



# Sri Guru Tegh Bahadur Khalsa College

University of Delhi, Delhi-110007

## Internal Quality Assurance Cell (IQAC)

Ref. No. IQAC/02/2025

Dated 09.06.2025

**Prof. Gurmohinder Singh**

Principal- Chairperson

**Prof. Surinder Kaur**

Director

**Prof. Satish Verma**

Coordinator

**Mr. P. D. Sharma**

Co-coordinator

**Mrs. Rupinder Kaur**

College Governing Body

**Prof. Gajendra Singh**

Deptt. of African Studies, DU

**Prof. Ruchi Das**

Deptt. of Mathematics, DU

**Prof. (Ms.) Smita Mishra**

Deptt. of Hindi

**Prof. Manoj Kumar Nimesh**

Deptt. of Zoology

**Prof. Dharmendra Kumar**

Deptt. of Mathematics

**Prof. Amapreet Singh**

Deptt. of Political Science

**Prof. Savinder Kaur**

Deptt. of Physics

**Prof. Sukhvir Singh**

Deptt. of Commerce

**Prof. Bibhu Prasad Sahoo**

Deptt. of Commerce

**Dr. Gurpreet Kaur**

Deptt. of Botany

**Dr. Puneet Singh Lamba**

Deptt. of Computer Science

**Dr. Ruchi Kaur**

Member Alumnus

**Mr. Manjeet Singh**

Nominee

**Dr. Darshan Kaur Cheema**

Retired Faculty Member

**Sixth IQAC committee meeting was conducted in hybrid mode on Monday, June 09, 2025, at 2:00 PM, in the Principal room.**

The following items were discussed in the meeting:

### 1. Confirmation of Previous Meeting Minutes and Action Taken Report

The minutes of the IQAC meeting held on May 22, 2025, were read by Prof. Satish Verma and duly confirmed by all members present. Prof. Verma also apprised the members regarding the pending promotions of three faculty members, informing that letters have been dispatched via speed post to the respective universities. Responses are awaited, and further action will be contingent upon the replies received. Out of 59 applications received for various academic levels promotions, 55 completed successfully, and one teacher from commerce dept case not considered due to her CCL, and three cases are pending for clarification regarding their counting past services. Clarification was also provided regarding the acceptance date of publications for promotion purposes—publications accepted (till 30th June 2025) by journals and to be published up to 30th September 2025 shall be considered.

### 2. Discussion on Binary Accreditation System

**Prof. Savinder Kaur** provided a detailed overview of the **binary accreditation system**, emphasizing the importance of uploading metric and sub-metric data corresponding to all **11 attributes (A1–A11)** on the designated platform. She proposed that folders be created for each sub-metric, and a dedicated link be generated to facilitate data upload. All departments will be required to upload the data year-wise, and the faculty member responsible for a given metric will be tasked with cross-verifying the data submitted.

### 3. Collection of Feedback from Students and Alumni

The committee emphasized the need to establish a system for collecting feedback from outgoing students and alumni. It was proposed that:

- Alumni feedback forms be circulated through the **alumni login portal**.
- A centralized link for collecting and storing this feedback should be developed.



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#### 4. Technical Presentation and Suggestions by Mr. Vibhor Gupta (Special Invitee from Website designer Mobiquel)

Mr. Vibhor, the developer working on the college website and SmartProf platform, presented his suggestions and gave clarifications on few queries:

- A dedicated **IQAC login page** will be developed on the college website, allowing data to be downloaded in Excel format at any level (attribute/metric/sub-metric).
- Each department will be provided with upload provisions for metric-specific data.
- For feedback collection, two formats (student and alumni) were presented. Following discussion, certain modifications were suggested by the committee, which Mr. Vibhor agreed to incorporate before sharing the revised versions for final approval.
- The student feedback form will be accessible via student login, while the alumni form will be available via an open-access link, not requiring login credentials.

#### 5. Sharing of Data and Forms for Digitization

Prof. Savinder Kaur agreed to share the **presentation (in .ppt format)** outlining the 11 attributes with Mr. Vibhor to facilitate the creation of corresponding data submission links. She will also provide previously used printed feedback forms, which Mr. Vibhor will digitize for use by current students.

#### 6. Uploading of Existing Data

It was decided that the available data for the year 2022 shall be uploaded on the newly developed portal as a starting point. Additional data will be incorporated progressively.

#### 7. Feedback Collection Strategy for Outgoing Students

The Principal suggested that outgoing students be required to fill the digital feedback form at the time of collecting their provisional certificates. This measure will ensure systematic collection and storage of feedback data on the IQAC platform.

#### 8. Approval of IQAC Letterhead and Logo

The proposed IQAC letterhead and logo, presented by Dr. Puneet Singh Lamba, were reviewed and formally approved by the committee.

9. Principal sir suggested that Seniority issues of teachers from different departments will be resolved by the iqac as per latest notification from DU.



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10. Prof. Ruchi Das, joined online and was updated with the proceedings so far, speed post of three letters done and reply awaited, presentations by Prof. Savinder for NAAC related data, Mr. Vibhor for website related and Dr. Puneet for letterhead of IQAC. Prof. Ruchi Das was satisfied and approved of all discussions held so far.

### 11. Collaboration with the Indian Cancer Society

Ms. Rupinder Kaur (Member, College Governing Body) shared information regarding the ongoing collaboration with the Indian Cancer Society, which is actively engaged with the college in providing services such as pap smear tests, mammography, and blood testing, along with awareness programs. She emphasized the importance of disseminating this information to both students and faculty. Prof. Satish Verma suggested that a dedicated tab/page for the Indian Cancer Society be added to the college website to promote awareness and visibility of these services. It was noted that Prof. Vimal Rarh currently holds the access link for the same.

12. The meeting ended with a vote of thanks to the chair.



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Retired Faculty Member

A meeting of IQAC was held on 9th June 2025 in Principal's office. Following members of the committee were present (Offline & online mode both).

1. Prof. Surinder Kaur
2. Prof. Satish Verma
3. Dr. Dharmendra Kumar, Mathematics
4. Rupinder Kaur
5. Dr. Gurpreet Kaur
6. Dr. SAVINDER Kaur
7. Dr. Ruchi Kaur (online mode)
8. Dr. Puneet Singh (online mode)
9. Prof. Ruchi Das (Deptt. of Maths, University of Delhi - online mode)
10. Special Invited: Mr. Vibhakar (Website committee)

Principal