

Ref No: QIF/IQAC/20

Date: 06/01/2023

MINUTES OF THE 10th IQAC MEETING HELD ON 06/01/2023

The tenth Internal Quality Assurance Cell meeting was held on 06/01/2023 in the Seminar Hall at 2:00 PM. Following are the proceedings of the meeting:

Discussions and Decisions:

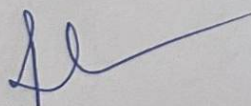
Agenda 1: To read and confirm minutes of 9th IQAC meeting held on 08/07/2022

After reviewing, 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 9th IQAC meeting

The director, IQAC presented the following action taken report on the recommendation of the 9th IQAC meeting:

Recommendations	Action taken and outcomes
Industry-Institute interaction	TPO has been assigned the duty to monitor the effectiveness of current MOUs and to increase the memberships and industry internship programs.
IKGPTU Zonal Youth Festival 2022	Dedicated practice slots and venues were allocated to participants with faculty coordinators assigned for each category. Students participated in various categories and won prizes in Literary & Cultural events
Annual Cultural Fest 2022.	A core organizing committee comprising faculty and student representatives was formed to plan and execute the event. Fest was conducted successfully on the theme "Unity in Diversity"
Plan of action of NAAC SSR preparation	Review meetings are being conducted regularly with criteria wise teams for the updates.
Activities related to Sports, cultural, CB, IPR	Inter departmental competitions, Diwali Fest, Hostel Nights, Workshops on Entrepreneurship, Start-ups, Innovations, Career Opportunities, Basics of Research Methodology, IP Awareness Training and many more have been conducted.
Analysis of students feedback	Action plan recommended by IQAC, Analysis was shared with the departments. Actions recommended by IQAC have been implemented by the department.
Closure of the BTMM and M.Sc (CS) academic programs	The management has accepted the proposal. In the University affiliation process, these branches have been proposed to be closed.




Agenda 3: To review the preparation of SSR for NAAC

- I. The current status of the Self-Study Report (SSR) preparation was reviewed.
- II. Criterion-wise progress updates were presented by the respective coordinators.
- III. It was decided to expedite data collection, documentation of best practices, and verification of supporting evidence.

Agenda 4: To discuss about increasing the extension activities useful to nearby areas

- I. It was agreed to enhance community engagement through more extension programs like health camps, awareness drives, and educational outreach.
- II. Departments were encouraged to propose activities aligned with local needs.

Agenda 5: To discuss the academic calendar and upcoming activities.

All the departments were instructed to ensure that all the students and staff are well informed about the academic calendar and upcoming academic and extracurricular activities.

Agenda 6: To encourage faculty to engage themselves in research activities.

The importance of promoting a research culture among faculty members was discussed. It was decided to encourage faculty members to apply for funded research projects and publish in reputed journals. Emphasis was placed on increasing the number of quality research publications and securing external research funding.

Agenda 6: To review the status of eco-friendly measures to reduce consumption of electrical energy.

The committee reviewed the current implementation of eco-friendly practices aimed at reducing electricity consumption on campus. Existing measures such as the use of LED lighting, and awareness campaigns were assessed. The need for further improvements and regular monitoring was emphasized.

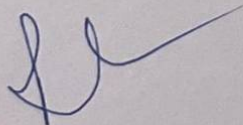
Agenda 7: To analyse student feedback for the academic session July-Dec 2022.

The IQAC analysed the feedback data of the students for the session July-Dec 2022 and recommended the action plan on the weak areas for the implementations of the departments.

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

Members Present:

1. Dr. Aarti Mahajan, Director, QCST, Chairperson
2. Mrs Roshni Soni, HOD, Applied Sc, QIFGOI, Director



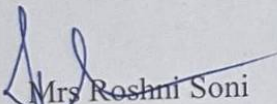
3. Ms Krishma Sood, HOD, Liberal Arts, QCST, Member
4. Ms Vivek Singh Sangwan, HOD, Mgmt, QCST, Member
5. Ms Mehak Mahajan, HOD, Comp App, QCST, Member
6. Mr Akash Doomra, HOD, ME, QIFGOI, Member
7. Ms Naveep Kaur, AP, CSE, QIFGOI, Member
8. Mr J. P. S. Dhaliwal, VC, QIF, Management Representative, Member
9. Mr Gursewak Singh, Administrative officer, Member
10. Mr Rakesh Manchanda, Nominee from local Society, Member (Joined Online)
11. Arshdeep Kaur, BCA Batch 2016, Alumni (QCST), Member
12. Mr Ajay Sharma, Training & Placement Officer, Member
13. Damanjot Singh, B.Tech, ME 6th Sem, Member
14. Sidharth Kumar Pandey, BBA 4th Sem, Member

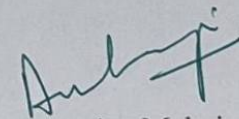
Members absent:

1. Mr. Maneet Diwan, Director, PQMS Quality Services Pvt. Ltd (Industry Representative), Member
2. Mr Maninder Singh, B.Tech CSE, Batch 2015, Alumni (QIFGOI), 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. Aarti Mahajan
Chairperson, IQAC