

Ref No: QIF/IQAC/28

Date: 22/04/2024

MINUTES OF THE 14th IQAC MEETING HELD ON 22/04/2024

The 14th Internal Quality Assurance Cell meeting was held on 22/04/2024 in the Seminar Hall at 1:00 PM. Following are the proceedings of the meeting:

Discussions and Decisions:

Agenda 1: To read and confirm the minutes of 13th IQAC meeting held on 08/01/2024.

After reviewing, the minutes of the 13th IQAC meeting were unanimously confirmed and approved by all the members present without any modifications.

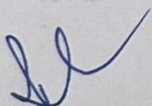
Agenda 2: To present the action taken report on the recommendations of the 13th IQAC meeting.

The director, IQAC presented the action taken report on the recommendation of the 13th IQAC meeting as below:

Recommendations	Action taken and outcomes
Organize Annual Sports Meet	The Annual Sports Meet was successfully organized, with active participation from the students of both the colleges across departments in various events.
Increase the extension activities useful to nearby areas	Plans were formulated to enhance outreach programs. New extension activities focusing on community health and education were implemented. Awareness rallies were conducted on substance abuse, Dengue, AIDS, and Traffic rules.
Activities to be conducted in Jan – June 2024 Session	Schedule of academic, co-curricular, and outreach activities was prepared and circulated for the Jan–June 2024 session.
Analysis of students feedback for the July–Dec 2023 session	Feedback collected from students for the July–Dec 2023 session was analyzed. Action plans for addressing identified concerns were shared with respective departments.

Agenda 3: To review the status of Eco-friendly measures to reduce consumption of electrical energy.

The committee reviewed proposed initiatives to promote sustainability and enhance the institution's commitment to green practices. It was unanimously approved to proceed with the **installation of solar panels** on the campus rooftops to increase the use of renewable energy and reduce dependence on conventional power sources. Necessary directions to the estate office and the administrative team to given for exploring the vendors and initiate the procurement and installation process as per the approved budget.



Agenda 4: To review the academic performance of the students.

Systematic evaluation of students' academic performance in mid semester test was done. Departments were instructed to do the categorization of the students as per their performance and do the necessary steps to improve their performance. The importance of providing academic support for slow learners was emphasized. The committee recommended implementing remedial classes, peer mentoring, and academic counseling sessions.

Agenda 5: To continue the Industry-Institute interaction through memberships and MOU's

Existing MoUs were reviewed, and it was proposed to renew those nearing expiry and explore new ones with emerging industry partners. The meeting emphasized the need to engage with more reputed industries and sector-specific organizations for collaborative activities such as internships, industrial visits, guest lectures, live projects, and joint research.

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

Members Present:

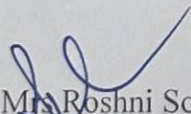
1. Dr. Aarti Mahajan, Director, QCST, Chairperson
2. Mrs Roshni Soni, HOD, Applied Sc, QIFGOI, Director
3. Mr Akash Doomra, HOD, ME, QIFGOI, Member
4. Ms Naveep Kaur, AP, CSE, QIFGOI, Member
5. Mr J. P. S. Dhaliwal, VC, QIF, Management Representative, Member
6. Mr. Maneet Diwan, Director, PQMS Quality Services Pvt. Ltd (Industry Representative), Member (Joined Online)
7. Ms Krishma Sood, HOD, Liberal Arts, QCST, Member
8. Ms Mehak Mahajan, HOD, Comp App, QCST, Member
9. Mr Ajay Sharma, Training & Placement Officer, Member
10. Mr Rakesh Manchanda, Nominee from local Society, Member (Joined Online)
11. Mr Gursewak Singh, Administrative officer, Member

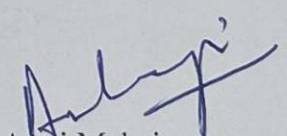
Members absent:

1. Arshdeep Kaur, BCA Batch 2016, Alumni (QCST), 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, QGI and QIFGoI
4. HoDs, Faculty & Staff of QGI and QIFGoI
5. Student Notice Board


Mrs Roshni Soni
Director, IQAC


Dr. Aarti Mahajan
Chairperson, IQAC