

INTERNAL QUALITY ASSURANCE CELL

Internal Members' Meeting on November 14, 2025

Minutes of the Meeting

A meeting with the internal members of IQAC was held on 14.11.2025 at 12:00 noon in the Principal's room. The following members were present:

1. Prof. Ashima Ghosh (Chairperson, IQAC)
2. Prof. Archana Paul (Bursar)
3. Prof. Kajal Deb (Teacher Member)
4. Dr. Ashish Mishra (Teacher Member)
5. Dr. Fatima Noori (Teacher Member)
6. Dr. Darshan Kumar Jha (Teacher Member)
7. Dr. Anuj Kumar Verma (Teacher Member)
8. Dr. Aishwarya Singh (Teacher Member)
9. Dr. Prama Dwivedi (Teacher Member)
10. Dr. Madhuri Rathore (Teacher Member)
11. Dr. Anurag Pandey (Teacher Member)
12. Dr. Arpita Ghosh (Commerce-Teacher Member)
13. Dr. Kasturi Bharadwaj (Coordinator)

The meeting began with a formal welcome by the Principal to Dr. Kasturi Bharadwaj as the new Coordinator of the IQAC and an expression of gratitude to Dr. Ashish Mishra for his services as the former Coordinator.

The following discussions were held according to the predetermined agenda.

Agenda I: To distribute the workload among members for submission of the AQAR 2024-25.

- As the new NAAC criterion has not been announced yet, the committee has decided to stick to the existing format to prepare the AQAR. It was decided that the college will keep the AQAR for session 2024-25 ready in the existing format while waiting for the NAAC to open up their AQAR submission window. The last

date for completion of AQAR was decided to be 15 December 2025. To fill up the AQAR of session 2024-25, the work was divided amongst the various members in the following manner:

S. No.	Section of AQAR	Member Concerned
1.	CURRICULAR ASPECTS	Prof. Kajal Deb & Dr. Anjali Shivhare
2.	TEACHING-LEARNING AND EVALUATION	Dr. Kasturi Bharadwaj & Dr. Aishwarya Singh
3.	RESEARCH, INNOVATIONS AND EXTENSION	Dr. Darshan Kumar Jha & Dr. Anuj Kumar Verma
4.	INFRASTRUCTURE AND LEARNING RESOURCES	Dr. Ashish Mishra & Prof. Archana Paul
5.	STUDENT SUPPORT AND PROGRESSION	Dr. Madhuri Rathore & Dr. Fatima Noori
6.	GOVERNANCE, LEADERSHIP AND MANAGEMENT	Dr. Anurag Pandey
7.	INSTITUTIONAL VALUES AND BEST PRACTICES	Dr. Fatima Noori & Dr. Prama Dwivedi

Agenda 2 : To discuss the composition of IQAC 2025-26.

- It was proposed that Dr. Anjali Sharma, Assistant Professor, Department of Philosophy, AU will to be included as the new Alumni member of the IQAC and there will be no changes with external members.

Agenda 3: To discuss the submission of NIRF-2025

- It was decided to pre-register for the submission of NIRF on the same day i.e. 14 November 2025 and to submit the report before the due date on 31st January 2026. Dr. Arpita Ghosh (Incharge, Commerce) and Dr. Ayushi Agarwal (Guest faculty, Commerce) will be co-opted as technical support with Dr. Kasturi Bharadwaj .

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Agenda 4: To discuss the submission of AISHE-2024-25

- It was decided to co-opt Mr. Sumit Sharma (Guest faculty, Commerce), Ms. Nisha Srivastava and Mr. Ashwini Kesarwani for technical support with Dr. Kasturi Bharadwaj to submit AISHE 2024-25.

Agenda 5: To discuss the New NAAC criteria.

- Various Committees were formed in according to new NAAC matrices.
- An Internal Academic Audit Committee was formed. The members are Dr. Ashish Mishra, Dr. Prama Dwivedi, Dr. Darshan Jha, Dr. Arpita Ghosh (Commerce)
- A Green Audit Committee was also formed. The members are Prof Archana Paul, Prof. Kajal Deb, Dr. Aishwarya Singh, Dr. Anjali Shivhare.
- A Clubs-related committee with Dr. Darshan Jha and Dr. Fatima Noori was formed to decide the formation of different student-centric clubs in the college.
- It was decided to shortlist and inform students about various MOOC courses from SWAYAM portal to help them earn credits from the upcoming semester.
- Alumni feedback, Student & faculty feedback form for 2024-25 is to be prepared.

Agenda 6: To discuss modification of the DPR & APR format in accordance with new NAAC metrics.

- It was decided that modification in the DPR and APR format was to be made after the completion of the AQAR 2024-25 by 15 December) keeping the eventual switch to Samarth portal.

Agenda 7: Discuss Workshop for Teaching & Non-Teaching Staff.

- A workshop for non-teaching staff on the installation and use of the Samarth portal was to be organised in collaboration with the University.
- For teaching staff, it was decided that workshops on matters concerning Intellectual Property Rights, Indian Knowledge System and use of Information Technology, ^{and} or use of Samarth Portal was to be organised.

Agenda 8: Any other matter raised along with the kind permission of the Principal/ Chairperson of IQAC.

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- The committee discussed several other issues for quality enhancement of the academic year.
- Departments and Committees were to be instructed to keep the Indian Knowledge System and Environmental concerns in focus while designing their lectures and programs.
- Departments and Committees were to be instructed to take feedback of every programme and credit courses.

The meeting ended with vote of thanks to all the members.



(Prof. Ashima Ghosh)

Principal
Principal

agat Taran Girls' Degree College
Prayagraj



(Dr. Kasturi Bharadwaj)

Coordinator, IQAC
Coordinator

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