ADARSH MAHILA MAHAVIDYALAYA, BHIWANI

Internal Quality Assurance Cell (IQAC)

Agenda of IQAC meeting scheduled to be held on 28-10-2026 at 1.00 p.m. in the Principal office

1. To review and discuss the progress of preparations for the inter-college competitions, 'Spardha'.
2. To instruct all faculty members to ensure the timely completion of internal assessments and the proper conduct of practical examinations.
3. To discuss and finalize the plan for organizing a medical health check-up camp in the adopted village by the end of November.
4. To review the progress of preparations for the 'Srijan Mela' exhibition by the Incubation Centre.
5. To review the progress of data collection, compilation, and documentation for the Annual Quality Assurance Reports (AQARs) for the academic sessions 2024–25 and 2025–26.
6. Any other point with the consent of the committee members.

Adarsh Mahila Mahavidyalaya, Bhiwani

Members who attended the Internal Meeting of IQAC held on 28-10-2026

		Signature
	Chairperson	
1	Dr. Alka Mittal	
	Members	
2	Sh. Ashok Buwaniwala	
3	Ms. Neeru Chawla	
4	Dr. Rinku Aggarwal	
5	Dr. Nisha Sharma	
6	Dr. Suman Jangra	
7	Dr. Deepu Saini	
8	Dr. Mamta Wadhwa	
9	Dr. Mohini	
10	Dr. Ruchi Vats	
11	Dr. Nutan Sharma	
12	Dr. Gaytri Bansal	
13	Dr. Preeti Sharma	
14	Sh. A.S. Jain	
15	Mehak (B.Com III) 3803	Mehak

Minutes of Meeting held on 28-October-2026

An internal meeting of IQAC was held on 28th October 2026. All the agendas of the meeting were discussed and the minutes of the meeting are as follows:

1. The committee reviewed the preparations for the upcoming inter-college competitions, 'Spardha' and noted that most arrangements had been completed. The members discussed about the refreshments for participants, their in-charges, and college staff members.
2. It was decided that all teachers would complete and upload the internal assessment marks on the designated portal within the stipulated time. Subsequently, the printouts would be signed by the respective Heads of Departments (HoDs). It was also instructed that all practical bills must be duly signed by the concerned authorities within a week of the practical.
3. The tentative date for organizing a health check-up camp in the adopted village was fixed as 26 November 2026. It was decided that members of the Red Cross Club and the Wellness Centre would actively participate in the camp.
4. The committee noted that preparations for Srijan Mela were almost complete. It was further reported that invitations for the exhibition had been distributed successfully by teachers through personal contacts and social media platforms.
5. It was decided that the AQAR for the session 2024–25 would be reviewed and checked by the Principal by 15th November 2026, and the AAA process would be completed by 20th November 2026. The AQAR for the session 2025–26 would be completed by 15th December 2026.

All concerned in-charges were instructed to maintain and preserve their respective data and supporting documents. A centralized record of the relevant information would be maintained by Ms. Himanshi Jain via separate mail id.

The meeting concluded with instructions to all concerned members to complete their assigned responsibilities within the stipulated timelines.

Approved by

Principal
Adarsh Mahila Mahavidyalaya,
Bhiwani