



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: 18 October 2024

The meeting of Internal Quality Assurance Cell working committee was held on 18.10.2024 at 03.00 PM. The following members were present during the meeting:

Agenda:

1. Announcement of SSR prequalification for NAAC assessment.
2. Review of departmental preparedness for the Peer Team visit.
3. Submission of PowerPoint presentations by Criteria In-charges.
4. Verification of infrastructure readiness, including furniture, ICT facilities, and display flexes.

The meeting was attended by the following members:

1. Dr. Pritpal Singh, Vice- Chancellor, Chairman IQAC
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

MINUTES

1. Announcement of SSR Prequalification

- The Registrar Prof. (Dr.) Tejbir Singh informed members that the SSR had been successfully prequalified for the NAAC assessment.
- Members were congratulated for their efforts and urged to maintain momentum in preparations for the Peer Team visit.

2. Review of Departmental Preparedness

- A detailed review of departmental readiness was conducted. Departments were asked to ensure all data points, documents, and facilities are aligned with claims made in the SSR.
- Heads of Departments were instructed to conduct mock presentations and submit reports on progress.

3. **Submission of PowerPoint Presentations by Criteria In-charges**

- Criteria In-charges were directed to prepare and submit concise PowerPoint presentations summarizing their respective criteria.
- Each presentation must include key metrics, evidence, and highlights to showcase strengths.
- The IQAC will review the presentations to ensure alignment with NAAC expectations.

4. **Verification of Infrastructure Readiness**

- Members discussed the availability and readiness of infrastructure:
 - **Furniture:** Departments were instructed to confirm the availability of adequate seating and tables for Peer Team sessions and interactions.
 - **ICT Facilities:** Functional projectors, computers, and internet connectivity were prioritized for all venues involved in the visit.
 - **Display Flexes:** Departments were tasked with preparing attractive flexes highlighting achievements, vision, and unique initiatives.
- A physical inspection of these facilities was scheduled for the first week of November to ensure readiness.

The meeting concluded with a vote of thanks to the Chair and members for their cooperation and dedication to the preparation process.



Prof. (Dr.) Ramesh Arora
Director IQAC
Director
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