

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

**Agenda of IQAC meeting scheduled to be held on 19-12-2025 at  
10.00 a.m. in the Principal office**

1. To plan about convocation.
2. To discuss about internship program for UG students after 4th semester.
3. To discuss about the five days FDP by MSME on "AI for teaching".
4. To discuss about applying for NIRF.
5. To discuss admission strategy for academic year 2026 - 2027.
6. To plan about saving the AQAR data for the year 2024 - 25 & 2025-26.
7. To plan the academic and administrative internal audits for the year 2023- 24  
and 2024-25.
8. Any other point with the consent of committee.

*Neem*

**Adarsh Mahila Mahavidyalaya, Bhiwani**  
Members who attended the meeting of IQAC  
held on 19-12-2025

**Chairperson**

1 Dr. Alka Mittal

Signature

*Alka Mittal*

**Members**

2 Sh. Ashok Buwaniwala

*Ashok*

3 Sh. Dharmesh Shah

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4 Sh. Parveen Garg

*Parveen*

5 Mrs. Neeta Chawla

*Neeta*  
19/12/25

6 Mrs. Anita Sharma

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7 Dr. Suman Bamal

*Suman*  
19/12/25

8 Ms. Neeru Chawla

*Neeru*  
19/12/25

9 Dr. Nisha Sharma

*Nisha*

10 Dr. Rinku Aggarwal

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11 Dr. Suman Jangra

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12 Dr. Mamta Wadhwa

*Mamta*

13 Dr. Sucheta Soni

*Sucheta*

14 Dr. Mohini

*Mohini*

15 Dr. Gaytri

*Gaytri*

16 Ms. Neerja Parmar

*Neerja Parmar*

17 Dr. Ruchi Vats

*Ruchi*

18 Dr. Deepanshi

*Deepanshi*

19 Sh. A.S. Jain

*A.S. Jain*

20 Ritu (B.Com III) 3814

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## Minutes of Meeting held on 19 December 2025

A meeting of IQAC was held on 19<sup>th</sup> December 2025. All the Agendas of the meeting were discussed and the minutes of the meeting are as follows:-

1. It was decided in the meeting of Administrative Council to organize convocation and prize distribution function in the last week of February 2026 and to give prizes to University position holders only and no subject wise prizes will be given.
2. For internship, 20 students have been allotted to every mentor. The mentor will plan the internship of those 20 students in the companies/ organizations and if they are not able to secure the internship in the company then a project will be assigned to the students under the supervision of the mentor assigned
3. It was discussed that FDP incharge Dr Nisha Sharma will coordinate with MSME to conduct the five days FDP in the first week of January.
4. For NIRF, college has registered under college category and the committee will upload the data whenever Data Capturing System (DCS) opens.
5. To increase the admissions in the upcoming session 2026- 27 the admission committee was directed to visit nearby schools to communicate with the students for letting them know about the college infrastructure, facilities, courses etc.
6. For AQAR, it is decided to save the data for the session 2024-25 as the portal is not open yet and prepare the files till January first week and conveners are also instructed to collect the data for the session 2025-26.
7. Academic and Administrative Internal Audit committee was instructed to give their report for the session 2023- 24 and to collect the data for the session 2024-25.
8. It was recommended to adopt one or two villages for achieving holistic development of rural communities for improving the quality of life, infrastructure and economic opportunities in rural areas.

Approved by

  
IQAC Coordinator

  
Principal  
Adarsh Mahila Mahavidyalaya  
Bhiwani