



## 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

#### Minutes of Meeting

Date: 28.03.2024

The meeting of Internal Quality Assurance Cell was held on 28.03.2024 at 3.00 PM in Syndicate room to review the status of SSR. The following members were present during the meeting:

1. Prof. (Dr.) Pritpal Singh, Vice- Chancellor, Chairman IQAC
2. Prof. (Dr.) Sukhwinder Singh Billing, Dean Academic Affairs
3. Prof. (Dr.) Ramesh Arora, Director, IQAC
4. Dr. Ankdeep Kaur Attwal, Coordinator, IQAC
5. Dr. Kanchan Garg, Assistant Professor, Department of Commerce & Management Member IQAC
6. Dr. Richa Brar, Assistant Professor, Department of Mathematics, Member SSR
7. Dr. Supreet Bindra, Assistant Professor, Department of Physiotherapy, Member IQAC
8. Dr. Rahul Badru, Assistant Professor, Department of Chemistry, Member IQAC
9. Dr. Harneet Billing, Assistant Professor and In-charge, Department of Education, Member IQAC
10. Dr. Nav Shagan Deep Kaur, Assistant Professor and In-charge, Department of Social Sciences, Member IQAC
11. Dr. Navneet Kaur, Assistant Professor, University School of Law, Member IQAC
12. Ms. Jaspreet Kaur, Assistant Professor, Department of English, Member IQAC

#### MINUTES:

- The Vice Chancellor commenced the meeting by welcoming all the attendees. He highlighted the critical role of this meeting in assessing the current status of the SSR for NAAC accreditation.
- Each criteria in charge provided the updated status of their respective criteria and it was found that almost all the data pertaining to all the criteria has been compiled and validated except few minor gaps which will be rectified soon.

- It was noted that significant progress had been achieved in data compilation and analysis. However, areas requiring additional attention were discussed, particularly in terms of documentation consistency and the presentation of evidence.
- A revised timeline was established to address the pending tasks and fill data gaps. Specific deadlines were set for each Criteria Incharge to complete their sections.
- The Dean of Academic Affairs Prof. (Dr.) S.S. Billing emphasized the importance of adhering to the revised timeline, encouraging the criteria Incharges to prioritize accuracy and completeness in their submissions.
- A consolidated action plan was developed to ensure a smooth and effective finalization of the SSR, which included Conducting a mock review of the SSR by an internal audit team to identify and rectify any discrepancies before the final submission and to review and cross-check the data for accuracy, consistency, and compliance with NAAC requirements.
- It was recommended by the Worthy Vice Chancellor that as most of the data has been compiled so now the uploading of the data on the cloud space should also be initiated so that the links of the supporting documents should be generated on time.
- The meeting ended with the vote of thanks by Director IQAC Prof. (Dr.) Ramesh Arora and by the concluding remarks of Dean academic affairs who reiterated the importance of data integrity and encouraged all the members to make any necessary revisions promptly.

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

Director IQAC

Director  
Internal Quality Assurance Cell  
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