





Minutes of Annual Review Meeting

An Annual review meeting of the faculty members was held in the chamber of Principal under the presidentship of Dr. Mohinder Kumar Slariya on dated 8th Oct 2025 and following faculty members were present in the meeting:

1. Smt. Pinki Devi 
2. Sh. Dinesh Kumar 
3. Dr. Saurabh Mishra 
4. Sh. Shubham Dogra 

The agenda was to review students' outcomes in academics, co-curricular, extra-curricular and extension activities. Based on the discussions in the meeting, an Action Plan to be followed in the ongoing academic session is as follows:

Sr. No.	Head	Action Plan for this Academic Year
1.	Curricular Planning and Implementation	<ol style="list-style-type: none"> 1. Academic calendar shall be prepared by IQAC for this academic session and shall be properly followed. 2. IQAC will ensure that Departmental Calendars of Activities (Academic and Co-curricular) are prepared and followed by every department. 3. IQAC will ensure that Teaching schedule is meticulously followed by every department. 4. Objectives and learning outcomes of the curriculum will be achieved by departments and ensured by IQAC. 5. All teaching department shall try to switch from lecture- based traditional teaching methods to technology- based teaching methods and flipped classroom as per the need of different groups of students.
2.	Academic Flexibility	<ol style="list-style-type: none"> 1. Add-on courses will be started and their curriculum and syllabus shall be properly planned by every department. 2. Students shall be encouraged to enroll and pursue MOOC courses on SWAYAM portal.
3.	Curriculum Enrichment	<ol style="list-style-type: none"> 1. IQAC will ensure that every department should plan at least one curriculum enrichment practices such as projects, surveys, educational tours, industry visits etc. this academic session. 2. At least 2 Sensitization programmes on cross-cutting issues like gender equity, anti-drug awareness, environment protection, human values and ethical values will be organized. 3. At least 2 programmes for inculcating life skills in students such as Yoga, Martial Arts, Problem solving, Critical thinking, Decision making, Effecting communication skills, coping with stress and emotions etc. shall be organized. 4. No. of field projects and primary data-based research assignments such as surveys will be given to students for mid-term evaluation.

4.	Feedback System	Feedback will be obtained from students, Alumni and parents and other Stakeholders. Feedback Committee will analyze the feedback and new initiatives will be introduced accordingly.
5.	Catering to Student Diversity	Initiatives to assess the learning levels of students will be enhanced. Proficiency/ Diagnostic tests to identify slow and advanced learners and Bridge courses/Remedial classes shall be planned accordingly for the same by all departments.
7.	Teacher Quality	<ol style="list-style-type: none"> 1. IQAC will encourage the teachers to participate in Orientation, Refresher courses, Faculty development programmes, Workshops, Conferences and Seminars. 2. Faculty will be motivated for pursuing his/her Ph.D. and post-doctoral research. 3. Feedback from students will be obtained on teacher's performance and necessary suggestions will be given to the concerned teacher for any improvement. 4. IQAC will organize training workshops for ICT based skill-enhancement for teachers. 5. Teachers shall be encouraged to publish atleast one research paper in each academic session in UGC- CARE listed journals and chapters in edited books.
8.	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> 1. IQAC and Result monitoring committee will analyze students' performance during the complete evaluation process and steps will be taken for improvement of students' performance. 2. Steps shall be taken to reduce drop-out ratio of students.
9.	Student Mentoring and Support	<ol style="list-style-type: none"> 1. Mentor- Mentee system will be followed. 2. Remedial teaching will be provided to slow learners. 3. Classes for competitive exams will be planned and implemented by Career Counselling and Guidance cell. 4. Co-curricular and extra-curricular activities will be run by each department for students. 5. Career counselling sessions will be organized. 6. Placement drives will be arranged. 7. Scholarship committee shall organize awareness programmes for students to guide and promote them to apply for different state and centrally-sponsored scholarship schemes.



Sh. Gurdev Singh
Staff Secretary



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