



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: 17 November 2024

The meeting of Internal Quality Assurance Cell working committee was held on 17.11.2024 at 11.00 am. The following members were present during the meeting:

Agenda:

1. Review of preparedness for qualitative metrics as per NAAC requirements.
2. Discussion on reports from the Mock Peer Team Visit.
3. Finalization of the next course of action and committees for the Peer Team visit.

The meeting was attended by the following members:

1. Prof. (Dr.) Pritpal Singh, Vice- Chancellor, Chairman IQAC
2. Prof. (Dr.) Sukhwinder Singh Billing, Dean Academic Affairs
3. Prof. (Dr.) Tejbir Singh, Registrar
4. Prof. (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. The meeting was chaired by Prof. (Dr.) Pritpal Singh, Hon'ble Vice-Chancellor.
2. **Review of Preparedness for Qualitative Metrics:**
 - o Each department's readiness for qualitative metrics was evaluated based on the feedback received during the Mock Peer Team Visit.
 - o Criteria In-charges presented updates on key metrics, highlighting strengths and identifying gaps that require immediate attention.
3. **Discussion on Mock Visit Reports:**
 - o A detailed analysis of the mock visit reports was presented by the IQAC team.
 - o Observations and recommendations were categorized into actionable items, and timelines for addressing them were set.

- The Vice-Chancellor and Dean Academic Affairs provided inputs on critical areas requiring strategic focus.

4. Peer Team Visit Date and Preparations:

- The meeting acknowledged the receipt of the official date for the NAAC Peer Team visit, scheduled for 11 to 13 December 2024.
- It was resolved that all pending tasks and improvements must be completed by 30 November 2024, ensuring ample time for final reviews.

5. Finalization of Committees for Peer Team Visit:

The following organising committee has been constituted for the visit

1. Dr. Ankdeep Kaur Attwal, Coordinator, IQAC
2. Dr. Kanchan Rani, Member IQAC
3. Dr. Richa Brar, Member SSR Team
4. Dr. Rahul Badru, Member IQAC
5. Dr. Harneet Billing, Member IQAC
6. Dr. Nav Shagan Deep Kaur, Member IQAC
7. Dr. Supreet Bindra, Member IQAC
8. Ms. Jaspreet Kaur, Member IQAC
9. Dr. Monika Airi, Member SSR Team

It is recommended that the above-mentioned organising committee will formulate the other committees for the smooth conduct of the visit.

6. Conclusion:

The meeting concluded with a vote of thanks by the Chair, appreciating the proactive efforts of all members in preparation for the Peer Team visit.


Prof. (Dr.) Ramesh Arora

Director IQAC

Director
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