ADARSH MAHILA MAHAVIDYALAYA, BHIWANI

Internal Quality Assurance Cell (IQAC)

Agenda of IQAC meeting scheduled to be held on 25-08-2026 at 11.00 a.m. in the Principal office

1. To discuss the proposed future activities under the Village Adoption Programme, under social outreach initiatives.
2. To discuss the development, facilities, and effective utilization of the students' common room.
3. To review the activities and progress of the Incubation Centre, with particular focus on student engagement and future action plans.
4. To review the implementation and effectiveness of the Mentor-Mentee Programme, including student mentoring, monitoring mechanisms, and the feedback system.
5. To deliberate upon measures to encourage students to attend college regularly and participate actively in various academic, co-curricular, and institutional activities.
6. To discuss the feasibility of introducing a dedicated library period for all students twice a week to promote reading habits and effective utilization of library resources.
7. Any other point with the consent of the committee members.

Adarsh Mahila Mahavidyalaya, Bhiwani

Members who attended the meeting of IQAC held on 25-08-2026

	Chairperson	**Signature**
1	Dr. Alka Mittal	
	Members	
2	Sh. Ashok Buwaniwala	
3	Sh. Dharmesh Shah	
4	Sh. Parveen Garg	
5	Dr. Indu Sharma	
6	Dr. Anita Sharma	
7	Dr. Suman Bamal	
8	Ms. Neeru Chawla	
9	Dr. Rinku Aggarwal	
10	Dr. Nisha Sharma	
11	Dr. Suman Jangra	
12	Dr. Deepu Saini	
13	Dr. Mamta Wadhwa	
14	Dr. Mohini	
15	Dr. Ruchi Vats	
16	Sh. A.S. Jain	
17	Mehak (B.Com III) 3803	

Minutes of Meeting held on 25-August-2026

A meeting of IQAC was held on 25th August 2026. All the agendas of the meeting were discussed and the minutes of the meeting are as follows:

1. The Committee discussed the proposed MoU for the adoption of a village. Mr. Narender, Sarpanch of Rajgarh Village, had visited the College, during which various programmes and activities to be undertaken under the proposed MoU were discussed. It was resolved that Mr. Narender would be invited again for the formal signing of the MoU and for further detailed deliberations regarding the proposed programmes and activities.
   It was further suggested that the villagers may be encouraged to utilise the infrastructure and facilities of the College as an Incubation Centre for promoting start-ups and entrepreneurial activities. The College would extend necessary support to the villagers in the marketing and sale of products developed by them.

2. The Committee discussed the utilisation of the TV Room in the Main Hostel as a Common Room for students. It was resolved that the room would be properly maintained and equipped to provide students with a suitable recreational space. It was further decided to arrange indoor games such as carrom, chess, table tennis, etc. for the benefit and recreational development of the students.

3. With a view to promoting student creativity, entrepreneurship and skill development, the Committee resolved to organise a monthly exhibition of products prepared/manufactured by students under the Incubation Centre. Such exhibitions would provide students with opportunities to showcase their products and generate increased orders.
   It was further suggested that various skill-development and entrepreneurship-oriented workshops, including different cuisine preparation, stiching, pickle preparation, embroidery, etc., be organised to enhance the creativity and entrepreneurial capabilities of students.

4. The Committee discussed the effective implementation of the Mentor–Mentee System for providing academic, personal and career-related guidance and support to students. It was decided that the Mentor–Mentee classes/meetings would be conducted every Thursday and mentors would be allotted to students of I, II and III year.
   The mentors would be responsible for maintaining systematic records of their respective mentees, including details related to attendance, behaviour, academic progress, career choices, hobbies and other relevant concerns. The mentors

would identify and monitor the specific needs and problems of their mentees and provide appropriate guidance and support.
It was further decided that, wherever necessary, mentors would coordinate with the parents/guardians of the concerned students to address identified issues and facilitate their overall development. Parents/guardians would also be requested to provide feedback through a feedback form at the end of the session.
At the conclusion of the session, an overall Mentor–Mentee Report would be prepared, covering the total number of mentees, meetings conducted, issues identified, action taken, and the outcomes achieved, to facilitate systematic monitoring and evaluation of the mentoring process.

5. The Committee deliberated upon the participation of students in various academic, co-curricular and institutional activities. It was decided that the Student Council would identify the reasons for the limited participation of students in college activities. Faculty members would also take appropriate measures to address the identified concerns and encourage greater student participation in various academic and co-curricular initiatives.

6. The Committee discussed measures to identify and promote students' reading interests, particularly in areas such as research papers, journals, literature and other relevant academic resources, with the objective of increasing footfall and effective utilisation of the College Library.
It was suggested that a dedicated library period be introduced for students. Faculty members would also motivate and guide students to make regular use of the library and develop a sustained reading habit.

7. The Committee directed that all major academic, co-curricular and institutional activities and functions be incorporated into the Internal Academic Calendar to ensure systematic planning and effective implementation.
It was further decided that inter-college competitions be organised during the semester, along with an annual athletic meet in the month of February, to provide students with opportunities for broader participation and overall development.

Approved by Neem

Principal
Adarsh Mahila Mahavidyalaya,
Bhiwani