

**Agenda: IQAC Meeting (November 20, 2023)**

**Item – 1**

**Presentation of the Minutes of the IQAC Meeting held on March 21, 2023 and Action Taken Report thereof.**

**Item – 2**

**NAAC Grade sheet to be discussed in detail. The Criteria, in which the points secured are less, will be discussed to find the reasons thereof.**

**Item – 3**

**Detailed discussion related to Student Progression and problems related to data collection and proofs to be discussed.**

**Item –4**

**Need to conduct more Skill Development Programmes as per the requirement of NEP-2020.**

**Item – 5**

**Issues related to Student Support eg. scholarships/freeships/fee-concession.**

**Item – 6**

**Any Other Item with the Permission of the Chair**



## **Minutes of the Meeting**

A meeting of IQAC Coordinators, NAAC Core Committee, and Profile and Criteria Heads, Registrar and Bursar was held on November 20, 2023 at 12:00 noon in the office of the Principal.

### **Item – 1: Presentation of the Minutes of the IQAC Meeting held on March 21, 2023 and Action Taken Report thereof.**

Proceedings of the IQAC meeting dated March 21, 2023 were read and adopted

### **Item – 2: NAAC Grade sheet to be discussed in detail. The Criteria in which the points secured are less, will be discussed to find the reasons thereof.**

#### **Discussion**

The criterion heads were asked to go through the questions and answers and data submitted once again for a proper understanding of the marks allotted.

Members of the faculty were encouraged to take an active part in designing curriculum and also apply for different academic bodies of Panjab University, Chandigarh

#### **Action Taken**

Detailed discussion on the Peer Team Report and Metric-wise Grade Sheet was held by the members. The IQAC members and Criterion heads identified

### **Item – 3: Detailed discussion related to Student Progression and problems related to data collection and proofs to be discussed.**

#### **Discussion**

Members informed the House that students were reluctant to share their IDs and NAAC considers only those as a part of progression where IDs are attached.

The Student Progression Committee was asked to look into the data collection form again and revise the questions if required. Members were also asked to approach students personally for the requisite data.

#### **Action Taken**

The Student Progression Committee has revised the form to ensure that the students gave the required information.

### **Item – 4: Need to conduct more Skill Development Programmes as per the requirement of NEP-2020.**

#### **Discussion**

The Heads of the PG Departments were asked to hold workshops in different skills – soft skills, communication skills, research skills etc. They were also asked to design skill oriented courses and

send the same to their respective Board of Studies so that they are included in Panjab University basket of courses under NEP.

**Action Taken**

Members of the Faculty started the process of designing skill oriented courses as members of Board of Studies/special invitees.

**Item – 5: Issues related to Student Support eg. scholarships/freeships/fee-concession.**

**Discussion**

Discussion to increase the number of scholarships/freeships was taken. It was also felt that it must be as per the requirements of NAAC and NIRF.

It was resolved that a separate meeting of Scholarship Committee would be held to look into the matter as per the requirements of NAAC and NIRF.

**Action Taken**

Meetings of the Scholarship Committee was held and after discussions and deliberations the Committee has revised the Scholarship Policy

  
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