



# **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: 26.10.2023**

The meeting of Internal Quality Assurance Cell was held on 26.10.2023 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 4, 5 and 6.

### **MINUTES**

#### **Welcome**

The meeting was taken by the IQAC Director Prof. (Dr.) Ramesh Arora, who welcomed the members and asked for a brief overview of the data collected and updation related to Criteria 4, 5, and 6.

#### **Review of Data Collection for Criterion 4: Infrastructure and Learning Resources**

- Updates were presented on the status of data collected regarding infrastructure and resource facilities, including details of classrooms, laboratories, library resources, and ICT-enabled facilities.
- The team discussed any gaps in the documentation, including the need for updated records of equipment and facilities in specific departments.



- It was recommended in the meeting that departments should be informed about the proper documentation and then they will be asked to provide the complete and updated data.

#### **Review of Data Collection for Criterion 5: Student Support and Progression**

- The team reviewed the data regarding different types of scholarships awarded to the students. It was mentioned that the detailed data related to all types of scholarships should be compiled separately.
- The data regarding the placement of students of the University must be taken from the departments as well as from the Training and placement cell of the University where the centralized data of student placements has been kept.
- The data regarding the alumni engagement and activities organised by the office of Dean alumni must also be compiled and the help of the former Dean alumni should also be taken for gathering the Data.
- It has also been decided that the reports and other record of activities should be taken from the convenors of all the cells of the University which are made for maintaining the student harmony in the campus.

#### **Review of Data Collection for Criterion 6: Governance, Leadership, and Management**

- Governance structure, strategic plans, and administrative data were reviewed, with a focus on the effectiveness of the University leadership and management systems.
- The staff appraisal policies made by the University were discussed and the format for the compilation of the same was finalized.
- It was discussed in the meeting that the documents and reports related to the feedback and academic audits will be taken from the concerned office.
- It was also recommended in the meeting that the academic audit of the session 2022-2023 should also be initiated.
- It was decided that all departments will be asked to submit the details of any faculty development or any other professional development programme attended by the faculty.

#### **Conclusion**

The IQAC Director thanked everyone for their contributions and emphasized the importance of timely and accurate documentation for successful accreditation.

  
Prof. (Dr.) Ramesh Arora

Director      **Director IQAC**  
Internal Quality Assurance Cell  
Sri Guru Granth Sahib World University  
Fatehgarh Sahib