list-style-type: none"> • Ek Bharat Shrasht Bharat in collaboration with Govt. Degree College Godavirkhani Telengana and Director General Higher Education, Panchkula, Haryana organized one day International Webinar on the topic “Adbhut Sanskriti Avm Sabhyata Ki Virasat Bharat” on October 31, 2020. • Department of History in collaboration with Global Hindi Sahitya Shodh Sansthaan and Director General Higher Education, Panchkula, Haryana organized one day International Webinar on the topic “Bhartiya Sanskriti Me Bhodh Darshan Ki Prasangikta” on November 9, 2020. • Department of Pol. Science in collaboration with Director General Higher Education, Panchkula, Haryana organized one day National Webinar on the topic “Vartmaan Pridrishya Me Gandhivadi Darrshnikta ki Prasangikta” on November 22, 2020. • Internal Quality Assurance Cell in collaboration with Department of Mathematics and Director General Higher Education, Panchkula, Haryana organized one day National Webinar on the topic “Role of E-Learning: Academic Challenges” on November 29, 2020. • National level online workshop organized by NSS in collaboration with MGNCRE, Ministry of Education, Government of India on June 11, 2021
3	Promotion of Co-curriculum & Cultural Activities	<p>For the holistic development of students, various national and international online activities were organized in collaboration by Departments, committees, cells and club of college whose details are given as follows:</p> <ul style="list-style-type: none"> • National level online poster making competition was organized by Department of Chemistry and legal Cell under the

		<p>campaign of vaccination awareness drive on May 5, 2021.</p> <ul style="list-style-type: none"> • National level online quiz competition was organized by Department of Economics during 10-17 May, 2021. • Department of Library and ICT cell organized two days national level online quiz competition to enhance the knowledge and understanding of Library and ICT concepts among students during 30-31 May, 2021. • International level online quiz competition was organized by the Department of Commerce and UGC cell during 26-5-2021 to 02-6-2021. • Legal Literacy cell and Career Guidance and Placement Cell organized national level online specific slide PPT competition on June 8, 2021. • Motivational lecture was delivered by Dr. Shilpa Sharma AIIMS, New Delhi on Coexisting with Covid-19 via google meet that was conducted by Red Ribbon and Tobacco Control cell of the college on June 10, 2021. • Online Guest lecture on the topic 'Study of History' was organized by Department of History and Swami Vivekanand Youth Cell on June 12, 2021. Lecture was delivered by Prof. Jigar Mohammed from University of Jammu. • Online extension lecture on Career Choices in Political Sciences was conducted by Department of Political sciences on June 15, 2021 by Dr. Kushal Pal, Associate Prof. in Dyal Singh College, Karnal.
4	Promotion of Sports Activities	<p>College sports persons participated in various Championship /tournaments of Volleyball, Kabaddi at state and national level.</p> <ul style="list-style-type: none"> • College five Volleyball players got gold medal in Haryana senior state volleyball championship during 19-21 Feb, 2021. • College three Volleyball players got gold medal in senior national volleyball championship during 5-11 March, 2021.
5	Career oriented activities	<ul style="list-style-type: none"> • Department of Commerce organised an interdisciplinary webinar in

		<p>collaboration with Director General Higher Education, Panchkula, Haryana on the topic "Self Reliant India: Job Seekers to Job Providers" on October 14, 2020.</p> <ul style="list-style-type: none"> • Online extension lecture on Career Choices in Political Sciences was conducted by Department of Political sciences on June 15, 2021 by Dr. Kushal Pal, Associate Prof. in Dyal Singh College, Karnal.
6	To collect Feedback	Feedback was collected from various stakeholders at the end of the session.
7	Activities to serve the humanity	<ul style="list-style-type: none"> • Blood donation camp was organized in the college campus by Red Cross cell and NSS on February 11, 2021. • Red Cross and red Ribbon Club organized Vaccination Camp to vaccinate the age group 18-44 years during Covid-19 pandemic in the college campus on 9-6-2021. • Seven day camp was organized by NSS for social service and health awareness during 15-21 March, 2021.
8	To encourage the teaching staff for participation in national/international seminars/conferences/ webinars/ FDP and to publish research papers in UGC approved journals	<ul style="list-style-type: none"> • Teachers actively participated in national and international seminars/conferences/webinars throughout the session. • Published many research papers in peer reviewed / UGC approved national/international journals • Active participation in Short term courses, FDP, workshops and refresher courses.
9	Recruitment against teaching staff	One vacant position was filled in the Department of mathematics in this session.
10	To increase the infrastructure of college.	Library area was extended. Construction of five class rooms and one seminar room is on progress.
11	Convocation ceremony	1st convocation ceremony of the college was conducted on April 3, 2021.
12	Alumni Meet	Alumni Meet was conducted on march 7, 2021.

13	Memorandum of understanding (MoU's)	MoU's were made with four colleges of Haryana.
14	Up gradation of college website	College website has been up graded as per requirement.
15	Registration of college on HEI portal of NAAC	College has registered on HEI portal of NAAC to start the process of AQAR.
16	Created IQAC Email	IQAC created IQAC email separately to collect the data for AQAR and to share the information among members.
17	External Academic & Administrative Audit	Process of External Academic & Administrative Audit of last two years had been started that is to be done in the next session.
18	Green and Financial audit	Green and Environment audit has been done on 22.11.2020 by a committee consisting of Dr. Suresh Deswal (Environmentalist known as aGreen Man, Recipient of Green India Award), Associate Professor of Geography, Govt. College Ambala and Prof. Sanjay Sharma, Associate Professor of Geography, D.A.V College Karnal. Financial Audit of the session 2020-21 has been done by C.A.

(Dr. Rishi Pal)
Chairperson, IQAC

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