

# **SRI GURU GRANTH SAHIB WORLD UNIVERSITY**

## **Fatehgarh Sahib - 140406**

Established under Punjab State Act 20 of 2008, Approved by U.G.C. under Section 22 of U.G.C. Act)

### **Internal Quality Assurance Cell**

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#### **Minutes of Meeting**

**Date: 23.10.2023**

The meeting of Internal Quality Assurance Cell was held on 23.10.2023 at 12.00 Noon. The following members were present during the meeting:

1. Prof. (Dr.) Ramesh Arora, Director, IQAC
2. Dr. Ankdeep Kaur Attwal, Coordinator, IQAC
3. Dr. Kanchan Garg, Assistant Professor, Department of Commerce & Management Member IQAC
4. Dr. Supreet Bindra, Assistant Professor, Department of Physiotherapy, Member IQAC
5. Dr. Rahul Badru, Assistant Professor, Department of Chemistry, Member IQAC
6. Dr. Harneet Billing, Assistant Professor and In-charge, Department of Education, Member IQAC
7. Dr. Nav Shagan Deep Kaur, Assistant Professor and In-charge, Department of Social Sciences, Member IQAC
8. Dr. Navneet Kaur, Assistant Professor, University School of Law, Member IQAC
9. Ms. Jaspreet Kaur, Assistant Professor, Department of English, Member IQAC

#### **AGENDA**

1. Review of Progress on Data Collection and Documentation of Criteria 2 and 3.

#### **MINUTES**

##### **Welcome**

The IQAC Director, Prof. (Dr.) Ramesh Arora, opened the meeting by welcoming all members and reiterating the primary agenda, which was to assess the progress on data collection and documentation for Criteria 2 and 3.

##### **Review of Progress on Criterion 2 (Teaching, Learning, and Evaluation)**

- The Criterion 2 team presented updates on the data collection process, including teaching methodologies, evaluation metrics, and student satisfaction surveys.
- Members discussed challenges faced, particularly in gathering data and reports on innovative teaching practices and the integration of ICT tools in classrooms.
- It was informed by the criteria In-charge that the attainment reports of the departments are also still pending.

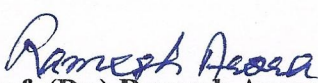
- Suggestions were made to enhance data collection by collaborating more closely with departmental heads to ensure data accuracy and completeness.
- A follow-up action was agreed upon to set up a streamlined process for monitoring evaluation methods and their impact on student learning outcomes.

#### **Review of Progress on Criterion 3 (Research, Innovations, and Extension)**

- The Criterion 3 team updated members on the documentation of faculty research, publications, and collaborations.
- It was informed in the meeting that the publications of some of the departments is still pending.
- It was noted that documentation gaps remained in certain areas, including the need for more comprehensive data on research outputs, start-ups, MoUs, and innovation activities.
- To address these gaps, it was suggested that each department assign must contact with the team of criteria 3 and provide required updates regarding the availability of data.

#### **Conclusion**

The IQAC Director advised teams to conduct a final review of collected data with their departmental heads to ensure consistency and clarity. The meeting concluded with an emphasis on collaboration and shared responsibility in the documentation process.

  
**Prof. (Dr.) Ramesh Arora**

**Director IQAC**

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