

INSTITUTIONAL DEVELOPMENT PLAN CELL (IDPC)

MEETING AGENDA (SESSION -2026-2027)

Date: 12/09/26

Time: 11:30 Am.

Venue: Principal's Office

Members Present

Professor Poonam

Professor Farhat Tabassum

Dr. Rajyashree Mishra

Dr. Nishtha Sharma

Dr. Sandhya Dwivedi

Agenda

1. Website Updation & Maintenance:

Review and update of the institutional website with current and relevant information.

2. Prospectus Updation:

Review and revision of the College Prospectus for the session 2026-27.

3. Placement Cell – Regular Updation:

Regular compilation and updation of placement-related information and records.

4. Promotion & Promotional Data Updation:

Documentation and updation of institutional achievements and promotional activities.

5. Student Interactive Programme:

Planning and strengthening of interactive and participatory programmes for students.

6. Responsibility & Coordination:

Allocation of responsibilities and coordination for timely completion of IDP activities.

7. Action Plan 2026-27:

Preparation of a time-bound action plan with periodic review of activities.

Chairperson

Prof. (Dr.) Priyadarshini Upadhyay.

Coordinator (IDP Cell)

Dr. Rafat Khan

INSTITUTIONAL DEVELOPMENT PLAN CELL (IDPC)

MINUTES OF MEETING (SESSION- 2026-2027)

Date: 12/09/26
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Venue: Principal's Office

Members Present

Professor Poonam

Professor Farhat Tabassum

Dr. Rajyashree Mishra

Dr. Nishtha Sharma

Dr. Sandhya Dwivedi

Agenda Points and Discussions

1. Website Updation & Maintenance: The Committee discussed regular updation and maintenance of the institutional website.
2. Prospectus Updation:
The Committee discussed revision and timely finalization of the 2026-27 Prospectus.
3. Placement Cell – Regular Updation: The Committee emphasized regular updation and systematic maintenance of placement records.
4. Promotion & Promotional Data Updation: The Committee discussed proper documentation and verification of institutional promotional data.
5. Student Interactive Programme: The Committee discussed strengthening student interaction through effective and participatory programmes.
6. Responsibility & Coordination: Responsibilities for IDP activities were discussed for effective coordination and timely completion.
7. Action Plan 2026-27: The Committee discussed preparation and periodic review of a time-bound action plan.

Outcomes / Resolutions

- Website updation and maintenance will be undertaken regularly.
- The 2026-27 Prospectus will be revised and finalized.
- Placement and promotional data will be regularly updated and documented.
- Student Interactive Programmes will be strengthened.
- Responsibilities and timelines will be clearly assigned.
- The IDP Action Plan 2026-27 will be implemented and periodically reviewed.

Vote of Thanks

The meeting concluded with a vote of thanks to the Chairperson and members for their valuable suggestions and active participation.

Chairperson.

Prof. (Dr.) Priyadarshini Upadhyay.

Coordinator (IDP Cell)

Dr. Rafat Khan