



R.S.D. ACADEMY

(Affiliated to MJP Rohilkhand University, Bareilly)

The IQAC has been restructured and positioned in the I floor of R.S.D. Academy with the following members with effect from 13th June, 2015.

Internal Quality Assurance Cell (IQAC)

Members

Signature

CHAIRPERSON/MANAGEMENT REPRESENTATIVES

Dr. (Mrs.) Guru Saran Kumar

SENIOR ADMINISTRATIVE OFFICERS

1. Mr. VedPrakashPokhryal
2. Mr. Vineet Kumar
3. Mr. Yadram Singh
4. Mr. Sachin Mehrotra

YR Singh
Sachin

TEACHERS

1. Dr. Anil Kumar
2. Dr. B.K. Pal
3. Dr. (Mrs.) Manju Bala Gupta
4. Dr. Sanjay Mehrotra (Principal)
5. Mr. Mukul Saxena
6. Mr. Monika Bhatnagar (IQAC Co-ordinator)

Sanjay Mehrotra

Monika

STUDENTS

1. Nisha Maurya
2. Ahemad Jammal

Nisha
Ahemad

3. Reshu
4. Shubham
5. Rati Rastogi
6. Sukhrani

Reshu
Shubham
Rati Rastogi
Sukhrani

NOMINEES FROM STUDENTS ALUMNI

1. Mr. Rahul Katyal
2. Dr. Sanjeev Tripathi
3. Mr. Vineet Kaur
4. Mrs. Nidhi Singh
5. Mr. Rohit Kumar
6. Mrs. Anju Shukija

Rahul
Sanjeev
Vineet Kaur
Nidhi
Rohit
Anju

STAKEHOLDERS

1. Mr. Pramod Agarwal (Advocate)
2. Mr. S.K. Agarwal (CA)

P. Kumar
S.K. Agarwal

INDUSTRIALIST

1. Mr. S.P. Pougla

S.P. Pougla

EXTERNAL EXPERTS

1. Dr. R.C. Gupta

R.C. Gupta

Notice

All the members of the IQAC are informed that a meeting of the cell is to be held on 4th July, 2015 at 10:30 a.m. in the IQAC cell. All the members of the cell are requested to attend the meeting on time.

PRINCIPAL

Members

Signature

CHAIRPERSON / MANAGEMENT REPRESENTATIVES

Dr. (Mrs.) Guru Saran Kumar



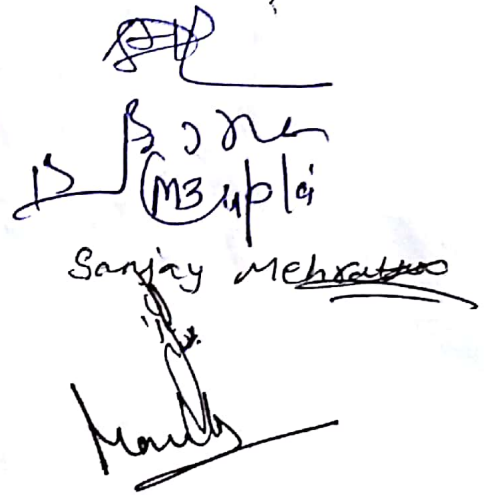
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2. Mr. Vineet Kumar
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4. Mr. SachinMehrotra



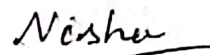
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7. Mr. Monika Bhatnagar (IQAC Co-ordinator)



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Ahemad

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Rh
Sanjeev

Nidhi: Vineet kaur

Rohit

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P. Kumar

S.K.

INDUSTRIALIST

1. Mr. S.P. Pougla

Satyajit

EXTERNAL EXPERTS

1. Dr. R.C. Gupta

R.C. Gupta

IQAC MEETING AND ACTION TAKEN REPORTS OF
R.S.D. ACADEMY . MORADABAD. PIN-244001. (2015-16)

A Meeting of IQAC was held on 6th July, 2015 in the IQAC cell at 10:30 a.m.

Agenda of the Meeting :-

- 1) To confirm the minutes of last IQAC meeting.
- 2) Brief discussion on requirements for preparation of AQAR.
- 3) Delegation of work.
- 4) Student mentoring.
- 5) Technology upgradation.
- 6) Updation of Library and Laboratories.
- 7) Orientation & Social Awareness Programme.
- 8) Seminar & Workshop.

The followings members were present:-

- 1 Dr. (Mrs.) Guru Saran Kumar (Chairperson)
- 2 Mr. Ved Prakash Pokhryal
3. Mr. Vineet Kumar
4. Mr. Yadram Singh
5. Mr. Sachin Mehrotra
6. Dr. Anil Kumar
7. Dr. B.K. Pal
8. Dr. (Mrs.) Manju Bala Gupta
9. Dr. Sanjay Mehrotra (Principal)
10. Mr. Mukul Saxena
11. Mr. Monika Bhatnagar (IQAC Co-ordinator)
12. Mr. Pramod Agarwal (Advocate)
- 13 Mr. S.K. Agarwal (CA)
- 14 Mr. S.P. Pougla
15. Dr. R.C. Gupta
16. Mr. Rahul Katyal

17. Mrs. Nidhi Singh
18. Nisha Maurya
19. Ahemad Jamal
20. Rati Rastogi

1. The minute of last meeting were confirmed.
2. The first IQAC meeting for Academic Session 2015-16 was held on 4th July 2015. The meeting was chaired by Dr. (Mrs.) Guru Saran Kaur, Chairperson. The meeting started with welcome note to all IQAC members, especially to external members from society (Industrialist, Experts and Alumni) by Dr. Sanjay Mehrotra, (Prinicpal).
3. Initiating the agenda items the Chairperson requested the IQAC co-ordinator to place the agenda items for discussions. Ms. Monika Bhatnagar placed the agenda items and after through discussion the following resolutions were made.
4. Statistical data regarding Criterion I (Curricular Aspects), Criterion II(Teaching, learning & evaluation), Criterion III (Research, consultant and extension) ,Criterion IV (Infrastructure & learning resources), Criterion V (Student, support & progression) should be properly arranged and submitted by administrative staff to IQAC Co-ordinator.
5. IQAC cell decided about the various curricular activities in session 2015-16, these were as follows :-
 - a) Various curricular activities such as sports, debate, quiz and orientation & social awareness programmes will be organsied. & it is to be conducted by cultural and sports committee.
 - b) To enhance the teaching-learning process by inviting the experts, researchers, industrialists who are specialized in different fields for guest lectures, seminars & conference.
 - c) Educational and industrial tour will be organized for the students to attain the practical exposure/knowledge with other institution as well as corporate sector.
 - d) Opportunities will be provided to faculties for participating in training and faculty development programme which is organized by other institutions.
 - e) Activities under the NSS programme and scout guide camp will be organized by institution as per instructions given by university.

- f) Personality development classes & skill oriented programme will be organized for overall growth and development of students.
- g) Upgradation & Computerisation of library.
6. Mr. Anil Kumar said that these activities should be followed according to the academic calendar and teaching plans & methodologies must be prepared by faculties of each department.
7. Mr. Rahul Katyal said that to identify the weaknesses then try to improve it early as soon as possible.
8. To motivate the faculties and students for publishing the research papers at national and international level and also enrolled in PhD
9. Routine work should be completed regularly.
10. Mr. Mukul Saxena said that teaching methods should be improved by adopting new methodology in teaching –learning process such as documentary film, chart, PPTs etc.
11. Dr. B.K. Pal said that mentor must be allotted by Head of the Department to each student and also guide the students about their interest, skills and career through career & guidance cell .
12. Dr. R. C. Gupta suggested that seminar on new ideas and standarable knowledge should be provided not only for students as well as for teachers also.
13. Dr. (Mrs.) Manju Bala Gupta said that to conduct spoken English & Personality Development classes once in a week.

The Meeting ended with a vote of thanks to the Chair.

Action Taken Report

Action Plan

- 1) Arrange social awareness programme & rallies.
- 2) Use different technologies and new methodology in teaching.
- 3) Celebration of Kaumi Ekta Week.
- 4) Arrange personality development classes .
- 5) Statistical data of AQAR must be typed & submitted to IQAC Coordinator.

- 6) Guest lecture and Seminar will be organized for students to enhance their knowledge and development innovative skills.
- 7) Orientation Programme, competition of various activities & cultural fest will be organized.
- 8) Upgradation of technology & computerization of library.
- 9) Mentor must be allotted by HOD to each student for solving their problem and to guide them.
- 10) Participating in training and faculty development programme which is organized by other institutions.

Work completed

1. Orientation programme of Educational & Commerce Department was held on 9th&10thJuly , 2015
2. Ad-mad show conducted by commerce & BBA department on 22/09/2015
Chief Guest: 1- Dr. (Mrs.) Guru Saran Kumar (Chairperson)
2- Dr. Vinod Kumar (Director)
3- Dr. Gaurav Kumar (
3. Competition on yoga was held on 11/10/2015
Chief Guest – Dr Dayanand Singh
4. Vigilance awareness week was celebrated on 31/10/2015
Chief Guest- Dr Vinod Kumar (Director)
Mr. Ashok Kumar Gupta (Official, Prathama Bank)
Mr. S.K Singh (Manager, Prathama Bank)
5. Social Awareness Programme:
 - a) Participated in rallies on blood donation & eye donation was organized by MUNAS & C.L Gupta Eye Institute on 09/09/2015.
 - b) Rally on World AIDS Day was held on 02.12.2015
 - c) Celebration of Kaumi Ekta Week on 9/11/2015
 - d) Plantation drive & Nukkad natak was held on 03/05 /2016 & 02/05/2016
 - e) Seminar on Save Girl Child was organized by International Association of loin club on 10/12/2015 .
Chief Guest: 1- Dr. (Mrs.) Guru Saran Kumar (Chairperson)
2- Dr. Vinod Kumar (Director)
3- Dr. Gaurav Kumar (Medical Director)
6. Seminar on “Recent issue in Indian Economic Development” on 5th Nov,2015.
Resource person –Dr. M.U KHAN

Associate Professor: Department of Commerce (Hindu college, Moradabad)

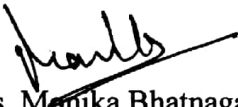
7. Guest lecture on “Cloud Computing” was held on 05/11/12
Resource person – Dr. Bhumika Gupta (Engineer)
Associate Professor : G.B. Panth, Engineering College, Pauri.
8. Cricket tournament of Educational & Commerce department on 21st to 28th Nov 2015 .
9. Resolved the issues regarding personality development classes. It is to be conducted thrice in a week.
10. Projectors has been installed and technology up gradation about computer with Internet access and Wi-Fi has been done by administrative staff.
11. Mentor has been allotted by HOD at the beginning of session and to guide students about their career, skills through career & guidance cell.
12. Library and laboratories have also been well – equipped with research journal books, reference books, surveys magazines and DELNET connection. &also provides course material, syllabus, question papers of previous years.
13. Statistical data of all criterions has been typed and submitted to IQAC Coordinator.


Outcome of the plan

- 1) The college has been given the training to teachers in handling the computers and teach them how to make PPT's for their respective courses.
- 2) Students are enhancing their innovative skills, ideas and they are also developing their personality and knowledge through participation in various competition, seminar & social awareness programme.
- 3) More participation of students have been increased in workshop and guest lecture for enhancing knowledge , skills and various case histories of successful personalities are discussed by way of seminars to prepare student psychologically to take on the challenges of life .
- 4) Computer lab in the college is equipped with internet connectivity. Internet is an ocean of information & it has radically transformed the learning environment. In the computer labs, the teacher can refer the matter from internet instantly & multimedia exposure can be given to students. The college provides facility of smart interactive boards to import computer assisted teaching.
- 5) The college facilitates extensive use of information communication technology (ICT) resources including development and use of computer aided teaching learning materials by its staff and students by making these facilities auditable as and when required by

concerned users. Teachers are encouraged to use these technologies and even teachers having expertise in computer assist other teachers in the development of their subject PPT's. Students are also encouraged to make use of projectors for their presentations.

- 6) MUNAS of the team has been actively engaged to connect masses with the various social awareness that the institution undertakes from time to time.
- 7) The teaching plans are prepared keeping in mind the intelligence quotient of the student in mind each faculty draw up its teaching plans in consultation with the senior most teacher of their respective departments the teaching plan is made in a way that it facilitates teachers students interaction and makes the delivery of contents easy convenient & comprehensible (Teaching- Plan).
- 8) The faculty members visit other academic institutions to share their subject expertise with both staff & students through faculty exchange programmes.


Ms. Monika Bhatnagar
IQAC Co-ordinator


Dr. Sanjay Mehrotra
Principal

Notice

All the members of the IQAC are informed that a meeting of the cell is to be held on 9th Jan, 2016 at 10:30 a.m. in the IQAC cell. All the members of the cell are requested to attend the meeting on time.

PRINCIPAL

Members

Signature

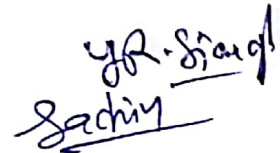
CHAIRPERSON / MANAGEMENT REPRESENTATIVES

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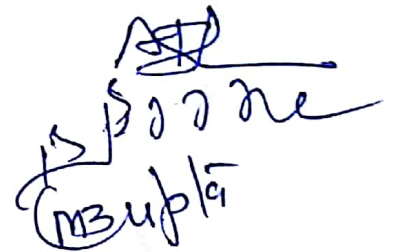
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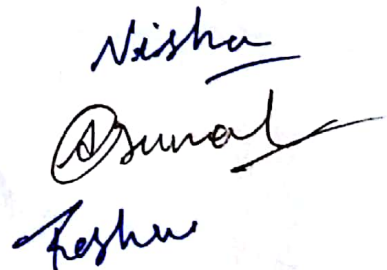
TEACHERS

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2. Dr. B.K. Pal
3. Dr. (Mrs.) ManjuBala Gupta
6. Dr. Sanjay Mehrotra (Principal)
7. Mr. Mukul Saxena
8. Mr. Monika Bhatnagar (IQAC Co-ordinator)



STUDENTS

1. Nisha Maurya
2. Ahemad Jammal
3. Reshu



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6. Mrs. Anju Shukija

Dr
Sanjeev
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INDUSTRIALIST

1. Mr. S.P. Pougla

Satyapuri

EXTERNAL EXPERTS

1. Dr. R.C. Gupta

R.C. Gupta

IQAC MEETING AND ACTION TAKEN REPORTS OF
R.S.D. ACADEMY , MORADABAD, PIN-244001, (2015-16)

A Meeting of IQAC was held on 09th Jan, 2016 in the IQAC cell at 10:30 a.m.

Agenda of the Meeting :-

- 1) To confirm the minutes of last IQAC meeting.
- 2) Seminar & Workshop.
- 3) Organize educational & industrial tour.
- 4) Parents Teachers Meeting.
- 5) External Examination
- 6) Alumni meet
- 7) Plan for the next year.

The followings members were present:-

- 1 Dr. (Mrs.) Guru Saran Kumar (Chairperson)
- 2 Mr. Ved Prakash Pokhryal
3. Mr. Vineet Kumar
4. Mr. Yadram Singh
5. Mr. Sachin Mehrotra
6. Dr. Anil Kumar
7. Dr. B.K. Pal
8. Dr. Sanjay Mehrotra (Principal)
10. Mr. Mukul Saxena
11. Mr. Monika Bhatnagar (IQAC Co-ordinator)
12. Mr. Pramod Agarwal (Advocate)
- 13 Mr. S.K. Agarwal (CA)
- 14 Mr. S.P. Pougla
15. Dr. R.C. Gupta
16. Mr. Rahul Katyal
17. Mrs. Nidhi Singh
18. Nisha Maurya
19. Ahemad Jamal
20. Sukhrani
21. Rati Rastogi

Minutes of the meeting

- 1) The Second IQAC meeting for Academic session 2015-16 was held on 9th Jan 2016. The meeting was chaired by Dr. (Mrs.) Guru Saran Kaur, (Chairperson). The meeting started with welcome note to all IQAC member, especially to external members from society (Industrialist, experts and Alumni) by Dr. Sanjay Mehrotra, Principal.
- 2) Initiating the Agenda item the chairperson requested the IQAC co-ordinator to place the agenda items for discussions. Ms. Monika Bhatnagar placed the agenda items and after through discussions the following resolutions were made.

Resolutions :-

- 1) The minutes of last meeting were confirmed.
- 2) External examination should be conducted by discipline & seating arrangement committee. All norms of examinations should be followed which is prescribed by University. Principal should enquire about any malpractice in exams.
- 3) Communication with parents regarding the performance of their children in curricular activities and examination in Parent -Teachers Association meeting.
- 4) Routine work should be completed regularly.
- 5) Alumni meet should be organized for sharing the working experience, imparting the skills with new students.
- 6) Dr. Sanjay Mehrotra said that the college should be engaged in stabilizing and standardizing academic processes For that purpose, the college should be provided consultancy srvcies in important areas viz commerce, educational etc .
- 7) Dr. B.K. Pal said that to arrange the tutorial classes & special tests for slow learners.
- 8) IQAC members decided the plan for next year :-
 - Expansion of existing courses.
 - Extensive use of innovative teaching techniques.
 - To get autonomous status.
- 9) The meeting ended with a vote of thanks to the Chair.

Action Taken Report

Action Plan

- 1) To organize talent-hunt competition (Spark) for exploring the talent of students & ensures their participation.
- 2) To organize educational & industrial tour and alumni meet.
- 3) NSS, Scout-Guide camp will be conducted by institution.

- 4) External examination of B.Com, M.Com, B.B.A. & B.C.A. All norms of examinations should be followed which is prescribed by University. Principal should enquire about any malpractice in exams.
- 5) Parents-Teachers Association meeting will be organized for giving the information about performance of their children in class & curricular activities.
- 6) Procurement of Books.
- 7) Arrange consultancy services.

Work Completed :-

- 1) N.S.S. Camp was held on 03.01.2016 to 09.01.2016 at Mau Milak (village) , Moradabad. The following activities has been done under the camp:

- Aims & benefits of Rashtriya Seva Yojna (NSS) and Plantation
- Rally on Shaksharta Diwas
- Rally on education & to save girl child .
- Awareness Programme on Nasha Mukti & clean the area of village which is situated at near Ram Ganga
- Programme on water conservation
- Rally on Woman Empowerment
- Rally on Plantation on the last day of camp

- 1) Spark Talent-Hunt competition was organized on 20.02.15.

Chief-Guest :- Dr. (Mrs.) Guru Saran Kumar (Chairperson)

Dr. Vinod Kumar (Director)

- 2) Educational tour for all departments went to Haridwar on 02/04/16.
- 3) Industrial Tour for BBA, BCA, B.Com. & M.Com went to Rudrapur on 14.02.16
- 4) Alumni meet was held on 1st May, 2015.
- 5) Scout & guide camp was held on 18/04/16 to 22/04/16.
- 6) The college has recently introduced franchises of CA/CS foundation course coaching institute viz 'Topper Institute' which through its satellite classes and subject experts helps the commerce students in preparing for CA/CS.
- 7) Tutorial classes & special tests has been conducted for slow-learners where individual attention is paid to students.
- 8) The college appoints a programme coordinator of various social service schemes like NSS, Scout & guide ,Rover & Rangers to coordinate various activities of the students.

Outcome of the Plan :-

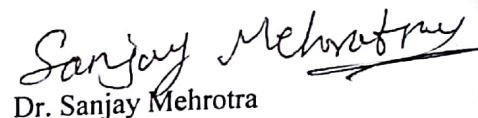
- 1) Examination work has been done by discipline and seating arrangement committee and there was no malpractice found during exams.
- 2) The college appoints C.S., A.S. examination to exercise effective implementation of the evaluation reforms of the university. The area where exams are held is made inaccessible to outsiders & college staff excepts for the C.S., A.S. & invigilators assigned duty for the purpose.
- 3) Students are encouraged to give their feedback in the suggestion box or by filling up the feedback form. They are also permitted to share their ideas with the Principal .
- 4) Students have also attained practical exposure through industrial & educational visit and interaction with alumni.
- 5) More participation of students have been increased in workshop and guest lecture for enhancing knowledge & skills which is very helpful in shaping their attitude & career
- 6) Parents have got information about the progress report of their children in parent-teachers meeting. By this information, they can guide and make the career of their children.
- 7) Books has been purchased.
- 8) More participation of students have been increased in workshop and guest lecture for enhancing knowledge , skills and various case histories of successful personalities are discussed by way of seminars to prepare student psychologically to take on the challenges of life.
- 9) Students are enhancing their innovative skills, ideas and they are also developing their personality and knowledge through participation in various competition, seminar & social awareness programme.
- 10) The college has been single minded engaged in stabilizing and standardizing academic processes. The college definitely has a potential for providing consultancy in important areas viz commerce, educational etc .The college has recently introduced franchises of CA/CS foundation course coaching institute viz 'Topper Institute' which through its satellite classes and subject experts helps the commerce students in preparing for CA/CS.
- 11) The students of the college regularly undertake tree plantation and sanitation activates in the vicinity . Visits to orphanage / civil hospitals arranged & the participation of maximum student in this noble actively is ensured .Such extension activities are associated with the college values and the students and teachers participation in such activity whole heartedly .
- 12) The college has also started cleanliness drive through NSS ,Scout & guide , rover / rangers in which hundreds of volunteers participate and the practice of awarding the best NSS volunteer.

13) The college has also started providing free coaching to the student to prepare for B.Ed entrance examination

14) Faculty of education by its subject experts guides the student to face C-TET, UP-TET, TGT and PGT EXAMINATION.



Ms. Monika Bhatnagar
IQAC Coordinator



Dr. Sanjay Mehrotra
Principal