



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 11th June, 2014

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. SachinMehrotra

YR. Sachin Mehrotra

TEACHERS

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

STUDENTS

1. Disha Yadav
2. Nisha Naaz

3. Abhishek Kumar
4. Ayushman Gupta
5. Akansha Singh
6. Rahul Kumar

Abhishek
Ayushman
Akansha
Rahul

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 6th July, 2014 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

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Dr. (Mrs.) Guru Saran Kumar

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3. Mr. Yadram Singh
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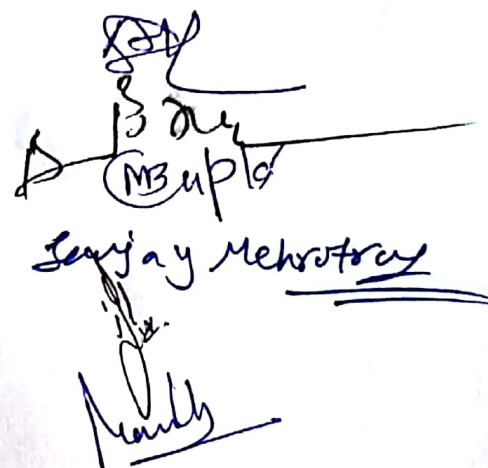
TEACHERS

1. Dr. Anil Kumar
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3. Dr. (Mrs.) ManjuBala Gupta
5. Dr. Sanjay Mehrotra (Principal)
6. Mr. Mukul Saxena
7. Mr. Monika Bhatnagar (IQAC Co-ordinator)

STUDENTS

1. Disha Yadav

Signature



2. Nisha Naaz
3. Abhishek Kumar
4. Ayushman Gupta
5. Akansha Singh
6. Rahul Kumar

Nisha
Abhishek
Ayush
Akansha
Rahul

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

Dr. Sanjeev
Nidhi: Vineet Kaur
Anju Shukija

STAKEHOLDERS

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

P. Kumar
S.K.

INDUSTRIALIST

1. Mr. S.P. Pougla

Satya Poul

EXTERNAL EXPERTS

1. Dr. R.C. Gupta

R.C. Gupta

IQAC MEETING AND ACTION TAKEN REPORTS OF
R.S.D. ACADEMY , MORADABAD, PIN-244001, (2014-15)

A Meeting of IQAC was held on 6th July, 2014 in the IQAC cell at 10:30 a.m.

Agenda of the Meeting :-

- 1) To confirm the minutes of last IQAC meeting.
- 2) Workout of NAAC peer tem recommendations on priority basis.
- 3) Brief discussion on requirements for preparation of AQAR.
- 4) Delegation of work.
- 5) Student mentoring.
- 6) Technology upgradation.
- 7) Updation of Library and Laboratories.
- 8) Orientation & Social Awareness Programme.
- 9) Dress code
- 10) Outsiders Intrusion
- 11) 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 Naaz
- 19 Abhishek Kumar
- 20 Ayushman Gupta

1. The minute of last meeting were confirmed.
2. The first IQAC meeting for Academic Session 2014-15 was held on 6th July 2014. The meeting was chaired by Dr. (Mrs.) Guru Saran Kaur, Chair person. 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 2014-15, 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) 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.
6. As per the peer team suggestions computer literacy programmes should be organized and the usage of audio- visual system and ICT enabled teaching, smart class rooms should be created where the faculty uses PPTs for strengthening the process of teaching- learning.
 7. To motivate the faculties and students for publishing the research papers at national and international level and also enrolled in Ph.D
 8. Upgradation of technology regarding computer and ICT with Internet access, Wi-fi should be done by administrative staff / IT Department.
 9. Library and laboratories should be updated .
 10. 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 .
 11. Dr. (Mrs.) Manju Bala Gupta said that to add few more faculty members and students in discipline seating arrangement committee in regular routine as well as for conducting the examinations and other events.
 12. Dr. R.C.Gupta said that to organize the programme on value based education for faculty members & students.
 13. The snacks, lunch & proper drinking water facility should be arranged by hospitality committee during all these programmes.
 14. IQAC member decided that students should not be entered into the college campus without proper dress code and outsiders are strictly prohibited to enter in to the college campus.

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

Action Taken Report

Action Plan

- 1) Social Awareness Programme.
- 2) Celebration of Kaumi Ekta Week.
- 3) Celebration of Teachers day .
- 4) Essay writing, Rangoli & Poster-making competition.
- 5) Seminar, Guest Lecture & Workshop.
- 6) Orientation Programme, competition of various activities & cultural fest will be organized.
- 7) Amendments in Discipline –Seating Arrangement Committee.
- 8) Upgradation of technology.
- 9) Updation of library and laboratories.
- 10) Mentor must be allotted by HOD to each student for solving their problem and to guide them.
- 11) Dress code
- 12) Outsiders Intrusion

Work Completed :

- 1) Orientation Programme of B.Ed., B.Com, M.Com. was held on 7th July, 2014 & BBA & BCA was held on 5th & 6th August, 2014.
- 2) Social Awareness Programme.
 - a. Eye donation & Blood donation camp was organized on 30.08.2014
Chief Guest :- Dr. Aashi Khurana (Eye Specialist)
Dr. Rakesh Kumar (MD, Medicine)
Sardar Gurvinder Singh (Social Worker)
 - b. Swachh Bharat Abhiyan week was organized on 27.09.2014
Chief Guest :- Late Mrs. Beena Agarwal (Mayer, Moradabad)
 - c. Self- defense training was held on 08.09.14
Chief Guest :- Ms. Nidhi Gupta (First Runner UP, Mrs. World Competition)
Dr. (Mrs.) G. Kumar (Chairperson)
 - d. Bal Swachh Abhiyan was held on 18.11.2014

Chief Guest :- Mr. S.K. Singh

3) Guest Lecture on placement & soft skill development was conducted by M.H. Exports & Allen Exports on 28.08.2014

4) Teachers day celebrated on 05th & 06th September 2014

5) Seminar On “Human Value & Professional Ethics” was held on 10.11.2014.

Chief Guest: - Dr. R.P. Mishra

HOD- Department of Education

Hindu College, Moradabad

6) One day workshops on computer literacy programme for students was held on 15.11.14

Chief Guest: - Mr. Ajay Bansal

7) Kaumi Ekta week was celebrated from 19.11.2014 on 23.11.2014

Chief Guest :- Dr. Vinod Kumar (Director)

Dr. (Mrs.) G. Kumar (Chairperson)

Mr. Akash Bhatnagar (Assistant Director of TMU)

8) Rangoli Competition & Cultural fest (Fresher’s party) was organized on 20.10.2014 and 30.10.2014.

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

Dr. Vinod Kumar (Director)

Dr. Sanjay Mehrotra (Principal)

9) Essay Writing & Poster-making competition was held on 21.11.2014 & 14.08.2014.

10) Cricket tournament b/w Commerce & Education was held on 12/11/14.

11) Members has been added in discipline seating arrangement committee for maintaining the discipline inside the campus as well as for conducting the examinations and other events.

12) Projectors has been installed and technology up gradation about computer with Internet access and Wi-Fi has been done by administrative staff.


13) Mentor has been allotted by HOD at the beginning of session and to guide students about their career, skills through career & guidance cell.

14) 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.

15) Statistical data of all criterion 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) The college has made new rules. These are as follows:
 - Outsiders are strictly prohibited to enter in to the college campus. For any important work they can take the permission of the Principal or concerned officer of the college.
 - Visitors should enter their names in the register at the main entrance with entry & exit time.
 - No student is allowed to enter into the college campus without proper dress code and students are not allowed to move from the college campus without gate pass which is signed by head of department.
- 3) 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.
- 4) More participation of students have been increased in workshop and guest lecture for enhancing knowledge , skills which were very helpful in shaping their attitude & career.
- 5) Library is well- equipped with internet facilities included Wi -Fi ,DELNET are freely available to the faculty and student for project & research work.
- 6) The college has also entered into collaboration with various industries like M.H exports & Allen export for the better placement of the students
- 7) MUNAS of the team has been actively engaged to connect masses with the various social awareness that the institution undertakes from time to time.


Ms. Monika Bhatnagar
IQAC Coordinator


Dr. Sanjay Mehrotra
Principal

Notice

All the members of the IQAC are informed that a meeting of the cell is to be held on 12th Jan, 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

CHAIRPERSON / MANAGEMENT REPRESENTATIVES

Dr. (Mrs.) Guru Saran Kumar

SENIOR ADMINISTRATIVE OFFICERS

1. Mr. VedPrakashPokhryal
2. Mr. Vineet Kumar
3. Mr. Yadram Singh
4. Mr. SachinMehrotra

TEACHERS

1. Dr. Anil Kumar
2. Dr. B.K. Pal
3. Dr. (Mrs.) ManjuBala Gupta
5. Dr. Sanjay Mehrotra (Principal)
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7. Mr. Monika Bhatnagar (IQAC Co-ordinator)

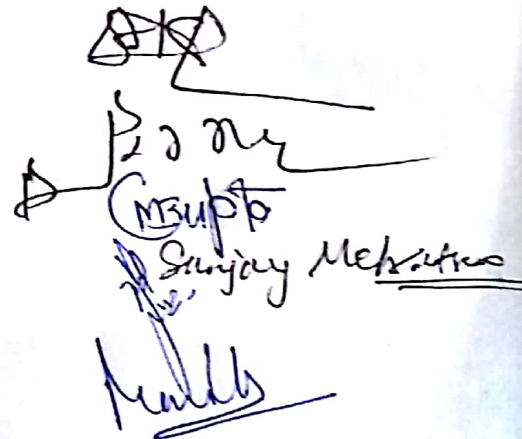
STUDENTS

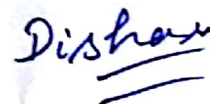
1. Disha Yadav

Signature

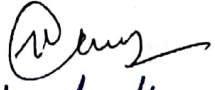
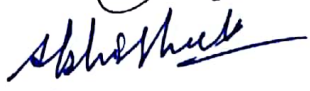


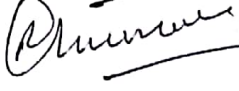







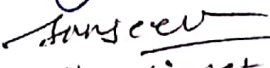
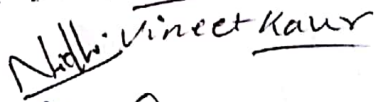



2. Nisha Naaz
3. Abhishek Kumar
4. Ayushman Gupta
5. Akansha Singh
6. Rahul Kumar

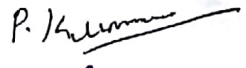

NOMINEES FROM STUDENTS ALUMNI

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

STAKEHOLDERS

1. Mr. Pramod Agarwal (Advocate)
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INDUSTRIALIST

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EXTERNAL EXPERTS

1. Dr. R.C. Gupta



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R.S.D. ACADEMY , MORADABAD, PIN-244001, (2014-15)

A Meeting of IQAC was held on 12th Jan, 2015 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) Problem faced by students.
- 4) Organize educational & industrial tour
- 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. (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 Naaz
19. Abhishek Kumar
20. Ayushman Gupta

Minutes of the meeting

- 1) The Second IQAC meeting for Academic session 2014-15 was held on 12th Jan 2015. 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) Mr. Mukul Saxena said that the college should interact both formally and informally with all the stakeholders to seek their perception on the overall performance & quality of the institution.
- 5) Dr. B.K. Pal said that for better result we can help students to solve last five years papers in the class.
- 6) Routine work should be completed regularly.
- 7) Alumni meet should be organized for sharing the working experience, imparting the skills with new students.
- 8) More no of chairs, should be provided for both girls & boys common room.
- 9) The scooty, bikes of students must be secured inside the campus.
- 10) Dr. Manju Bala Gupta said that mobile phone should not be allowed in the class hour for students & teaching staff.
- 11) Dr. Anil Pal said that students, teaching & non-teaching staff should look into the matter of safety of electrical equipment & institutional property.
- 12) IQAC members decided the plan for next year :-
 - Organize skill oriented programme & grooming classes.
 - Use innovative techniques in teaching methods.
 - Research Work.
- 13) 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 and Rovers & Rangers 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) Misuse of mobile phones & electrical equipment.
- 7) Procurement of Books.
- 8) Guest Lecture and Seminar will be organized for students to enhance their knowledge and development innovative skills.

Work Completed :-

- 1) Seminar on "Innovation for societal development was held on 03.03.15.
Chief Guest :- Mr. Vipin Kumar Trivedi
- 2) Saminar on "Self defence & Save female foetus" was held on 21.05.15.
Resource Person : Ms. Poonam Shrivastava
Mr. Dinesh Kumar.
- 3) Spark Talent-Hunt competition was organized on 23.02.15.
Chief-Guest :- Dr. (Mrs.) Guru Saran Kumar (Chairperson)
Dr. Vinod Kumar (Director)
- 4) Volleyball competition b/w commerce & education department was held on 28th Feb 2015.
(Chairperson)
Chief Guest:- Dr (Mrs.) Guru Saran Kumar
Dr. Vinod Kumar (Director)
- 5) Education tour for all departments went to Nainital on 27.02.15.
- 6) Industrial Tour for BBA, BCA, B.Com. & M.Com went to Rudrapur on 13.02.15
- 7) Alumni meet was held on 2nd May, 2015.
- 8) 20-20 Cricket match between B.Ed.& B.T.C. was held on 16th May, 2015.

9) NSS Camp was held on 21/02/15 to 27/02/15 at Mora Milak (village), Moradabad. The following activities have been done under the camp:

- Inauguration of NSS camp & the purpose and establishment of Rashtriya Seva Yojna (NSS)
- Celebration of Environment Day
- Celebration of Shiksharta Diwas
- Rally on First AID Awareness
- Celebration of Water Conservation
- Celebration of Nasha Unmulan Diwas (Cessation)
- Art Competition was conducted on the last day of camp.

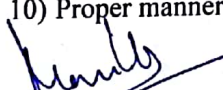
9) Scout-guide camp was held on 13th March, 2015 to 18th March, 2015.


10) More no. of chairs has been provided for both girls & boys common room.

11) The scooty, bikes of students has been arranged in a proper manner.

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) 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 .
- 3) Students are to look into the matter of safety of electrical equipment & Institutional property.
- 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) With due permission of Principal & Parents recommendation students may bring mobile phone but should be kept in mute during class hour & teachers are not allowed to bring the mobile phone during class hour.
- 9) Splitting, disfiguring walls and use of polythene is to be prohibited.
- 10) Proper manner & etiquettes is to be maintained among all students & staff members.


Ms. Monika Bhatnagar
IQAC Coordinator


Dr. Sanjay Mehrotra
Principal