



Phone No. 01664-242414 & 240422

Adarsh Mahila Mahavidyalaya, BHIWANI-127021

Affiliated to Chaudhary Bansi Lal University, Bhiwani (NAAC Accredited B+)

Best College declared by Govt. of Haryana. A Prestigious multi faculty Institution for quality education for women

Email : principallamb@gmail.com

Website : www.amb.ac.in

Ref. No. **AMMB/2423-2427**

o/c

Dated 20/10/22

1. Sh. Ashok Buwaniwala, General Secretary, Adarsh Mahila Mahavidyalaya, Bhiwani
2. Mr. Dharmesh Shah, Industrialist, Dharmesh Textile, Bhiwani
3. Mrs. Neeta Chawla, Retired Associate Professor, AMM, Bhiwani
4. Mr. Ved Parkash, Associate Professor, Govt. College for Education, Bhiwani
5. Mrs. Anita Sharma, Assistant Professor, Rajiv Gandhi Govt. College for Women, Bhiwani

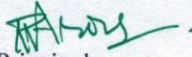
Subject: Meeting of Internal Quality Assurance Cell

Sir/Madam,

Hope all is well at your end. You are requested to attend the meeting of IQAC on 31.10-2022 at 12.00 o'clock in Management Block to give us your valuable ideas for quality enhancement of our College. Your guidance is highly appreciable.

Thanking you,

Yours sincerely,


Principal
Adarsh Mahila Mahavidyalaya,
Bhiwani *nkapra*

ADARSH MAHILA MAHAVIDYALAYA, BHIWANI
Internal Quality Assurance Cell (IQAC)

Agenda of meeting on 31-10-2022

1. Approval of last meeting minutes.
2. Activities to be conducted keeping in view suggestions in NEP 2020.
3. Infrastructure Development & addition of equipments for betterment of college.
4. Preference to own students while filling of Teaching and Non-teaching vacancies.
5. Criteria for making Non-teaching staff regular to have stable non-teaching staff.
6. Registration of Alumni Association.
7. Any other point with the consent of the committee.

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MINUTES OF THE MEETING ON 31-10-2022

A meeting of IBAC was held on 31st October, 2022 at 12 o'clock in the Management Block under the chairpersonship of Mrs. Rachna Arora, Principal, AMM, Bhiwani. The proceedings of the meeting were as follows -

Co-ordinator, Mrs. Neelam Gupta welcomed all members and briefly explained the work done since last meeting. She told that to increase students' strength in self-finance courses, annual fees of B.Com. has been reduced by Rs. 2,000 and of B.Sc. by Rs. 3,000. New Courses M.Sc. Chemistry and M.Sc. Physics have been started w.e.f. 2022-23. The construction work of new laboratories of Physics and Chemistry has been already started. Purchase of equipments has also been started for the laboratories. New books have also been added in library for new courses. New session has been started with preparation of Time Table, Lesson Plans etc. in time and staff appointments have also been done to start classes regularly as per Academic Calendar.

Thereafter today's agenda was put before the Committee for discussion. Today's agenda was primarily focused

on following guidelines of NEP 2020 in routine academic and co-curricular activities of the college.

- For activities, suggestions were given to have feedback report of every activity so as to check active involvement of participants.

- New courses such as Hons. in UG programmes, integrated programmes of UG / P.G / B.Ed. etc. were suggested for further expansion of college.

- Construction work of laboratories, library etc. has already been started but requirement of more class-rooms was also put before the committee. Management Representative Sh. Ashok Buseniwaleji assured to get more class-rooms prepared very soon.

- Sh. Ashok Buseniwaleji also assured to give preference to own students while filling up vacancies if they are eligible for the said post.

- The proposal for Alumni Registration was appreciated and approved to be done at the earliest.

- The meeting was ended with a vote of thanks by the Chairperson Mrs. Reeha Akore, Principal.

A M M, Bhiwani.

The meeting was attended by -

1. Mrs. Rachna Arora, Chairperson Rachna
2. Sh. Ashok Bhanuwal, Management Representative Ashok
3. Mr. Dharmesh Shah, Industrialist DPS
4. Mrs. Neelam Gupta, Co-ordinator Neelam
I & AC
5. Mrs. Neeva Chawla, Teacher member Neeva
6. Dr. Amita Gaba, -do- Amita
7. Dr. Nisha Sharma, -do- Nisha
8. Mrs. Rinku Aggarwal, -do- Rinku
9. Mr. Ved Parkash, Nominee - Local Society Ved
10. Mrs. Anita Sharma, -do- Alumni Anita
11. Ms. Rachna, -do- Student Rachna
12. Mr. A.S. Jain, Administrative Representative A.S. Jain

Minutes approved

Rachna

Principal

A M M, Bhiwani

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Website : www.adarshcollegebhiwani.com

principalammb@gmail.com

Ref. No. **AMMB/2043-2046A**

Dated **23/01/23**

- 1) Sh. Ashok Buwaniwala, General Secretary, Adarsh Mahila Mahavidyalaya, Bhiwani
- 2) Mr. Dharmesh Shah, Industrialist, Dharmesh Textile, Bhiwani
- 3) Mrs. Neeta Chawla, Retired Associate Professor, AMM, Bhiwani
- 4) Mr. Ved Parkash, Associate Professor, Govt. College for Education, Bhiwani
- 5) Mrs. Anita Sharma, Assistant Professor, Rajiv Gandhi Govt. College for Women, Bhiwani

Subject: Meeting of Internal Quality Assurance Cell

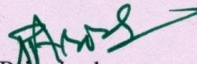
Sir/Madam,

It is our privilege to receive your valuable suggestions & guidance to establish quality in the context of higher education in general and our college in particular.

A meeting in this regard has been scheduled for 30-01-2023 at 12.00 o'clock in Management Block. Kindly make it convenient to attend the same. Your valuable guidance is always welcomed for the development of the college.

Thanking you,

Yours sincerely,


Principal

Adarsh Mahila Mahavidyalaya,
Bhiwani

Neelam Gupta

ADARSH MAHILA MAHAVIDYALAYA, BHIWANI
Internal Quality Assurance Cell (IQAC)

Agenda of meeting on 30-01-2023

1. Approval of last meeting minutes.
2. Proposed activities for next three months. Athletic Meet, Convocation & Annual Prize distribution etc.
3. Emphasising on workshop type programmes keeping in view the objectives of NEP, 2020.
4. Introduction of short term Courses viz. Digital marketing, Tally, Vedic mathematics etc.
5. Pursuing for Academic MOUs with some Universities for improving academic quality of the students.
6. Continuous remedial classes for weak students.
7. Any other point with the consent of the committee.

Neelam Gupta

MINUTES OF THE MEETING ON 30-1-2023

A meeting of IOAC was held on 30th Jan, 2023 at 12 o'clock in the management block. The proceedings of the meeting were as follows -

In the beginning, Mrs. Neelam Gupta, Co-ordinator IOAC welcomed all members. Before proceeding to today's agenda, Mrs. Neelam presented a brief report on the work done since last meeting. She told that lots of activities were organised by different departments / Cells etc, as usual at college level but this time emphasis was given on collection of feedback from all beneficiaries so as to check the effectiveness of every activity. Regarding infrastructure, our management representative Sh. Ashok Baweniwaleji has assured the completion of construction work in progress very soon. The Alumni registration was also proposed in last meeting, for which process of meetings and preparation of documents has been started and this work will also be finished during this session.

Thereafter today's agenda was discussed one by one. Apart from regular inter-class competitions,

MINUTES OF THE MEETING ON 21/10/23

Annual Athletic meet, Inter-College Competitions, Convocation & Annual Prize distribution function etc. were proposed. Further Orientation programmes for fresh students as well as staff regarding functioning in the college, workshops on practical problems of students such as preparing resume, facing interview etc. and educational visits for updating of knowledge were suggested in the meeting. To meet out this purpose, Academic MOUs with Rishihood University, Sonapat and Central University of Haryana, Mehendergadh, are in progress. The house appreciated the efforts of Sh. Ashok ji towards these MOUs. Proposal for continuous remedial classes was appreciated by the members and suggestion was given to conduct such classes regularly in every semester. Further the proposal for introduction of short term courses in Digital Marketing, Vedic Mathematics, and Tally were highly approved to be started w.e.f next session 2023-24.

The meeting was ended with a vote of thanks by the Chairperson Mrs. Rachna Arora, Principal, A.M.M., Bhiwani.

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The meeting was attended by -

1. Mrs. Rachna Arora, chairperson Arora
2. Sh. Ashok Bhanuwal, Management Arora
3. Mr. Dharmesh Shek, Representative Industrialist Arora
4. Mrs. Neelam Gupta, Co-ordinator Neelam Gupta
5. Mrs. Neeru Chawla, ^{IBAC} Teacher Nominee Arora
6. Dr. Amita Gabe, -do- Arora
7. Dr. Nisha Sharma, -do- Arora
8. Mrs. Rinku Aggarwal, -do- Arora
9. Dr. Suman Tangea, -do- Not Present
10. Mrs. Neeta Chawla Nominee-Local Arora
11. Mr. Ved Parkash, -do- Society Arora
12. Mr. A.S. Jain, Administrative Representative Arora

Minutes approved Arora

Principal
A.M.M. Bhanwari

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Website : www.amb.ac.in

Ref. No. **AMMB/** 3929 - 33

Dated 12/04/23

- 1) Sh. Ashok Buwaniwala, General Secretary, Adarsh Mahila Mahavidyalaya, Bhiwani
- 2) Mr. Dharmesh Shah, Industrialist, Dharmesh Textile, Bhiwani
- 3) Mrs. Neeta Chawla, Retired Associate Professor, AMM, Bhiwani
- 4) Mr. Ved Parkash, Associate Professor, Govt. College for Education, Bhiwani
- 5) Mrs. Anita Sharma, Assistant Professor, Rajiv Gandhi Govt. College for Women, Bhiwani

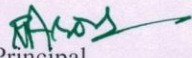
Subject: Meeting of Internal Quality Assurance Cell

Sir/Madam,

Hope all is well at your end. You are requested to attend the meeting of IQAC on 21-04-2023 at 12.30 p.m. in Management Block to give us your valuable ideas for quality enhancement of our College. Your guidance is highly appreciable.

Thanking you,

Yours sincerely,


Principal
Adarsh Mahila Mahavidyalaya,
Bhiwani

1. Neelam Gupta At Gupta

ADARSH MAHILA MAHAVIDYALAYA, BHIWANI
Internal Quality Assurance Cell (IQAC)

Agenda of meeting on 21-04-2023

1. Approval of last meeting minutes.
2. Preparation of Smooth Conduct of even semester examination.
3. Transparency in the process of Internal Assessment Marks.
4. Proposed efforts to increase students' strength.
5. Introduction of new Short term courses.
6. Appointment of teaching staff for timely beginning of session 2023-24.
7. Building construction work to be completed soon.
8. Any other point with the consent of the committee.

M. Gupta

MINUTES OF THE MEETING ON 21-4-2023

A meeting of IOAC was held on 21-4-2023 at 12.30 p.m. in the management block. The proceedings of the meeting were as follows -

Mrs. Neelam Gupta, IOAC co-ordinator welcomed all members. In the beginning, she told about the work done since last meeting. She told that apart from different departmental activities, various major events viz. 75 Lakh Suiya Nemaakee Campaign, International Seminar, Athletic Meet etc. were organised during last three months. A 5 days' workshop on Career Guidance was organised by Placement Cell. One Academic MOU with Richihood University, Sonapat has been done and another MOU with Central University of Haryana, Mahendragarh is also about to be done in a few days. For this, we are very much thankful to Sh. Ashok Bhanuwalgi without whose initiative & efforts this couldn't be done. The documentation process for short term courses in Tally, Digital Marketing and Vedic mathematics has been completed and these courses will be started w.e.f session 2023-24. Teachers are conducting regular remedial classes for weak students.

as and when required. The foundation stone laying ceremony of new science block was also held on 27th march, 2023. Commerce block and library buildings are also about to complete. Our infrastructure will be soon sufficient to cater our increasing needs. For it also the efforts of Sh. Ashok ji are highly appreciable. After it, today's agenda was discussed. First of all suggestions were given for smooth conduct of even semester examinations. Members suggested for proper planning of discipline and other duties, All work to be done in a way to save time of students. Also for giving marks of internal assessment, university norms to be followed strictly and convey to students also. The house took the problem of decreasing strength in some courses very seriously. Proposals were given to increase publicity of courses, results etc. and also to set up active help desks for admission in the college. The complete information must be updated on facebook etc. New short-term courses in Tally, Digital Marketing, Vedic Mathematics, are about to start in the

College w.e.f 2023-24. Suggestions were given to speed up its process and also the complete information must be displayed on social media about these courses. Further, as usual, the staff on contract basis must be appointed timely so as to begin the semester in-time. As told earlier, the building construction work is going on, but strong request was put up before Sh. Ashokji to get it complete soon as it is urgently required for NAAC purposes. He promised to get it done till beginning of new session.

The meeting was ended with a vote of thanks by Mrs. Rachna Aroa, Principal, AMM, Bhiwani.

The meeting was attended by -

1. Mrs. Rachna Aroa, Chairperson Aroa
2. Sh. Ashok Bawaniwale, Management Representative Ashok
3. Mrs. Neelam Gupta, Co-ordinator IAAC Neelam Gupta
4. Mrs. Neelu Chawla, Teacher Nominee Neelu
5. Dr. Amita Gaba, - do - Amita
6. Dr. Nisha Sharma, - do - Nisha
7. Mrs. Rinku Aggarwal, - do - Rinku
8. Dr. Suman Jangra, - do - Suman
9. Mrs. Neeta Chawla, Local Society Nominee Neeta
10. Mr. A.S. Jain, Administrative Representative A.S. Jain

Aroa
MINUTES APPROVED

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Ref. No.AMMB/ 4646-49

Dated10/6/2023

- 1) Mr. Dharmesh Shah, Industrialist, Dharmesh Textile, Bhiwani
- 2) Mrs. Neeta Chawla, Retired Associate Professor, AMM, Bhiwani
- 3) Mr. Ved Parkash, Associate Professor, Govt. College for Education, Bhiwani
- 4) Mrs. Anita Sharma, Assistant Professor, Rajiv Gandhi Govt. College for Women, Bhiwani

Subject: Meeting of Internal Quality Assurance Cell

Sir/Madam,

Hope all is well at your end. You are requested to attend the meeting of IQAC on 15-06-2023 at 12.30 p.m. in Management Block to give us your valuable ideas for quality enhancement of our College. Your guidance is highly appreciable.

Thanking you,

Yours sincerely,

Acw
10/6/23
Principal
Adarsh Mahila Mahavidyalaya,
Bhiwani
NGupta

ADARSH MAHILA MAHAVIDYALAYA, BHIWANI
Internal Quality Assurance Cell (IQAC)

Agenda of meeting on 15-06-2023

1. Approval of last meeting minutes.
2. Planning about smooth admission for the new session 2023-24.
3. To speed up the work of Infrastructure development.
4. Recruitment of Teaching Staff as per requirement following UGC/DHE norms.
5. Proposal to complete process of NAAC Accreditation soon.
6. Proposal for submission of AQAR for the year 2022-23 soon.
7. Any other point with the consent of the committee.

Neelam Gupta

MINUTES OF THE MEETING ON 15-6-2023

A meeting of IOAC was held on 15-6-2023 at 12:30 pm in the management block. The proceedings of the meeting were as follows -

First of all, Mrs. Meera Gupta welcomed all the members in today's meeting. She introduced and welcomed new principal of the college Dr. Alka Mittal as chairperson of IOAC meeting. Thereafter she told that as proposed in previous meeting, proper planning for smooth conduct of even semester examination was done and on the basis of it, proper duties have been assigned to staff members. Internet Assessment marks lists were displayed on Notice Boards as well as were forwarded on students' groups. Duties have been assigned for help desk, registration etc. in the college for new admissions and relevant informations regarding admissions have been started uploading regularly on social media. Three new short term courses are going to be started w.e.f 2023-24. The courses are Tally, Digital Marketing, and Medical Mathematics. College management has

assured to appoint contract basis lecturers before beginning of new session and also construction work has also been going on with full swing.

Thereafter today's agenda was discussed one by one. Admissions for the new session are going to start soon. For it suggestion was given to guide help desk to put all efforts to convince parents and students so as to increase college strength. Mr. Neelam Gupta told that one IIA for NAAC is ready and will be submitted very soon. Proposal for preparation of SSR in time was given by all the members and after acceptance of IIA, SSR has to be submitted within 45 days positively. For it Mr. Neelam Gupta, as NAAC co-ordinator assured the house to complete the process in time. College Principal, Dr. Alko Mittal gave a very appreciable suggestion that after submission of SSR, the NAAC team members must keep AAR for the session 2022-23 ready to be submitted before PEER team visit. The management representative,

Sh. Ashok Biseniwaleji assured to get building construction work of Commerce block and library to be completed soon. He also assured that temporary teaching staff will be appointed before beginning of new session and appointment will be made strictly following UGC / DHE norms.

The meeting was ended with a vote of thanks by Di. Alka Mittal, Principal, AMM, Bhiwani

The meeting was attended by -

1. Di. Alka Mittal - Chairperson Neel
2. Sh. Ashok Biseniwale - Management Am
3. Mrs. Neelam Gupta - Representative
- JAC Co-ordinator NCPT
4. Mrs. Meenu Chawla - Teacher Member Neel
5. Di. Amita Gaba - do Amit
6. Di. Nisha Sharma - do NS
7. Dr. Rinku Aggarwal - do Rinku
8. Di. Sumen Jais - do Sum
9. Mrs. Neeta Chawla - Nominee - Local Neel
10. Mr. A.S. Jain - Administrative Neel
Society Representative

MINUTES APPROVED

By

Neel
15/6/23

PRINCIPAL

AMM, BHIWANI