

Fateh Chand College for Women, Hisar

Internal Quality Assurance CELL

(Minutes of the Meeting)

Date: (09-07-2024)

Time: 11:00AM

Attendees:

1. Ms. Maneesha Bansal(Co-ordinator)
2. Dr. Pallavi Arya (Co- Coordinator)
3. Dr. Sangeeta Sharma
4. Dr. Pushpa Garg
5. Dr. Seema Gupta
6. Dr. Kailash
7. Ms. Alpana Gupta
8. Dr. Piyusha Sharma

Agenda:

1. Presenting the Action Plan for the Year 2024–25
2. Academic Planning & UG NEP Implementation
3. Discussion on Various Course Pools under NEP
4. Admission Procedures& Strategies for the Academic Year 2024-25
5. Timetable Preparation and Workload Planning

Commencement of the Meeting:

The meeting was called to order on July9,2024 at 11:00AM by Co-ordinator Mrs. Maneesha Bansal

Minutes of Meeting:

1. Confirmation of the Minutes of the Meeting of the IQAC held in the Session 2023–24:

The Co-ordinator announced the minutes of the previous meeting, and the house confirmed the same. The Co-ordinator Mrs. Maneesha Bansal, F.C. College for Women, Hisar welcomed the members in the new session.

2. Presenting the Action Plan for the Year 2024–25

The Co-ordinator presented the Action Plan for the Academic Session 2024–25 before the members to discuss and give their inputs. The plan was as follows:

Action Plan 2024–25

1. Implementation of NEP in Undergraduate Programs

The committee will deliberate on the phased implementation of the National Education Policy (NEP) in UG programs. The discussion will highlight curriculum restructuring, inclusion of flexibility through credit-based systems and promotion of holistic & skill-oriented education that aligns with national goals and institutional vision.

2. Discussion on Various Course Pools under NEP

The committee will discuss and finalize the inclusion of diverse course pools such as (DSC, MIC, MDC, SEC, AEC&VAC) with NEP Co-ordinators and academic council of college. This aims to provide students with comprehensive learning opportunities beyond their major field of study, fostering multidisciplinary knowledge and holistic development.

3. Admission Procedures & Strategies

The admission process will be streamlined to enhance transparency, accessibility, and efficiency. ICT-enabled platforms will be explored to handle queries, counselling and merit lists. Discussions will also include outreach strategies to attract a diverse student body with emphasis on rural, marginalized and first-generation learners ensuring inclusivity in admissions. The institution will adopt student-centric admission strategies such as awareness campaigns, career counselling, and scholarship schemes. The aim is to attract talented students across disciplines while ensuring equity and diversity.

4. Timetable Preparation and Workload Planning

The academic timetable will be designed to ensure effective utilization of faculty expertise and resources. Special attention will be paid to balancing workloads across departments, integrating new NEP courses and avoiding scheduling conflicts. The goal is to create a fair and efficient timetable that supports both teaching and co-curricular activities as per ordinances.

5. Formation of Various Cells and Committees

The formation of several important cells and committees was proposed to ensure smooth academic and administrative operations.

Next Meeting:

The Co-ordinator, Mrs. Maneesha Bansal, informed the house that the next meeting of IQAC shall be held on September 28, 2024 to review the progress made and to discuss the plan forward.

Adjournment:

The meeting was adjourned by the Co-ordinator at 12:00noon.

Principal

Principal

F.C. College for Women

HISAR

Fateh Chand College for Women, Hisar

Fateh Chand College for Women, Hisar

Internal Quality Assurance CELL

(Minutes of the Meeting)

Date: (28-09-2024)

Time: 11:00AM

Attendees:

1. Ms. Maneesha Bansal (Co-ordinator)
2. Dr. Pallavi Arya (Co- Coordinator)
3. Dr. Sangeeta Sharma
4. Dr. Pushpa Garg
5. Dr. Seema Gupta
6. Dr. Kailash
7. Ms. Alpana Gupta
8. Dr. Piyusha Sharma

Agenda:

1. Faculty Recruitment
2. Faculty Promotion
3. Faculty Development Programs
4. Orientation Programs
5. Infrastructure and ICT Upgradation

Commencement of the Meeting:

The meeting was called to order on September 28, 2024 at 11:00AM by Co-ordinator Mrs. Maneesha Bansal.

Minutes of Meeting:

1. Confirmation of the Minutes of the 1st Meeting of the IQAC held in the Session 2024-25:

The Co-ordinator announced the minutes of the previous meeting, and the house confirmed the same. The Co-ordinator began by presented the agenda items for discussion.

2. Faculty Recruitment

The committee assessed staff requirements considering NEP's academic expansions. It was resolved that new recruitments will be planned in alignment with workload distribution and emerging subject needs. The emphasis will be on hiring qualified faculty

who can contribute not only to teaching but also to research and institutional development.

3. Faculty Promotion

It was resolved that pending promotion files of regular staff will be reviewed and forwarded in accordance with UGC and state guidelines. The IQAC will ensure that all documentation is complete, transparent and timely. Thereby supporting faculty career growth and motivating academic excellence within the institution.

4. Faculty Development Programs (FDPs)

It was decided that a calendar of diversified FDPs will be created to build academic capacity. Programs will include workshops, seminars on ICT tools, training on outcome-based education and orientation for new faculty. Such initiatives will enhance teaching skills, research competencies and student mentorship capacity of faculty members.

5. Orientation Programs

The institution will conduct structured orientation programs for newly recruited faculty and fresh students. These programs will focus on institutional policies, code of conduct, NEP framework and academic expectations. The objective is to create a smooth induction process that aligns newcomers with institutional culture and values.

6. Infrastructure and ICT Upgradation

Discussion centred on strengthening academic resources through smart classrooms, ICT-enabled labs, and modern teaching tools. Proposals for purchasing projectors, interactive boards, and software were to be considered. This upgradation will bridge the digital divide, enhance teaching-learning outcomes and prepare students for technology-driven careers.

Next Meeting:

The Co-ordinator, Mrs. Maneesha Bansal, informed the house that the next meeting of IQAC shall be held on February 15, 2025, to review the progress made and to discuss the plan forward.

Adjournment:

The meeting was adjourned by the Co-ordinator at 12:00 noon.


Principal
F.C. College for Women
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Internal Quality Assurance CELL

(Minutes of the Meeting)

Date: (15-02-2025)

Time: 11:00AM

Attendees:

1. Ms. Maneesha Bansal (Co-ordinator)
2. Dr. Pallavi Arya (Co- Coordinator)
3. Dr. Sangeeta Sharma
4. Dr. Pushpa Garg
5. Dr. Seema Gupta
6. Dr. Kailash
7. Ms. Alpana Gupta
8. Dr. Piyusha Sharma

Agenda:

1. Organisation of Various Competitions
2. Workshops and Seminars for Students
3. Infrastructure and Building Maintenance
4. Reconstitution of Committees and Management

The meeting was called to order on February 15, 2024 at 11:00AM by Co-ordinator Mrs. Maneesha Bansal.

Minutes of Meeting:

1. Confirmation of the Minutes of the 2nd Meeting of the IQAC held in the Session 2024-25: -

The Co-ordinator announced the minutes of the previous meeting, and the house confirmed the same. The Co-ordinator began by presented the agenda items for discussion.

2. Organisation of Competitions

The institution will organize inter-college chess championship, inter-college yoga championship and zonal level science quiz to foster student participation in sports and academic activities. These competitions aim to enhance critical thinking, leadership,

teamwork, and physical well-being while also raising the institution's visibility at regional and national levels.

3. Workshops and Seminars for Students

Career-oriented workshops, soft-skill training sessions, and industry-academia interactions will be planned to prepare students for employment and entrepreneurship. These events will bridge the gap between classroom learning and real-world demands, empowering students with the confidence, communication skills, and practical exposure necessary for holistic development.

4. Infrastructure and Building Maintenance

It was decided that regular maintenance of classrooms, laboratories, hostels, and administrative buildings will be reviewed. Proposals for renovation, safety upgrades, and eco-friendly measures will be prioritized. Well-maintained infrastructure ensures a safe and conducive environment for learning while also reflecting institutional commitment to quality education and student welfare.

5. Reconstitution of Committees and Management

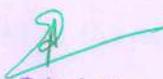
To strengthen governance, the IQAC will review the structure of statutory and non-statutory committees. Reconstitution will be carried out in line with regulatory requirements and institutional needs. This ensures participatory management, accountability and efficiency in implementing academic and administrative reforms.

Next Meeting:

The Co-ordinator, Mrs. Maneesha Bansal, informed the house that the next meeting of IQAC shall be held on May 26, 2025, to review the progress made and to discuss the plan forward.

Adjournment:

The meeting was adjourned by the Co-ordinator at 12:00 noon.


Principal ~~Principal~~
F.C. College for Women
Fateh Chand College for Women Hisar

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Internal Quality Assurance CELL

(Minutes of the Meeting)

Date: (26-05-2025)

Time: 11:00AM

Attendees:

1. Ms. Maneesha Bansal (Co-ordinator)
2. Dr. Pallavi Arya (Co- Coordinator)
3. Dr. Sangeeta Sharma
4. Dr. Pushpa Garg
5. Dr. Seema Gupta
6. Dr. Kailash
7. Ms. Alpana Gupta
8. Dr. Piyusha Sharma

Agenda:

1. Organisation of Various Competitions
2. Workshops and Seminars for Students
3. Infrastructure and Building Maintenance
4. Reconstitution of Committees and Management

The meeting was called to order on May 5, 2025 at 11:00AM by Co-ordinator Mrs. Maneesha Bansal

Minutes of Meeting:

1. Confirmation of the Minutes of the 3rd Meeting of the IQAC held in the Session 2024-25:

The Co-ordinator announced the minutes of the previous meeting, and the house confirmed the same. The Co-ordinator began by presenting the agenda items for discussion.

2. Implementation of NEP in Postgraduate Programs

A roadmap will be finalized for introducing NEP at the postgraduate level in the next academic session. Discussions will focus on interdisciplinary courses, research-based learning and flexibility in credit transfers. The initiative will ensure academic alignment between UG and PG programs under the NEP framework.

3. Review of UG NEP Outcomes

The NEP committee will assess the effectiveness of the National Education Policy (NEP) implementation in undergraduate (UG) courses, focusing on student feedback, curriculum flexibility, and overall learning outcomes. This review ensures the curriculum aligns with NEP goals and effectively prepares students.

4. Strategic Framework for Establishing and Managing the Internship Program

The institution will form a dedicated Internship Cell, collaborating with industry to align activities with NEP guidelines and provide structured experiential learning. A dialogue with the coordinator and faculty will identify diverse internship pools. Faculty supervisors will monitor students, with MoU's established with organizations for summer placements after the second semester.

5. Alumni Engagement for Career Mentoring and Networking

It was resolved that to strengthen alumni participation will be enhanced through structured mentoring sessions, career guidance workshops, and networking events. Alumni expertise will support students in exploring career paths, enhancing employability skills, and building professional connections aligned with institutional goals.

6. Introducing New Academic and Skill-Based Courses Aligned with Industry

The committee proposes launching industry-aligned academic and skill-based courses to enhance students' job readiness. Collaboration with industry experts will ensure updated curricula, practical training, and certification opportunities, foster improved employability and meet evolving workforce demands.

7. Inclusive Cultural Fest

An inclusive cultural fest is planned to celebrate diversity and promote student participation across all backgrounds. The event will feature collaborative performances, interactive activities, and representation from various cultural groups, fostering unity, creativity, and a welcoming campus environment.

Next Meeting:

The Co-ordinator, Mrs. Maneesha Bansal, informed the house that the next meeting of IQAC shall be held on July 08, 2025, to review the progress made and to discuss the plan forward.

Adjournment:

The meeting was adjourned by the Co-ordinator at 12:00 noon.


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