

Minutes of IQAC Meeting

As per the directives of the office of DPI(C) Punjab, the monthly IQAC meeting was held on 11 January 2023 in the meeting room. The agenda of the meeting was as follows:

- Status of IQAC reports
- Internal Academic Audit to be supervised by IQAC/NAAC Coordinator
- Preparation of SSR first draft

The Principal Prof. Dr Daljit Kaur chaired the meeting and wished everyone a healthy and work-oriented New Year 2023. Dr.Surinder Kaur, IQAC Coordinator, started the meeting and apprised the house with the outcome of the previous IQAC meeting held on 03 December 2022. The progress based on the last month's initiatives is as follows:

- AQAR's of the years 2020-21 and 2021-22 have been submitted on the NAAC portal
- The departments are ready with their SWOC analysis and schedule of the internal academic audit has been posted in the college group well in time.
- Interested departments have also chalked the field as well as the educational trips or visits. Department of History took their students for a visit to War Memorial Museum.
- A proposal to hold a job fair in the college campus has been communicated to DBEE to give an impetus to the placement activities and a favourable outcome is expected.
- In Capacity building initiatives, a roster of Smart Board Class involving all the departments will be taken up in the month of January 2023.

The Coordinator further deliberated upon the following points with the members of IQAC and NAAC committees:

- All the criteria heads were asked to prepare the first draft of SSR as it has to be submitted by the end of this month.
- Internal Academic audit exercise has started and it will help to improve the quality of teaching and learning.

In the end, Principal Prof. Dr. Daljit Kaur asked the members to give suggestions for the quality initiatives that should be taken up during the even semester.

IQAC Team

Coordinator

Dr. Surinder Kaur

Members

1. Ms. Preetdevinder Kaur *Neeru*
2. Dr. Romy Kumar *Romy*
3. Mr. Parampal Singh *4002119 Pshw*

NAAC Criterion Heads

- I. Ms. Kiranjit Bal *Kiranjit Bal*
- II. Dr. Surinder Kaur *Surinder*
- III. Ms. Manjeet Kaur *Manjeet Kaur*
- IV. Mr. Sachin Kalra *Sachin Kalra*
- V. Dr. Vandana Bajaj *Vandana*
- VI. Ms. Mansi *Mansi*
- VII. Ms. Amandeep Bhatti *Amandeep Bhatti*

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11/1/23
Principal & Chairperson IQAC