



# INTERNAL QUALITY ASSURANCE CELL (IQAC) UNITY DEGREE COLLEGE

(A Self Financing Minority Institution, Associated to University of Lucknow)



L.No. 3071-A / UDC-184/IQAC/2024

15.07.2024

IQAC

15 JULY 2024

VENUE- PRINCIPAL'S OFFICE

## AGENDA

- Preparation of the academic calendar for the session 2024-25.
- Orientation of the newly admitted students in courses of Law, Management, Education, Commerce and Arts.
- Reconstitution of Proctorial Board.
- Maintenance of Teacher's Diary.
- Planning of co-curricular activities.
- Formation of college committees.

## MINUTES OF MEETING

A meeting of IQAC was held 15<sup>th</sup> July, 2024 with the Principal as its chairperson. The minutes of the meeting are as follows:

1. Preparation of the academic calendar for the session 2024-25.
2. Nomination of the members of Proctorial board was discussed.
3. Planning of the schedule for the orientation of new students in various departments was discussed.
4. Various committees were constituted.
5. A blue print of the co-curricular activities of the upcoming session was discussed.
  - INTRA MOOT COURT COMPETITION.
  - HEARTFULLNESS ESSAY EVENT 2024.
  - CELEBRATION OF INDEPENDENCE DAY.
  - ZAFARULHASAN MEMORIAL DEBATE COMPETITION.
  - JUSTICE MURTAZA HUSAIN MEMORIAL NATIONAL MOOT COURT COMPETITION.

## REPRESENTATIVES :

Dr. Sunil Dhawan	Principal & Chairperson
Dr. Shailly Pandey	Co-ordinator <i>Shailly Pandey</i>
Ms. Asma Jawed	Member of Management Committee <i>Asma Jawed</i>
Dr. Puja Kapoor	Member <i>Puja Kapoor</i>
Dr. Tahira Akhtar	Member <i>Tahira Akhtar</i>
Mr. Ali Zaheer Rizvi	Member <i>Ali Zaheer Rizvi</i>
Dr. Asad Ali Kazmi	Member <i>Asad Ali Kazmi</i>
Dr. Zakiya Ansari	Member <i>Zakiya Ansari</i>

*Dhawan*  
Principal  
Unity Degree College  
LUCKNOW

Address : Sector B, Basant Kunj, IIM By-Pass Road, Lucknow - 226 101

Telephone : 9453078251 Mobile : 7570006104, 7570006105

Website : www.unitydegreecollege.com & E-mail : unitydegree@gmail.com





# INTERNAL QUALITY ASSURANCE CELL (IQAC) UNITY P.G. COLLEGE

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03/10/2024

## ACTION TAKEN REPORT Meeting held on July, 2024

1. Orientation Programme of newly admitted students in various courses successfully organized.
2. Successful start of the academic session from the month of August 2024.
3. Various clubs and committee were constituted .Nomination of members for various clubs was done.
4. Independence day celebrated with enthusiasm on 15 August 2024
5. Successful organization of Essay competition by the Heartfulness center from Shri Ram Chandra Mission (SRCM) 2024.
6. Successful conduct if Zafrul Hasan Memorial Debate competition on (14-09-2024)
7. Successful conduct of classes in various departments.
8. Successful completion of Jawed Murtaza Intra Moot Court Competition on 13th-14th August 2024.
9. Teachers Day was celebrated with full zeal on 5th September, 2024.
10. A Plantation Drive was successfully organized on 20th July, 2024.
11. Celebration of Kargil Diwas on 26th July, 2024.
12. Kakori Diwas was celebrated on 9th August, 2024.

1. Dr. Sunil Dhawan

Principal & Chairperson

2. Dr. Shailly Pandey

IQAC Co-ordinator

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## IQAC 03 Oct 2024 VENUE- PRINCIPAL'S OFFICE AGENDA

- Planning of the internal examination of the odd sem.
- Preparation For the Justice Murtaza Memorial Moot Court Competition(22nd to 24th Nov 2024).
- Organizing a lecture on Mental Health on the occasion of World Mental Health Day (09 Oct 2024).
- Progress of the Publication Newsletter "The Unity Mirror by Law Department.
- Purchase of Books for the library.
- Registration of students for NSS.
- Celebration of Constitution Day on 26th Nov 2024.
- Blood Donation Camp.
- Organizing a Legal Aid Camp.

### MINUTES OF MEETING

A meeting of IQAC was held on 3rd oct 2024 with the Principal as its chairperson. The minutes of the meeting are as follows-

- Planning of the internal examination of various department of the odd sem. was done.
- Organizing a lecture on Mental Health on the occasion of world Mental Health Day (9th Oct 2024) by the Psychology Dept. was discussed.
- Progress of the Justice Murtaza Husain Memorial national Moot Court Competition was discussed.
- Progress of the Publication of Newsletter "The Unity Mirror by Law Dept was discussed.
- A committee for the purchase of books for the library was formed
- Registration of student for the NSS
- Celebration of Constitution Day on 26th Nov 2024 by Cultural Club
- Organization of Blood Donation Camp by HDFC was discussed Health and Hygiene Club.
- Organization of Legal Service Day on 9th November, 2024.
- Founders Day to be celebrated on 8th December, 2024.

1. Dr. Sunil Dhawan
2. Dr. Shailly Pandey
3. Ms. Asma Jawed
4. Dr. Puja Kapoor
5. Dr. Tahira Akhtar
6. Mr. Ali Zaheer Rizvi
7. Dr. Asad Ali Kazmi
8. Mr. VP Singh,

Principal & Chairperson

Co-ordinator

Member of Management Committee

Member

Member

Member

Member

Member

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

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# INTERNAL QUALITY ASSURANCE CELL (IQAC) UNITY P.G. COLLEGE

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06/01/2025

## Action taken Report Meeting Held on 3rd Oct 2024

1. Successful conduction of the semester exams.
2. Successful organization of Justice Murtaza Husain Memorial Moot Court competition from 22nd to 24th Nov 2024.
3. Organization of lecture on the Topic time to Prioritize for Mental Health by Prof. (Dr.) Nisha Mani Pandey on 09th Oct 2024 on World Mental Health Day.
4. Newsletter "The Unity Mirror" was published in the month of Dec 2024.
5. Books purchased for the library.
6. Students were registered for 7 days NSS Camp to be organized in Feb 2025.
7. Constitution Day celebrated on 26th Nov 2024 by the Cultural Club.
8. Blood donation camp successfully organized by the Health & Hygiene Club.
9. Legal Service Day was organized on 9th November, 2024.
10. Founder's Day was celebrated on 8th December, 2024.
11. Human Rights Day was celebrated on 10th December, 2024.

1. Dr. Sunil Dhawan

Principal & Chairperson

2. Dr. Shailly Pandey

IQAC Co-ordinator

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## IIQAC 6 January 2025 Minutes of the meeting

A meeting of IQAC was held on 6th January 2025 with Principal as its chairperson. The minutes of the meeting are as follows.

1. Start of even semester classes just after examinations was discussed. Incharges were directed to frame timetables for the upcoming even semesters in all departments.
2. Preparations and progress of the upcoming Annual function Unifest 2025 by Cultural Club in the month of February was discussed.
3. Celebration of Republic Day 2025 by Cultural Club was discussed.
4. Organization of Job fair by Placement Cell in the coming months was discussed.
5. Planning for the Celebration of International Women's Day (week) was done.
6. Schedule for organizing NSS Camp was discussed.
7. Planning for organizing special lectures by all departments was done.
8. Progress of the work for the release of second issue of The Unity Mirror by the Literary Club.
9. Tentative schedule for organizing a 6 days workshop in the month of April was done was done by research and development cell.
10. Preparation for Green Audit to be held in April, 2025.

1. Dr. Sunil Dhawan

Principal & Chairperson

2. Dr. Shailly Pandey

Co-ordinator

3. Ms. Asma Jawed

Member of Management Committee

4. Dr. Puja Kapoor

Member

5. Dr. Tahira Akhtar

Member

6. Mr. Ali Zaheer Rizvi

Member

7. Dr. Asad Ali Kazmi

Member

8. Mr. VP Singh,

Member

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04/04/2025

## Action Taken Report Meeting held on 6th January, 2025

1. Successful start of even semester classes .
2. Republic Day was celebrated with full enthusiasm and zeal by the cultural club.
3. Successful organization of Unifest by the Cultural Club on February 8th and 9th 2025.
4. Organization of 7 days NSS camp from 19th February to 25th February.
5. A job fair was Successfully organised by placement cell on 28th February 2025.
6. A special lecture was organised by the Law Department on Consumer Protection in the digital age by Dheya Law on 22nd Feb 2025.
7. A weeklong celebration on International Women's Day was held in the college from 3rd to 9th March, 2025

1. Dr. Sunil Dhawan Principal & Chairperson
2. Dr. Shailly Pandey IQAC Co-ordinator

*Dhawan*  
*Shailly Pandey*

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IQAC 4th April 2025  
Minutes of the meeting

A meeting of IQAC was held on 4th April, 2025 with Principal as its chairperson. The minutes of the meeting are as follows.

A meeting of IQAC was held on 6th January 2025 with Principal as its chairperson. The minutes of the meeting are as follows.

1. Progress of the work of upcoming 6 days workshop on AI and ICT tools for next generation educators and researchers was discussed.
2. Discussed the plan for the upcoming admission session in various courses.
3. Nomination of members for the admission cell.
4. Schedule and planning of the upcoming pre University examination was discussed
5. Progress of syllabus in various courses was discussed.
6. Organizing a orientation of teachers on the use of ERP was discussed.
7. Planning for the celebration of Environmental Day and International Yoga day was done
8. Organizing an educational tour in the month of June was discussed.
9. Preparation for Green Audit.

1.	Dr. Sunil Dhawan	Principal & Chairperson	
2.	Dr. Shailly Pandey	Co-ordinator	
3.	Ms. Asma Jawed	Member of Management Committee	
4.	Dr. Puja Kapoor	Member	
5.	Dr. Tahira Akhtar	Member	
6.	Mr. Ali Zaheer Rizvi	Member	
7.	Dr. Asad Ali Kazmi	Member	
8.	Mr. VP Singh,	Member	

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12/07/2025

**Action Taken Report  
Meeting held on 4th April, 2025**

1. Successful completion of 6 Day Workshop from 21st April, 2025 to 26th April, 2025.
2. Successful completion of Green Audit and Energy Audit Certification from 23rd April to 26th April 2025.
3. Successful completion of University Examinations.
4. Successful start of Admission Cell for admissions for the session 2025-26.
5. World Environment Day was celebrated by organizing an online lecture on 5th of June, 2025.
6. International Yoga Day was celebrated on 21st June, 2025.
7. An online lecture was organized on International Olympic Day (23rd June, 2025).

1. Dr. Sunil Dhawan

Principal & Chairperson

*Sunil Dhawan*

2. Dr. Shailly Pandey

IQAC Co-ordinator

*Shailly Pandey*

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