



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: 26 April 2024

Agenda:

1. Confirmation of the Minutes of the previous meeting
2. Discussion on the Compilation of SSR for NAAC
3. Review of the various reports submitted by various committees/cells
4. Faculty Development Programmes
5. Orientation Programmes for students
6. Discussion of filing of the IIQA
7. Any other issues that arise spontaneously.


Minutes:

The meeting was attended by the following members:

1. Dr. Pritpal Singh, Vice- Chancellor
 2. Dr. Sukhwinder Singh Billing, Dean Academic Affairs
 3. Dr. Tejbir Singh, Registrar
 4. Dr. Ramesh Arora, Director - IQAC
 5. Dr. Ankdeep Kuur Attwal, Coordinator - IQAC
 6. Dr. Kanchan Garg, Member- IQAC
 7. Dr. Richa Brar, Member - Member SSR
 8. Dr. Rahul Badru, Member - IQAC
 9. Dr. Harneet Billing, Member - IQAC
 10. Dr. Navshagan Deep Kaur, Member - IQAC
 11. Dr. Jaspreet Kaur, Member - IQAC
 12. Dr. Supreet Bindra, Member – IQAC
 13. DR. Monika Airi, Member SSR
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1. The minutes of the previous meeting held on 28 March 2024 were read and confirmed.
 2. The committee discussed the progress of the Self-Study Report (SSR) for the National Assessment and Accreditation Council (NAAC).
 3. Criterion In-Charges provided an update on the current status and the pending sections.
 4. It was decided that the next deadline for the SSR submission to IQAC would be 15 May 2024.
 5. Reports from the following committees/cells were reviewed:

- a. Women Grievance Redressal Cell
 - b. Report by Eco-Club
 - c. Gender-Audit Report
6. Key findings and recommendations were discussed. It was agreed that feedback would be communicated to the respective committees/cells by the Co-ordinator, IQAC.
7. Faculty Development Programmes
8. The success of the Faculty Development Programmes (FDPs) held during the previous semester was reviewed. The FDPs to be organised in the next semester were discussed, including potential topics and dates.
9. Annual Orientation programmes for the new students were evaluated.
 - a. The following Suggestions for improvement in the coming programmes included:
 - b. Incorporate more interactive activities to engage participants and encourage active participation. This helps to create a more dynamic and memorable experience.
 - c. Implement a system for collecting feedback from participants to understand their needs and improve future programs. This ensures that the program remains relevant and continuously improves based on participant input.
10. The committee discussed the requirements and timeline for filing the Institutional Information for Quality Assessment (IIQA). Criterion In-Charges were assigned the task of ensuring all necessary documents are ready by 20 May 2024.

The meeting was adjourned with a vote of thanks.


Prof. (Dr.) Ramesh Arora

Director **Director IQAC**
Internal Quality Assurance Cell
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