



गार्गी महाविद्यालय GARGI COLLEGE

दिल्ली विश्वविद्यालय / University of Delhi

सिरी फोर्ट रोड, नई दिल्ली-110049 / Siri Fort Road, New Delhi - 110049
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IQAC, GARGI COLLEGE UNIVERSITY OF DELHI MINUTES OF MEETINGS 2023-24

1. IQAC committee meeting with Principal

Date: July 13, 2023

Day: Thursday

Time: 10:30 am

Venue: Council Room

Members Present:

1. Dr. Renu Aggarwal
2. Dr. Alka Garg
3. Dr. Arshmeet Kaur
4. Dr. Anjni Anand
5. Dr. Geeta Prakash
6. Dr. Neha Sharma

Minutes

The purpose of the meeting was to update the principal with the outcomes of previous IQAC meetings with regards to workload committee, library, office and Class 4 employees of the college.

1. Discussion of points related to meeting with workload committee:

- a. The need for an overall superintendent of practical exams was discussed in the meeting with workload committee. With respect to the same, Principal ma'am suggested that TICs from each department should take on this responsibility on rotation basis.



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- b. Concerns over potential infrastructure problems that college may face under NEP was also raised in the meeting with workload committee. With respect to the same, Principal mam addressed the issue vide following points:
- New block will have three computer labs.
 - Some furniture has also been added to the canteen and to BEI.Ed. resource room.
 - Fixed furniture has been installed in many classrooms which were previously devoid of it.
 - 21 new computers have been purchased and computer labs are in the process of upgradation.
 - For better visibility of projector screen, chicks have been installed in classrooms of commerce block
 - To ensure good internet speed, IQAC can request Mr. Anuj to block social media sites and other non-essential website on Wi-Fi, so that students will use the facility judiciously.
 - Mam also informed that refurnishing of auditorium is being carried out. White wash has been done in auditorium basement and currently termite treatment in auditorium is underway. Replacement of old light bulb also done.

2. Discussion of points related to library:

- a. Upon request of IQAC regarding requirement of light and fans in library, Principal ma'am informed that library has already placed this request. A follow-up however, is required in this regard. Also, CCTV cameras have been installed in library.
- b. Regarding the complaint that there is insufficient space in library for teachers, Principal ma'am informed that a dedicated space for reading or desktop use has been assigned in new academic block for this purpose.
- c. As suggested by IQAC, Principal ma'am agreed for outsourcing the deep cleaning of library.

3. Discussion of points related to accounts & admin:

- a. Office is working on digitalization of leave process, salary slips and other processes related to the student dealing.
- b. Principal Ma'am informed that students use the QR codes scanning to check seating arrangements for exams. They can view their room number as well as seat through scanning of these codes. QR code scanning is also available for SOL exams, affixed on college gate.



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- c. Principal ma'am suggested that IQAC, based on the respective performances of office staff, can give a best section award. Same thing can be done for labs, cleaning staff etc. For example, best practices award or most clean lab etc. can also be given. A cash prize can be given to cleaning staff.
- d. Principal Ma'am also informed that a digital screen is being purchased for the main arc for displaying important information. The above-mentioned awards shall also be displayed on this screen.
- e. Principal Ma'am agreed that holding a Tally workshop for office staff with Dr. Nidhi Gupta from commerce department as resource person is a good idea and should be organized.
- f. A request letter can be given to Delhi Government for installing e-charging points of vehicles and an open Gym.
- g. A small cooler is a more viable option for the medical room instead of air-conditioner considering the size of the room.

3. Discussion of points related to Class IV employees:

- a. Security Guard of the college, during IQAC meeting with Class IV employee, has highlighted the problem regarding misbehaviour of auto drivers, hap-hazard driving and illegal parking of autorickshaw on out premises of the college. With respect to the same, Principal ma'am suggested that a letter should be given to local police station for deploying a PCR vehicle at the gate.
- b. It was decided that building maintenance committee should take responsibility to check working conditions of fans, lights etc. before reopening of the college.

2. IQAC committee meeting with TICs of all Departments

Date: July 25, 2023

Day: Tuesday

Time: 12:30 pm

Venue: Council Room

IQAC Members Present:

1. Dr. Renu Aggarwal (Coordinator)
2. Dr. Neera Pant
3. Dr. Alka Garg



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4. Ms. Arshmeet Kaur
5. Dr. Geeta Prakash
6. Dr. Neha Sharma

Minutes:

1. IQAC requested TICs of all the departments to organize Faculty Development Programme (FDP). In this regard, the mathematics and commerce departments have expressed a willingness to plan some FDP.

2. On the request of the Principal, Mr. Jitender from office demonstrated a new software for filling up internal assessment marks and attendance. It was suggested that some teachers could help Jitender in understanding the practicalities of the software and its improvement. From Science, Dr. Neha Sharma offered to help; from Arts, Dr. Preeti Pant proposed the name of Dr. Shyamolima Ghosh. From Commerce, Prof. Sonali Ahuja said she will provide a name later.

3. The principal also informed that the college has set aside some funds for research. In this regard, Prof Aparajita Mohanty, a member of Gargi College's Research Development Cell (RDC), explained the sub-heads and amounts for which funds will be given. The relevant information in this respect has been mailed to all teachers.

4. It was also pointed out in the meeting that faculty should strive to publish in journals that are Scopus indexed or UGC care listed because only these are counted in NAAC and other assessments. Every teacher should make an effort to have at least one such publication per year.

5. Faculty members should apply for project funding and research grants. The RDC is actively providing links and information about the available schemes.

6. Gargi college has many Memorandums of Understanding (MOUs) with different institutions.

The present nodal officers discussed their respective MOUs and the work they had done. The currently active MOUs and their nodal officer are:

- i. Prof. Shashi Chawla – ICT Academy*
- ii. Dr. Vandana Luthra – (a) CIC + Deep – C/DRIIV Blue Planet (b) Indian Pollution Control Assessment (IPCA)
- iii. Dr. Madhu Yashpal – Zanskar College in Ladakh
- iv. Dr. Sabeen Rizwi – IHBAS



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v. Prof. Renu Aggarwal – KR Mangalam**

* For ICT academy, Ms. Saileja Modem was the former nodal officer.

** Dr. Archana who was an Ad-hoc in the Department of Physics was the nodal officer for KR Mangalam University. Prof. Renu Aggarwal took in-charge of this MOU when Dr. Archana got a permanent job elsewhere and she left Gargi College. Prof. Renu Aggarwal asked if anyone else wanted to be the nodal officer. This was agreed upon by Dr. Geeta Saini of the Department of Chemistry.

7. Presentations of department achievements for the year 2022-2023 will be scheduled after the college reopens on August 16, 2023.

8. Each department should have the mentoring list ready by the end of August 2023.

9. Departments that have not yet submitted their outreach programme topics should do so as soon as possible. When the weather permits, outreach will be conducted from October onwards.

10. In the last meeting of IQAC with TICs on April 21, 2023, Hindi and Sanskrit departments had proposed to organise a language workshop for the office staff. However, no action has been taken in this regard. Ms. Saileja informed that Zanskar college had expressed interest in improving their Hindi language skills. Some workshop can be organized in this regard as well.

11. The Principal suggested that the words 'talk' or 'lecture' can be replaced by the word 'seminar'.

3. IQAC committee meeting with data collection team of IQAC, NIRF team and India Today team

Date: August 8, 2023

Day: Thursday

Time: 11:00 am

Venue: Council Room

Members of all the teams Present:

1. Dr. Renu Aggarwal (Coordinator)

2. Dr. Neera Pant



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3. Dr. Joya Bhattacharya
4. Dr. Anjni Anand
5. Dr. Geeta Prakash
6. Dr. Chingrishon Kathing
7. Dr. Rimpi Pal Kundu
8. Dr Mansi Agarwal
9. Dr Anshika Agarwal
10. Dr Manpreet Kau
11. Dr Vibha
12. Dr Indramani
13. Dr Shyamolima Chaudhary
14. Dr Neetu Kumari
15. Dr Piyush Yadav
16. Dr Gunjit Kaur
17. Ms Akriti Chaudhary
18. Dr Samira Chugh
19. Dr Reema Mishra
20. Ms Sailaja Modem
21. Dr Edna Esther
22. Dr M Divya Gyaneshwari
23. Dr Inamul Haq
24. Dr Megha Shukla

Minutes:

A meeting of IQAC committee was held with the data collection team of IQAC, NIRF team and India Today team. The purpose of the meeting was to discuss guidelines on collection of data for the college and to ensure that each team works in collaboration with the other team.



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3. IQAC committee meeting with Principal

Date: December 18, 2023

Day: Monday

Time: 10:30 am

Venue: Council Room

Members Present:

1. Dr. Renu Aggarwal (Coordinator)
2. Dr. Neera Pant
3. Dr. Alka Garg
4. Dr. Joya Bhattacharya
5. Ms. Arshmeet Kaur
6. Dr. Anjni Anand
7. Dr. Geeta Prakash
8. Dr. Neha Sharma

Minutes:

1. IQAC team congratulated the principal for the success of NEP conference.
2. A meeting of our college's students with the principal is planned at the start of the upcoming semester to discuss their issues.
3. The students union conducted a survey last month on lavatory cleanliness. It was suggested that the issues identified in the survey should be resolved. Further, it was advised to hang posters promoting proper bathroom usage practices to maintain sanitation and hygiene in washrooms.
4. IQAC provided an update regarding the work done under various MOUs to the Principal. It was informed that MOU with KR Mangalam is extended for an additional year. The nodal officer for this is Dr. Geeta Saini from the Department of Chemistry. As per the information



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provided, she intends to take a short-term course on sustainable development and waste management. Additionally, students enrolled in the Forensic Science Skill Enhancement Course will be taken on an educational tour of their specialised labs. Additionally, three more Memorandums of Understanding (MOUs) with the listed institutions are under progress—the PhD Chamber of Commerce, Bodoland University under the Vidya Vistar Scheme, and Morarji Desai National Institute of Yoga (MDNIY).

5. A visit by Zanskar College to Gargi College was suggested as a means of advancing work under the MOU. Principal Ma'am mentioned that IQAC should discuss about the associated budget and stay. The IQAC will notify the nodal officer and inquire for more information.

6. The Principal apprised the team that the majority of office-related work is now digital. She also mentioned that under *Rajbhasha karyanvan samiti*, the target is to achieve 100% official work in Hindi over the course of the next three months.

7. The Principal mentioned that IQAC gather data on outreach programmes from all departments for documentation.

8. The committee appreciated the diligent work done by media cell.

9. It was decided that the website committee will be requested to upload students mentoring list on college website.

10. Principal mam informed that add-on courses have come under the purview of Research Development Cell (RDC) of Gargi College. RDC will retain all the data and share it with IQAC for documentation. It was also suggested that a standard template for add-on course proposals be created. Professor Neera Pant as IQAC member humbly agreed to prepare the template with Prof. Aparajita Mohanty (RDC member).



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11. Certificate for summer internship will be designed by Dr. Anjni Anand with the help of Mr. Anuj.

4. IQAC committee members online meeting

Date: February 26, 2024
Day: Monday
Time: 4:00 pm
Venue: Online via Google meet

Members Present:

1. Dr. Renu Aggarwal
2. Dr. Neera Pant
3. Dr. Alka Garg
4. Ms. Arshmeet Kaur
5. Dr. Anjni Anand
6. Dr. Joya Bhattacharya
7. Dr. Geeta Prakash
8. Dr. Neha Sharma

Minutes:

- a) IQAC convener briefed the members about the plan to submit the AQAR 2022–2023 report by April 2024.
- b) The principal requested two names from IQAC to attend the event on February 27, 2024 for the launch of the SWAYAM plus platform by Ministry of Education. Ms. Arshmeet Kaur and Dr. Joya Bhattacharya proposed their names for the same.
- c) The principal requested an update from IQAC on washroom cleanliness and drinking water availability for students. It was decided that Prof Neera would discuss this with the principal.



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5. IQAC committee members meeting

Date: May 10, 2024

Day: Friday

Time: 10:30 am

Venue: Council Room

Minutes:

The meeting's agenda was to review the progress of the work in each criterion. Prof. Renu Aggarwal helped the team with all of their queries and concerns.

Each criterion was represented by the core member or by one of the extended team members, whose names are listed below:

1. Dr. Renu Aggarwal (Coordinator)
2. Dr. Neera Pant – Criterion 6
3. Dr. Alka Garg – Criterion 1
4. Prof. Anjni Anand – Criterion 4
5. Ms. Jayashree – Criterion 7
6. Dr. Geeta Prakash – Criterion 5
7. Dr. Neha Sharma – Criterion 3
8. Ms. Akriti Chaudhary and Ms. Tanjot – Criterion 2



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**Minutes of the Meeting for the two-day National conference on
NEP 2020: Perspectives, Challenges and way Forward organized
by Gargi College, University of Delhi on Nov 3-4, 2023**

NEP Meeting (Committee Meeting)

(1)

(Online - Wednesday

30 August 2023)

8pm - 9pm

- (1) Dr. Sreenivas Tyagi highlighted two important points identified in the last meeting held on 22 August 2023 in college.
 - (a) Funding
 - (b) NAAC grant
- (2) It was clear that it would be difficult to seek funding for the conference (due to the stipulated time period identified by the funding institutes)
- (3) When Prof. Sreenivas Tyagi raised the issue of private players for funding, Prof. Vandana Luthra talked about the possibility of funding from industries, specially, educational industries in contact with PHD ~~and~~ chambers of commerce (areas identified - lodging of speakers, folders, etc.)
- (4) Prof. Vandana Luthra said that a letter could be drafted and signed by the college principal addressed to the PHD chambers of commerce (with requirements specified)
- (5) Prof. Sreenivas Tyagi emphasized the need for collaboration (in cash or kind) with the private educational institutions in the NCR periphery for the conference (Galgotia, Amity, Jindal)
- (6) The issue of the tentative list of speakers and their schedule was also discussed (Prof Tyagi talked about criteria - Associate Professor and not Assistant Professor could be invited).
- (7) Prof. Luthra suggested that the career counselling institutes could be approached as well for funding but their condition was 10/15 minutes interaction with the students. It could also be converted into an interactive

session with students.

- (8) Prof. Geta Kichlu sought recommendation regarding the book launch of Ms. Jaya Singh ^{Takha} during the conference. In this regard, relevant publishing house had to be identified.
Beena
- (9) Prof. ~~Geta~~ Negi requested Prof. Tyagi to find out about the form for funding of the conference by the Ministry of Human Resource and Development Education.
- (10) Regarding funding, the SBI, HDFC, ICICI could be contacted. This was also suggested by Prof. Sanjeta Bhatia, the College Principal.
- (11) Prof. Tyagi said that an email could be written to some of the publishing houses. A list of relevant publishing houses could be prepared / compiled (to be shared on the WhatsApp group).
- (12) Prof. Tyagi also suggested that one offline and one online meeting could be scheduled on a weekly basis for regular update on the work done so far (days had to be identified - Tuesday and Thursday / Friday).
- (13) Prof. Jasmine Patton talked about the intimation regarding the abstracts submitted for the conference. (as the date for submission was 5 Sept 2023).
- (14) Prof. Reha Harneet said that in response to query raised by Dr. Alka S. from History Department regarding teacher - student (mentee), it was decided that one teacher - two students from each Department could participate in the conference (though the numbers could vary). It was also decided that the certificates for participation would be awarded to teachers and students.

(2)

Prof. Tyagi also said that the members of the NEP committee were also required to enlist participation of at least 10 individuals in the conference.

Members Present

- (1) Prof. Sreenivas Tyagi
- (2) Prof. Rekha Nair
- (3) Prof. Geeta Kichlu
- (4) Prof. Vandana Kukra
- (5) Dr. Beena Negi
- (6) Dr. Jasmine Patton
- (7) Dr. Jayoti Mari
- (8) Dr. Neha Singh
- (9) Dr. Indra Mari
- (10) Dr. Gunjit
- (11) Dr. Shweta Chaudhary
- (12) Dr. Ishu Priya
- (13) Dr. Jayshree Tandekar
- (14) Dr. Shailly
- (15) Dr. Rakshi Kumar
- (16) Dr. Vera

NEP Committee Meeting

(1)

(in College Auditorium,
12/09/2023, Tuesday, ECA break)

(1) Today's NEP Committee meeting was an extended meeting as it was attended by not only the committee members but by the following:

- Prof. Sangeeta Bhatia, College Principal
- Prof. Renu Aggarwal, IGAC Convener
- Teacher-in-charge of the College Departments
- Class Representatives of 1st, 2nd and 3rd years of the College Departments.

(2) The meeting began with Professor Srinivas Tyagi, Convener of NEP Committee informing the house about the NEP Conference to be held in November 2023. He then invited Principal ma'am, Prof. Bhatia, to talk about the conference.

(3) Prof. Bhatia began with asking the students (CRs) about the NEP - its full form and its objectives. The students answered in affirmative. She highlighted the fact that NEP signifies shift from 'memorizing' to 'learning'.

(4) Prof. Bhatia also explained the relevance of the NEP conference to the students (in terms of the multiple exits in the NEP).

(5) Prof. Aggarwal also said that the NEP conference was essential to understand the four-year programme, especially for the students.

(6) Prof. Tyagi then briefly outlined the broader themes that would be focused upon during the conference (such as pedagogy, research and student related issues). He also

Informed the house that imminent personalities and scholars would be present during the conference (such as Ugc Chairperson, former Education Minister).

- (7) Prof. Bhatia and Prof. Tyagi also discussed about the funding of the conference. In particular, Prof. Bhatia encouraged the students to help identify the potential sponsors from the private sector. She said that the sponsorship could be both in cash and kind (stationery, refreshments, publication). Prof. Bhatia emphasized that the sponsorship would be acknowledged as well.
- (8) When a faculty member (Dr. Gunjan from Economics) raised a query in relation to funding (regarding the amount), Prof. Bhatia said that the amount of sponsorship would be decided as per the budget for the conference.
- (9) Prof. Tyagi said that a cultural programme as part would also be organised as part of the conference. He proposed that it could be towards the end to which Dr. Manita Tripathi said that as per the norm, the cultural programme is generally held on the first day.
- (10) Prof. Tyagi opened the floor for questions and suggestions from TIEs and students. When the significance of education in ancient and contemporary times was discussed, a question related to religion and spirituality was raised by Dr. Monica (from B. Ed. Ed). It was clarified by Dr. Tripathi that both are different. Dr. Rekha Narnet also responded by saying that philosophy of education would be focused upon during the conference.
- (11) Dr. Narnet encouraged the students to participate in conference and present their papers. She highlighted the fact that each Department of the college was involved in the conference by sending respective representative to the committee (NEP committee).

(2)
Dr. Narmet brought to the notice of the house that each Department of the college was required to send minimum one group for the conference paper presentation. This group comprised of one teacher mentor and two students.

(13) Dr. Rakesh Kumar emphasized that the conference should be seen as a platform where the students can present their papers. At the same time, it should also be understood as a learning process for the students. He said that the paper presentation during the conference would be extremely beneficial for the students in future.

(14) Prof. Aggarwal said that the conference should be seen as an opportunity by the students to learn more about the importance of SEC and YAC papers. Prof. Aggarwal was backed by Prof. Tyagi.

(15) The meeting concluded with Prof. Tyagi thanking everyone for their presence and participation.

NEP Committee Members Present

- Prof. Srinivas Tyagi
- Dr. Kalka Narmet
- Dr. Geta Kichlu
- Dr. Beena Negi
- Dr. Jasmine Patton Walling
- Dr. Vera
- Dr. Manita Tripathi
- Dr. Alka
- Dr. Indra Mani
- Dr. Gunjan
- Dr. Shweta Chaudhary

- Dr. Neha Singh
- Dr. Bharti Sharma
- Dr. Manpreet
- Dr. Rakesh Kumar
- Dr. Jayshree Tandeher
- Dr. Munish

NEP Committee Meeting

(1)

(Staff room - 04/10/2023, Wednesday,
2pm)

(1) Regarding the rapporteur for the conference, following faculty members were assigned the responsibility

→ Morning session for both days - Dr. Sweta Chaudhary
- Dr. Jayshree Tanekar

→ Afternoon session for both days - Dr. Jyoti Mavi
- Dr. Gunjit.

The faculty members would be assisted by the students. They would also be responsible for photographs.

(2) Responsibilities of the faculty members for the two days
(would be assisted by students)

→ Registration -

→ Lamp lighting -

→ Inaugural session (10 am) -

→ Vote of Thanks - Dr. Rekha Narnet
for Inaugural session

→ 1st session -

→ Vote of thanks for 1st session - Dr. Geeta

- (3) Regarding the closure of the link for registration and abstract submission, till date 13 forms had been received.
- (4) For the funding of the conference, the SBI Manager of Gargi College would be approached. Dr. Gunjit said that she had a word with the bank officials (the minimum fund requested was Rs. 50,000). The private bank (HDFC) was also approached.
- (5) Prof. Sreenivas Tyagi said that the funding was a major concern. He requested for an update regarding the talks with the funding agencies from the faculty members.
- (6) Dr. Rekha Narnet said that the speakers for the inaugural session would have no limit for the talk but the speakers for the technical sessions would be given a time limit of 20 minutes (+ 4-5 minutes grace). Dr. Sharti would email that same to speakers.
- (7) Prof. Tyagi volunteered to visit the IESSR to look into the funding matter.
- (8) Prof. Vandana Luthra suggested the constitution of a technical committee to manage the conduct of the technical sessions (look into the organising and management of sessions).
- (9) Prof. Tyagi advised the extension of the registration link till 15 October 2023. There was also a discussion regarding the registration fee from Gargi College faculty members (Rs. 500) and students (Rs. 200) (in case there was paucity of funding for the conference).
- (10) Prof. Tyagi said that the focus was on posters for the conference. The mementoes / gifts for the guests would include a plant and a shawl. (The shawls would be required for the inaugural session - in total 10). It was decided that the participants would be given a jute bag with logo of Gargi College and NEP 2020 conference. (It would also include pen, note pad, brochure, abstract booklet, programme schedule).
- (11) It was decided that Dr. Rekha Narnet, Dr. Jasmine, Dr. Manita and Dr. Alka would look into the abstract review.

and print out.

(12) Brochure and poster was looked into by Dr. Geeta, Dr. Beena and Dr. Manpreet.

(14) A purchasing committee was also constituted. It comprised of Dr. Alka and Prof. Vandana.

Faculty Members Present

Dr. Rekha Hawngest Reena
Prof. Vandana Luthra UASole
Prof. Sreenivas Tyagi SK: cae
Dr. Geeta Kichlu
Dr. Beena Negi Surp Agni
Dr. Vera
Dr. Manita Tripathi
Dr. Alka Michael
Dr. Sunita Chaudhary Shruti
Dr. Gunjit Gunhar
Dr. Ishu Priya Shruti
Dr. Indramani mes
Dr. Jyoti Mavi
Dr. Bharti Sharma Bharti Sharma
Dr. Jayshree Kondekar Jyoti Mavi

NEP Committee Meeting

(1)

(Staff room - 19/10/2023, Thursday)

2 pm

- (1) The convener of the NEP committee, Prof. Srinivas Tyagi updated Prof. Renu Aggarwal about the funding of the NEP conference. Prof. Aggarwal sought information about the dignitaries present (b/w for the conference).
- (2) Dr. Rekha Kurnet clarified that there would be one person compering and summarizing the session (there would be one compering and two organizers).
- (3) The chair of each session had to be finalized by the NEP committee. The suggestion given by Prof. Aggarwal was that the speaker of one session could be the chair of the succeeding session (accordingly the concerned speaker had to be informed about the date, time and venue).
- (4) The role of the chair would be to introduce the speakers and summarize the lecture/talk along with the intervention. This was suggested by Prof. Aggarwal.
- (5) The role of the comper would be to introduce the speakers (one page write up on the speakers had to be prepared as well). A total of 30 shawls and pots were needed for felicitating the speakers (medium-sized pots and tussar silk shawls which were unisex; price of the pot approx. Rs. 200).
- (6) Regarding the decoration of the stage - two standees - one each for banner in English and Hindi - were required (banners were required for podium and front of the stage). The decoration would be by the potted plants and by flowers (the margins of the stage to be decorated by the flowers - would be available at Ghazipur Mandi).
- (7) The Saraswati Vandana for the inaugural session would be rendered by the students of Sanskrit department. The dress code would be white suit (the students of Sambanjani were not available as they had competition).
- (8) The compering of the inaugural session would be Dr. Jasmine in English and Prof. Tyagi or Dr. Mamta Tripathi in Hindi.

Prof. Aggarwal suggested Dr. Tripti's name as comper.

(9) Food

- There would be high tea.
- The participants, teachers and non-teaching staff would have to be accounted for (expected turn out was estimated to be 500).
- The layout / buffet would be for guests and teachers. The students and non-teaching staff could be given refreshment boxes (as suggested by Prof. Aggarwal). There were suggestions for distributing refreshment coupons to students / centers for the students.
- Budget estimated = Rs. 50,000 (Rs. 100 per head x 500 persons) (only for high tea for inaugural session).
- Lunch was meant for the participants of the conference.
- The refreshment coupons for Morning session, lunch and evening session could be given along with the stationary (folder + pen) meant for registration (this was for the people who had registered themselves for the conference) (the issue was that registration prior to conference had been made mandatory, hence distribution of coupons would be difficult).
- Lunch - 200 persons
- Evening tea - 200 persons (tea, coffee, biscuits)

(10) Each guest should be assisted by two student volunteers (for carrying gifts). The session organisers would be responsible for identifying volunteers from their respective departments.

(11) Folder, notepad, pens, brochure would be given as part of the registration kit. ↓ It will also include refreshment coupons and schedule.

(12) The proceeding of the conference would include compilation of all abstracts (50 copies) (to be formatted by Dr. Bharti Sharma).

(13) There was no ^{poster} oral presentation. There were only oral presentations. Prof. Aggarwal suggested that the Pathfinder research reports, books could be displayed on the standees. (every department could be asked to prepare one respective standee). Dr. Navneet said that it might be difficult to take care of the standee.

(2)
of. Aggarwal also suggested that a ppt could be run on the central digital display board. Dr. Jasmine also said that the poster presentations of students could be organized as part of the competition. These posters could be used for the display board.

(15) The moderators for the sessions could be selected from among the faculty members of the college (moderators would be outside the NEP committee).

(16) The certificates for the conference would be in soft copy.

(17) Regarding the accommodation of three participants, it was decided to convince them to commute from their place of residence for the conference on two days.

(18) The next NEP meeting had been scheduled for Friday, 20 October 2023 at 11.00 am.

(19) There were some changes in the technical sessions of the conference.

→ Language, literature and lecture shifted to Day 1,
Technical Session 2 (Auditorium)

→ Research pedagogy and progression shifted to Day 2,
Technical Session 4.

Members Present

- Dr. Rekha ^{SENIOR} Harned ~~Present~~
Prof. Vinodras Tyagi
Prof. Vandana Luthra ~~Present~~
Prof. Renu Aggarwal ~~Present~~
Dr. Beena Negi ~~Present~~
Dr. Alka Michael
Dr. Geeta Kichlu ~~OK~~
Dr. Shweta Chaudhary ~~Present~~
Dr. Jasmine Patton ~~Walling~~ ~~Present~~
Dr. Shailly
Dr. Jyoti ~~Present~~
Dr. Gurjit Kaur ~~Walia~~ ~~Present~~
Dr. Neha Singh ~~Present~~
Dr. Vera ~~VERA~~
Dr. Shashi Sharma ~~Shashi Sharma~~
Dr. Manpreet Kaur ~~Rawal~~ ~~M-pret~~
Dr. Jayshree Tandechar ~~Jyotsna~~ ~~Tandechar~~
Dr. Shailly ~~Shailly~~

(1)

NEP Committee Meeting
(Council Room, 27/10/2023, 12 pm)
Friday

- (1) Principal madam was briefed about the refreshment by Dr. Jyoti Mavi. The refreshment would be in the arch (5 tables would be laid). Regarding water dispensers would be used. There would be dispensers for tea and coffee.
- (2) The registration for the conference had been taken care off.
- (3) The abstracts would be compiled as a booklet named 'Proceedings' as this is the requirement of the funding agencies. About 30 abstracts from outside college.
- (4) Funding
 - Rs. 40,000 - Dristhi IAS
 - Rs. 30,000 - by a publishing house
 - Rs. 10,000 - (as brought by Gunjan)for NIEPA funding, the minutes had not signed by the Vice Chancellor (the bulk of funding would ^{be} coming from NIEPA around 6,3,00,000).
- (5) The bills with GST no. were required. The issue was that the college gardener didnot have the GST bill (pots had to be bought for felicitation).
- (6) The abstracts from the speakers had not been received. The title of lecture could be sought from the speakers (as a practice, the abstract is not given by the speaker).
- (7) Dr. Reeha Narnet asked permission from Principal madam for including photograph and brief write up on chair in the technical specific ppt. It was agreed to as well.
- (8) Dr. Geeta Kichlu also sought clarification regarding the roles of chairs and comperers. The chair would describe the technical specific proceedings and summarise. The comperers would introduce the session, chair and speakers. The felicitation would be by the organisers of the session.
(1st - introduction → 2nd - felicitation → 3rd - chair give opening

remarks, introduce the topic, manage time, summarize, initiate discussion and open floor) → 9th - vote of thanks)

The compere would introduce each speaker.

(9) Valedictory Session (Vote of Thanks)
Compere - Need to be decided

(10) It was decided that the next meeting would be held on Tuesday, 31st Oct 2023, 12pm - 4pm.

(11) The request for generation of the YouTube link with regard to the conference was also required. The college office had to be informed about it.

(12) The role of moderators was summarized by Dr. Nareed. They would be assisted by students. The requirement was mins. The full papers to be submitted to the moderators. They need to keep the time (10+2 minutes). The full papers had to be submitted in hard copy (2 copies were required).

↓
No certificate would be given without the submission of full papers.

Members Present

Prof. Shreenivas Tyagi

Dr. Rekha Nareed

Dr. Jasmine Patton Walling

Dr. Geta Kichlu

Dr. Beena Negi

Dr. Gurjit

Dr. Vera

Dr. Shaily

Dr. Shweta Chaudhary

Dr. Indra Mani

Dr. Manpreet

Dr. Bharti Sharma

Dr. Jayshree Tandekar



गार्गी महाविद्यालय GARGI COLLEGE

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IQAC Committee Members for the year 2023-24

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Prof. Alka Garg

Dr. Joya Bhattacharya

Ms. Arshmeet Kaur

Prof. Anjni Anand

Dr. Geeta Prakash

Dr. Neha Sharma

Neera Pant
Alka Garg
Joya Bhattacharya
Arshmeet Kaur
Anjni Anand
Geeta Prakash
Neha Sharma

Convener

Renu Aggarwal
Prof. Renu Aggarwal

Principal

Sangeeta Bhatia
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