



दिल्ली कॉलेज ऑफ आर्ट्स एण्ड कॉमर्स

**DELHI COLLEGE OF ARTS & COMMERCE**

(दिल्ली विश्वविद्यालय)

(University of Delhi)

नेताजी नगर, नई दिल्ली - ११००२३

Netaji Nagar, New Delhi - 110023

## **MINUTES**

A meeting of Internal Quality Assurance Cell (IQAC) of the College was held on 22<sup>nd</sup> November, 2016 at 10:30 a.m. onwards in the office of the Principal.

The IQAC members took round of the college and suggested that the following facilities should be provided to the different stakeholders in the college at the earliest:-

1. Repairing of Wash Rooms-All the pipelines of the wash rooms in the old as well as new building needs to be replaced.
2. The old and new building appears to be pale from the outside and therefore the process should be initiated to paint the whole building.
3. Procurement of equipments of media lab at the earliest (Copy enclosed)
4. Procurement of item for the Computer Lab at the earliest (Copy enclosed)
5. Procurement of equipments for Gymnasium.
6. Office Automation must be initiated (Copy enclosed)
7. Requirement of Principal Office and Senior P.A Room (Copy Enclosed)
8. Library Proposals:
  - a) Extending the capacity of Property Counter upto 120 Nos.
  - b) Procuring 03 computer OPAC Cabinet for accessing online public access catalogue for library publication.
  - c) Computer chairs for the Staff-06 Nos.
  - d) Making new counter for circulation section.
9. Staff Council Proposals (Copy enclosed)
  - a) To install projectors in all the classrooms with technical helper.
  - b) Software should be updated for the Skill Enhancement Papers.



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- c) All the seminar rooms (New Seminar Room, Committee Room next to the principal's office and the old Committee room, near the Staff room) should be well furnished with A.C.'s Chairs, Projectors and Audio systems.
- d) New writing boards with markers and podium should be provided in the classrooms.
- 10. Repairing of the Canteen.
- 11. CCTV Cameras – Procurement of 30 new CCTV Cameras and place the contract (for Annual Maintenance Contract for the existing CCTVs
- 12. Extending assistance to students of weaker sections
  - a) Book Bank
  - b) Fee Concession

The meeting ended with a decision to forward the minutes of this meeting to the Competent Authority and this request to get the above work done.

**S.K. Pandey**  
Convenor- NAAC Committee

**Dr. Rajiv Chopra**  
OSD-Principal and Chairperson-IQAC