MAHARANA PRATAP COLLEGE FOR WOMEN, DABWALI

Internal Quality Assurance Cell (IQAC)

NOTICE

Date: 03.07.2025

A meeting of the Internal Quality Assurance Cell (IQAC) will be held on 05.07.2025 at 11:00 a.m. in the Conference Hall to discuss important academic and administrative matters related to the commencement of the new academic session 2025-26. All IQAC members are requested to attend the meeting positively.

AGENDA

- Review of the admission process for the academic session.
- Commencement of the new academic session with Akhand Ramayana Path.
- Planning and organization of the Student Induction Programme.
- Preparation of the calendar for the commemoration of important national, international and institutional days/functions.
- Planning for the smooth conduct of the interview for the post of Principal.

Officiating Principal
Mrs. Anju Bala

Officiating Principal
P.G. College for Women
Mandi Dabwali (Sirsa)

3.7.2025

IQAC Coordinator
Dr. Garima

3/7/25

Members of IQAC

MINUTES OF THE MEETING

Date of Meeting: 05.07.2025

An IQAC meeting was held on 05.07.2025 under the chairpersonship of Mrs. Anju Bala, Officiating Principal.

Members Present:

Mrs. Anju Bala (Officiating Principal)

Dr. Garima (IQAC Coordinator)

Mrs. Anu Garg

Mrs. Poonam Babbar

Dr. Padma Barreto

Mrs. Pooja

Dr. Nirmala

Dr. Suman Pahuja

Dr. Suman Devi

Dr. Manjeet

Dr. Usha

Mrs. Priyanka

- The meeting commenced with a welcome address and presentation of Action taken report of previous meeting by Dr. Garima, IQAC Coordinator. The agenda items were discussed in detail, and the following decisions were taken:
- Admission Process: The committee reviewed the admission process and resolved that admission-related counselling and students' support would continue until the completion of admissions.
- Akhand Ramayana Path: It was unanimously decided that the new academic session would commence with Akhand Ramayana Path to seek divine blessings for the institution, students and staff.
- Student Induction Programme: The committee discussed the schedule and content of the induction programme. It was decided to organise orientation sessions introducing

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students to the college rules, academic regulations, facilities, co-curricular activities and support services

- Commemoration of Important Days and Functions: The IQAC resolved to prepare an annual activity calendar for the celebration of important national, international and institutional events with responsibilities to be assigned to different departments.
- Interview for the Post of Principal: The committee reviewed the arrangements for the interview process and resolved to ensure proper coordination, documentation and hospitality for the smooth and transparent conduct of the interview.
- The meeting concluded with a vote of thanks to the Chair.

Anju Bala 15/07/25

Officiating Principal
Govt. College for Women
Mandi Dabwali (Sirsa)

Officiating Principal
Mrs. Anju Bala

Garima 15/7/25

IQAC Coordinator
Dr. Garima

Members of IQAC

Manjit

Nirmala Rani

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ACTION TAKEN REPORT OF THE MEETING HELD ON 05.07.2025

- The admission committee continued the admission process in a systematic and transparent manner. Faculty members were assigned counseling duties to facilitate admissions and provide guidance to prospective students.
- Necessary arrangements were made for the successful organisation of the Akhand Ramayana Path to mark the auspicious commencement of the new academic session. The Ramayana Path was organized from 04.08.2025 to 05.08.2025.
- Students induction programme was organized successfully. Faculty members made newly admitted students acquainted with the academic environment, institutional policies, facilities and student support services.
- An academic Calendar as per CDLU, Sirsa guidelines was prepared for the celebration of important national, international, and institutional days and functions. Departments were allocated responsibilities for organizing the respective activities throughout the academic session.
- All administrative and logistical arrangements including venue preparation, documentation, hospitality, and coordination were completed to ensure the smooth and transparent conduct of the interview for the post of Principal on dated 19.08.2025.

Anju Bala 8/9/25

Officiating Principal
M.P College for Women
Mandi Dabwali (Sirsa)

Officiating Principal

Mrs. Anju Bala

IQAC Coordinator 8/9/25

Dr. Garima

Members of IQAC

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MAHARANA PRATAP COLLEGE FOR WOMEN, DABWALI

Internal Quality Assurance Cell (IQAC)

NOTICE

Date: 27 October 2025

All the Internal Members of the Internal Quality Assurance Cell (IQAC) are hereby informed that an IQAC meeting will be held on 28 October 2025 (Wednesday) at 11.00 a.m. in the Conference Hall.

All members are requested to attend the meeting positively and be punctual.

AGENDA

The following agenda items will be discussed:

- Quality enhancement initiatives.
- Organization of Talent Show.
- Planning of departmental academic and co-curricular activities.
- Preparation and participation in the Youth Festival to be held at Chaudhary Devi Lal University, Sirsa.
- Enhancing student participation in sports activities.
- Fostering cultural, religious and patriotic fervor in students.
- Preparation for examinations and assessment process.

27/10/2025

Principal
M.P. College (For Women)
Dr. Vanita Gupta
Principal

Garima 27/10/25

Dr. Garima
IQAC Coordinator

Members of IQAC

Manjit Bansal
Arjit Bala
Padma
Nirmal Roy
Suman
Pooja Arya

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MINUTES OF THE MEETING

Date: 28 October 2025

Time: 11.00 a.m.

Venue: Conference Hall

An IQAC meeting was held on 28 October 2025 under the chairmanship of Dr. Vanita Gupta, Principal and coordinated by Dr. Garima, IQAC Coordinator.

Members Present:

Dr. Vanita Gupta (Principal)

Dr. Garima (IQAC Coordinator)

Mrs. Anju Bala

Mrs. Anu Garg

Mrs. Poonam Babbar

Dr. Padma Barreto

Mrs. Pooja

Dr. Nirmala

Dr. Suman Pahuja

Dr. Suman Devi

Dr. Manjeet

Dr. Usha

Mrs. Priyanka

The Chairperson welcomed the members and initiated the proceedings. The agenda items were discussed and Action taken report of previous meeting was read out by Dr. Garima in detail and the following decisions were taken:

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- The committee reviewed the ongoing quality enhancement initiatives and emphasized the adoption of innovative teaching-learning practices, continuous monitoring and effective implementation of quality measures.
- It was resolved to organize a Talent Show to provide students with a platform to showcase their creative and cultural talents. All departments will encourage maximum student participation.
- Departments were advised to plan and implement their academic, co-curricular, extension and outreach activities according to the academic calendar and maintain proper documentation.
- The cell discussed preparations for participation in the Youth Festival at Chaudhary Devi Lal University, Sirsa. Practice schedules, faculty mentors and student participation were planned to ensure effective representation.
- Members emphasized increasing students' participation in sports and physical fitness activities. The Sports Department was encouraged to organize regular practice sessions and motivate students for university-level competitions.
- The Examination Committee was directed to ensure timely completion of the syllabus, smooth conduct of examinations, transparent assessment and timely submission of internal assessment marks.
- The meeting concluded with a vote of thanks to the Chair.

3/11/2025

Principal
M.P. College (For Women)
Mandi Dabwali

Dr. Vanita Gupta
Principal

3/11/25

Dr. Garima
IQAC Coordinator

Members of IQAC

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ACTION TAKEN REPORT OF THE MEETING HELD ON 28.10.2025

Based on the decisions taken in the meeting, the following actions were initiated:

- The Cultural Committee was assigned the responsibility of organizing the Talent Show and coordinating student participation and a Talent Hunt was organized on 05.09.2025.
- Faculty mentors and student teams were constituted for the Youth Festival, and regular practice sessions were scheduled.
- The Sports Department intensified coaching sessions and encouraged wider student participation in sports competitions.
- All departments ensured timely completion of the prescribed syllabus and internal assessment marks were complied and uploaded as per the university schedule.
- The college celebrated Independence Day, Van Mahotsav, Gandhi Jyanti, Karwa Chauth and Diwali with great enthusiasm, fostering patriotism, environmental consciousness, cultural heritage and a spirit of national pride among students.
- The Examination committee made necessary arrangements for the smooth conduct of examinations in accordance with the guidelines issued by CDLU, Sirsa.

20/12/2025

Principal
M.R. College (For Women)
Mandi Dabwali

Dr. Vanita Gupta
Principal

20/12/25

Dr. Garima
IQAC Coordinator

Members of IQAC

MAHARANA PRATAP COLLEGE FOR WOMEN, DABWALI

Internal Quality Assurance Cell (IQAC)

NOTICE

Date: 01.01.2026

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that a meeting of the IQAC will be held on 01.01.2026 at 11:30 a.m. in the Principal's Office to discuss and finalize the action plan for the major academic, co-curricular, and extension activities to be organized during the session.

All members are requested to attend the meeting positively.

Agenda

- Planning and preparation for the Republic Day Celebration.
- Organization of the National Seminar on Digital Wellness
- Planning of the Annual Athletic Meet.
- Preparation for the Annual Prize Distribution Function-cum-Parents' Day.
- Planning and organization of the Convocation Function.

Dr. Vanita
Principal

Principal
M.P. College (For Women)
Mandi Dabwali

Dr. Garima
IQAC Coordinator

1/1/26

Members of IQAC

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Minutes of the Meeting

Date:- 01.01.2026

Members Present:

Dr. Vanita (Principal)

Dr. Garima (IQAC Coordinator)

Mrs. Anju Bala

Mrs. Anu Garg

Mrs. Poonam Babbar

Dr. Padma Barreto

Mrs. Pooja

Dr. Nirmala

Dr. Suman Pahuja

Dr. Suman Devi

Dr. Manjeet

Dr. Usha

Mrs. Priyanka

The meeting commenced under the chairmanship of Dr Vanita, Principal. After a detailed discussion, the following decisions were taken:

- It was resolved to celebrate Republic Day with great enthusiasm. A cultural programme, patriotic performances and prize distribution for various activities were planned and responsibilities were assigned to the concerned faculty members.
- The IQAC approved the organization of a National Seminar on "Digital Wellness" on 01.03.2026 in collaboration with Maharani Jhansi Alumni Association.
- It was decided to invite eminent academicians and experts as resource persons and ensure active participation of students and faculty.

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- The committee finalized the arrangements for the Annual Athletic Meet scheduled for 25.02.2026. Various sports events, judging panels, refreshments and prize distribution were planned.
- The IQAC approved the organization of the Annual Prize Distribution Function-cum-Parents' Day on 20.03.2026. It was decided that Ch. Abhay Singh Chautala, President, Indian National Lok Dal, would grace the occasion as the Chief Guest and Ch. Aditya Devi Lal Chautala, MLA, Dabwali, would attend as the Guest of Honour. Comprehensive arrangements for the event were discussed.
- The committee resolved to organize the Convocation Function on 27.03.2026 in a grand manner. It was informed that Mr. Vivek Aggarwal, Secretary, Ministry of Culture, Government of India, would be invited as the Chief Guest. The arrangements for awarding degrees, stage management, hospitality, and cultural presentations were finalized.

The meeting concluded with a vote of thanks to the Chair.

17/01/2026

Dr. Vanita
Principal
M.P. College (For Women)
Mandi Dabwali
Principal

Dr. Garima 17/1/26
IQAC Coordinator

Members of IQAC

Action Taken Report of the meeting held on 01.01.2026

- Republic Day was celebrated successfully with patriotic fervor through cultural performances, speeches and prize distribution.
- The National Seminar on Digital Wellness was organized successfully on 01.03.2026 with eminent speakers and enthusiastic participation from students and faculty.
- The Annual Athletic Meet was conducted successfully on 25.02.2026 with student's active and enthusiastic participation in various sporting events.
- The Annual Prize Distribution Function-cum-Parents' Day was organized successfully on 20.03.2026 on a grand scale.
- The Convocation Function was held successfully on 27.03.2026 on a grand scale. Mr. Vivek Aggarwal, Secretary, Ministry of Culture, Government of India, graced the occasion as the Chief Guest and conferred degrees upon the graduating students.
- All the planned events were conducted smoothly with active participation of students, faculty members and invited dignitaries enhancing the academic and institutional profile of the college.

25/04/2026

Dr. Vanita
Principal
M.P. College (For Women)
Mandi Dabwali

Dr. Garima 25/4/26
IQAC Coordinator

Members of IQAC

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MAHARANA PRATAP COLLEGE FOR WOMEN, DABWALI

NOTICE

Date: 28.04.2026

All the members of the Internal Quality Assurance Cell (IQAC) are hereby informed that an IQAC meeting will be held on 28 April 2026 at 11:30 a.m. in the Conference Hall to discuss matters related to admissions for the upcoming academic session.

All the members are requested to attend the meeting positively and on time.

Agenda

- Admission strategies for the upcoming academic session through telephonic contact with students of various schools.
- Revision and approval of the fee structure for the academic session 2026–27.
- Registration process for admissions in the upcoming academic session.
- Provision of a Help Desk facility on the college website for admission-related queries.
- Display of admission pamphlets and flex boards at prominent locations.
- Outreach programme for motivating students in nearby towns and villages to seek admission in the college.
- Assessment and evaluation of students' academic progress.
- Preparations for the smooth conduct of University examinations of even Semester.
- Planning and monitoring of internship opportunities for students.

28/4/2026

Principal
M.P. College (For Women)
Mandi Dabwali

Dr. Vanita
Principal

Dr. Garima 28/4/26
IQAC Coordinator

Members of IQAC

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Minutes of the Meeting

Date: 28.04.2026

Time: 11:30 a.m.

Venue: Conference Hall

Members Present:

Dr. Vanita (Principal)

Dr. Garima (IQAC Coordinator)

Mrs. Anju Bala

Mrs. Anu Garg

Mrs. Poonam Babbar

Dr. Padma Barreto

Mrs. Pooja

Dr. Nirmala

Dr. Suman Pahuja

Dr. Suman Devi

Dr. Manjeet

Dr. Usha

Mrs. Priyanka

- An IQAC meeting was held on 28 April 2026 at 11:30 a.m. under the chairmanship of the Principal, Dr. Vanita. The meeting commenced with reading of action taken report of the previous meeting. After that the agenda of the present meeting was discussed and the following decisions were taken:
- It was resolved that all faculty members would contact students of various schools telephonically to provide information about the courses, facilities, scholarships and admission process of the college.
- The revised fee structure for the academic session 2026–27 was approved as follows:

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B.A. & B.Com I Year: 14,400 Rs.

B.A. & B.Com II & III Year: 13,400 Rs.

- The admission registration process was reviewed, and necessary arrangements were made to ensure smooth and timely registration of students.
- It was decided to provide an online Help Desk facility on the college website to assist prospective students and their parents regarding admissions.
- The committee approved the preparation and display of admission pamphlets and flex boards at prominent places to enhance publicity.
- Faculty members were assigned the responsibility of visiting nearby schools, towns and villages to motivate students to seek admission in the college.
- The committee discussed the need for continuous assessment and timely evaluation of students. Faculty members were advised to complete internal assessments, maintain assessment records and upload it on University portal.
- The IQAC reviewed the preparations for the forthcoming University examinations. Necessary arrangements regarding examination duties, seating plans, discipline, and other logistical requirements were planned to ensure the smooth and fair conduct of examinations.
- The committee encouraged students to participate in internship programmes after examination to enhance their practical knowledge, employability and proper conferment of degree. Departments were directed to identify suitable internship opportunities and guide students throughout the process.
- The meeting concluded with a vote of thanks to the Chair.

11/05/2026

Dr. Vanita
Principal

Principal
M.P. College (For Women)
Mandi Dabwali

Dr. Garima 11/5/26
IQAC Coordinator

Members of IQAC

Mamta
Arpi Bala
Parveen
Nirmala Ram

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Action Taken Report of the meeting held on 28.04.2026

- Faculty members were assigned schools and they began telephonic counseling of prospective students.
- The revised fee structure was implemented for the academic session 2026–27.
- The admission registration process was initiated as per the approved schedule.
- An admission Help Desk was activated on the college website to address students' queries.
- Admission pamphlets and flex boards were printed and displayed at prominent locations.
- Faculty members conducted outreach visits to nearby schools and villages to promote admissions and counsel students.
- Internal assessment was conducted as per the academic calendar, and evaluation records were maintained by all departments.
- University examinations were conducted smoothly in accordance with the guidelines issued by CDLU, Sirsa, with all necessary arrangements made by the college in the month of May and June.
- Departments guided students regarding internship opportunities and facilitated their registration and participation in relevant internship programmes.

06/07/2026

Dr. Vanita
Principal

M.P. College (For Women)
Mandi Dabwali

Dr. Garima
IQAC Coordinator

06/07/26

Members of IQAC

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