

Ref No: QIF/IQAC/08

Date: 12/01/2021

**MINUTES OF THE 4<sup>TH</sup> IQAC MEETING HELD ON 12/01/2021**

The fourth Internal Quality Assurance Cell meeting was held on 12/01/2021 in the Seminar Hall at 01:00 PM. Following are the proceedings of the meeting:

**Discussions and Decisions:**

**Agenda 1: To read and confirm the minutes of 3<sup>rd</sup> IQAC meeting held on 22/07/2020**

Minutes of the IQAC meeting held on 22/07/2020 were approved without any amendment.

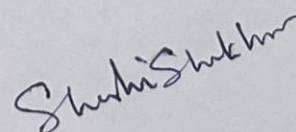
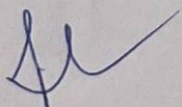
**Agenda 2: To present the action taken report on the recommendations of the 3<sup>rd</sup> IQAC meeting**

The director, IQAC presented the action taken report on the recommendation of the 3<sup>rd</sup> IQAC meeting as below:

Recommendations	Action taken and outcomes
Collaborations with foreign universities for management courses	Collaboration with the foreign universities is being explored.
Conduct of activities during Aug-Dec 2020 session	Cultural Activities and fine arts activities like singing competition and poster making competition have been conducted.
Review of the conduct of online classes	The feedback from students and faculty was taken. The online classes are being conducted smoothly.
Decrease the admission intake of program B.Tech ( Mechanical Engineering)	The management has been informed who has accepted the recommendations. In the affiliation process, the intake has been proposed to be decreased.

**Agenda 3: To decide on Eco-friendly measures to reduce consumptions of electrical energy**

It is decided that various activities should be planned to generate awareness among the staff about Eco-friendly measures. The review and audits on the status of eco-friendly measures are



taken in campus in order to reduce consumption of electrical energy. The Incandescent light bulbs and fluorescent tube-lights are to be replaced with cost effective high efficient LEDs.

**Agenda 4: Installation of CCTV cameras to enhance Campus Security**

The members deliberated and decided that more CCTV cameras should be installed at the prominent places in the campus to increase the campus security and security and safety of girls and women employees.

**Agenda 5: To review the conduct of online classes.**

The Director, IQAC apprised the members that as per the feedback of students and faculty, the online classes were conducted smoothly.

**Agenda 6: To discuss the applicability of conduct of classes in blended mode.**

In view of the relaxations in the Covid-19 restrictions, the members deliberated and decided that consent from parents and students be taken for the conduct of classes in blended mode.

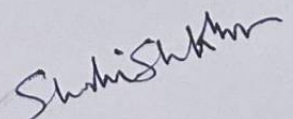
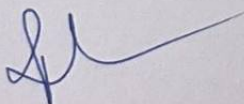
Having no other point to discuss, the meeting ended with thanks to the IQAC chairperson.

**Members Present:**

1. Dr Shashi Shekhar, Director, QCST, Chairperson
2. Mrs Roshni Soni, HOD, Applied Sc, QIFGOI, Director
3. Ms Kamalpreet Kaur, HOD, Liberal Arts, QCST, Member
4. Ms Vivek Singh Sangwan HOD, Mgmt, QCST, Member
5. Mr Jaswinder Singh, AP-CE, QIFGOI, Member
6. Mr Vaneet Garg, AP-CSE, QIFGOI, Member
7. Mr J. P. S. Dhaliwal, VC, QIF, Management Representative, Member
8. Aabid Hussain Mir, BCA 6<sup>th</sup> Sem, Member
9. Damanjot Singh, B.Tech ME 4<sup>th</sup> Sem, Member
10. Mr Gursewak Singh, Administrative officer, Member
11. Mr Rakesh Manchanda, Nominee from local Society, Member (joined online)
12. Mr Maninder Singh, B.Tech, CSE, Batch 2015, Alumni (QIFGOI), Member (joined online)

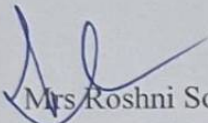
**Members Absent:**

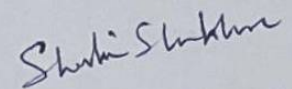
1. Ms Jasbir Kaur, HOD, Comp App, QCST Member
2. Arshdeep Kaur, BCA, Batch 2016, Alumni (QCST) Member



**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