

Ref No: QPIF/IQAC/14

Date: 07/01/2022

**MINUTES OF THE 7<sup>th</sup> IQAC MEETING HELD ON 07/01/2022**

The seventh Internal Quality Assurance Cell meeting was held on 07/01/2022 in the Seminar Hall at 11:00 AM. Following are the proceedings of the meeting:

**Discussions and Decisions:**

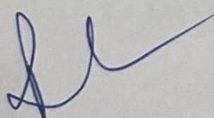
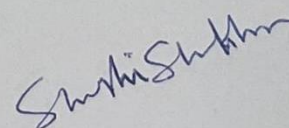
**Agenda 1: To read and confirm minutes of the 6<sup>th</sup> IQAC meeting held on 28/07/2021**

After a review, the minutes were unanimously confirmed and approved by all the members present without any modifications.

**Agenda 2: To present the action taken report on the recommendations of the 6<sup>th</sup> IQAC meeting**

The director, IQAC presented the action taken report on the recommendation of the 6<sup>th</sup> IQAC meeting as below:

Recommendations	Action taken and outcomes
Faculty development and training	Several Faculty Development Programs have been organized focusing on tools such as Google Classroom, Zoom, and content creation techniques. Peer training and in-house workshops were also held to boost digital teaching skills
Student support initiatives	Online and offline counselling sessions on mental health have been conducted. A dedicated email helpline for students has been established. Career guidance sessions and alumni interactions were held virtually.
Safety measures for upcoming session	A campus safety inspection was conducted to identify any potential risks in classrooms, lecture halls, and common areas. Notices and banners were displayed to follow safety protocols.
Conduct of extension and outreach activities	Tree Plantation drives, Cleanliness drives and awareness drives were organised.
Assessment of current status of industry internships and Memorandums of Understanding (MOUs)	To promote collaborative research and teaching, MoU has been signed with University Canada West



**Agenda 3: To review the mechanisms used for collecting and analysing student Feedback**

With physical classes being resumed post-COVID, members decided to resume the process of collecting feedback from the students. It was also decided to revise the format of Feedback form and the mechanism to collect and analyse the feedback.

**Agenda 4: Strengthening Student Support Services.**

Strategies for enhancing student support systems, particularly in the areas of academic counselling, mental health awareness, and career guidance initiatives, were deliberated upon.

**Agenda 5: To organize Annual Sports Meet**

The committee discussed plans to organise the Annual Sports Meet for the current academic year. Possible dates, venues, and event categories were proposed. It was decided to form a sub-committee to handle detailed planning and execution

**Agenda 6: Proposal to increase intake in BCA program from session 2022**

Looking into the increase in the demand of IT professionals in the mobile and computer applications, the IQAC recommended the increase in intake from 90 to 120 for BCA program from Academic session July 2022.

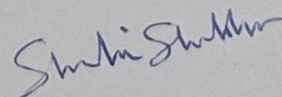
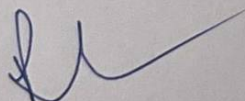
**Agenda 7: Proposal to resume and continue admissions for the BTMM program**

The COVID-19 pandemic situation has been recovered worldwide, due to which the signs of reviving the Travel and Tourism industry are seen. Considering this, the committee proposed reopening of admissions in BTMM program from the academic year 2022-23.

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. Mr Jaswinder Singh, AP-CE, QIFGOI, Member
5. Ms Jasbir Kaur, HOD, Comp App, QCST, Member
6. Mr Vaneet Garg, AP-CSE, QIFGOI, Member
7. Mr Rakesh Manchanda, Nominee from local Society, Member
8. Mr J. P. S. Dhaliwal, VC, QIF, Management Representative, Member (joined online)
1. Ms Vivek Singh Sangwan, HOD, Mgmt, QCST, Member (joined online)
2. Damanjot Singh, B.Tech ME 8th Sem Member (joined online)
3. Mr Gursewak Singh, Administrative officer, Member (joined online)



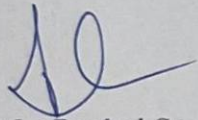


**Members Absent:**

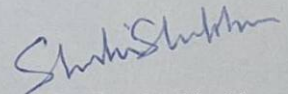
1. Arshdeep Kaur, BCA, Batch 2016, Alumni (QCST), Member
2. Mr Maninder Singh, B.Tech, CSE, Batch 2015, Alumni (QIFGOI), Member
3. Mr. Maneet Diwan, Director, PQMS Quality Services Pvt. Ltd (Industry Representative), Member
4. Mr Ajay Sharma, Training & Placement Officer, Member

**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