

MINUTES OF THE 2ND IQAC MEETING HELD ON 30/03/2020

The 2nd meeting of the IQAC was held on 30/03/2020. The meeting was conducted in online mode prevailing COVID-19 conditions via the Google Meet platform. The proceedings of the meeting are placed below:

Discussions and Decisions:

1) **Welcome and Introduction:** The Chairperson IQAC, Dr. Shashi Shekhar welcomed all the members of the IQAC.

2) **Agenda of the Meeting:** The Director, IQAC, Mrs. Roshni Soni read the agenda of the meeting and requested the members for deliberation and make decisions on the same.

3) **Confirmation of the minutes of the 1st IQAC meeting held on 16/01/2020:** The members confirmed the minutes of the 1st IQAC meeting.

4) **Action taken report on the IQAC recommendation of the 1st meeting:** Director IQAC, Mrs. Roshni apprised the members about the following implementations and action taken report on the recommendations of the IQAC in its 1st meeting:

(i) All the departments of both the colleges have prepared their Academic Calendar for the Jan-Jun 2020 session by inserting the following activities as per the recommendations of the IQAC:

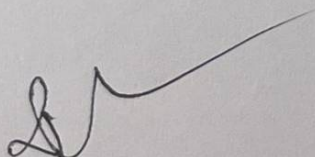
1. Conduct of outreach activities under the NSS wing.
2. Conduct of Cleanliness drive and Tree Plantation drive to promote and clean and green initiatives.
3. Conduct of regular Yoga sessions for staff and students to ensure mental and physical fitness.

(ii) All the departments of both the colleges have made it mandatory for the students to do at least one VAC course in the semester out of the following courses being offered to the students:

1. Hospitality Management, Principles and Practices
2. Green HRM
3. Introduction to Canva Design
4. Mathematics for Economics
5. Digital Marketing Techniques
6. Applied Business Calculus
7. Financial Management for IT projects

5) **Strategies for the conduct of online classes during Covid-19 lockdown and restrictions:** After due deliberation the members decided to follow the following strategies for the conduct of online classes, internal assessment and activities:

- a. Faculty should share the study material with students of the pending syllabus through Google classroom, e-mail etc.



- b. Faculty members can share the link of the lectures or lessons chosen through MOOCs, SWAYAM, Pathshala.
 - c. Faculty members can choose Google meet, Whatsapp video conferencing for taking online classes.
 - d. All activities must be conducted online and extension and outreach activities should be put on hold till further notice.
- 6) **To temporarily discontinue admissions to the BTMM program**
By looking at the COVID-19 hit market scenario and low admissions in the program Bachelor of Hotel Management, Travel and Tourism, it was proposed to temporarily discontinue admissions to this program.

Having no other point to discuss, the meeting ended with thanks to the IQAC chairperson.

Members Present:

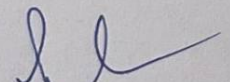
- 1. Dr Shashi Shekhar, Director, QCST & Chairperson IQAC
- 2. Mrs Roshni Soni, HOD, Applied Sc, QIFGOI & Director, IQAC
- 3. Ms Kamalpreet Kaur, HOD, Liberal Arts, QCST
- 4. Ms Vivek Singh Sangwan, HOD, Mgmt, QCST
- 5. Ms Jasbir Kaur, HOD, Comp App, QCST
- 6. Mr Jaswinder Singh, AP-CE, QIFGOI
- 7. Mr Vaneet Garg, AP-CSE, QIFGOI
- 8. Mr J. P. S. Dhaliwal, Vice Chairman, QIF
- 9. Mr Gursewak Singh, Administrative officer
- 10. Mr Ajay Sharma, Training & Placement Officer
- 11. Mr Maninder Singh, Alumni QIFGoI
- 12. Arshdeep Kaur, Alumni QCST (joined virtually)
- 13. Damanjot Singh, Student Representative

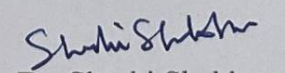
Members Absent:

- 1. Mr. Maneet Diwan, Industry Representative (Joined virtually)
- 2. Mr Rakesh Manchanda, Nominee Local Society
- 3. Aabid Hussain Mir, Student Representative

Distribution of MoM:

- 1) IQAC members
- 2) Chairman & Vice Chairmen, QIF
- 3) Director, QCST and QIFGoI
- 4) HoDs, Faculty & Staff of QCST and QIFGoI
- 5) Student Notice Board


Mrs Roshni Soni
Director, IQAC


Dr. Shashi Shekhar
Chairperson, IQAC