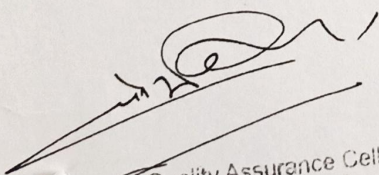


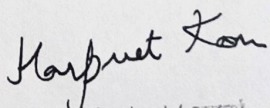
Minutes of the Internal Quality Assurance meeting 22-7-2022

A meeting of the internal members of IQAC was held on 22-7-2022 in Mata Gujri Hall of the College. The following matters were discussed:

1. The Principal, Prof. Harpreet Kaur, lauded the work done by IQAC and exhorted them to continue their consistent efforts towards getting the process of accreditation completed.
2. She stated that the quantitative metrics had already been assessed and the College was now working hard for the assessment of the qualitative metrics.
3. Dr. Lokesh Kumar Gupta, Coordinator IQAC asked the Criteria heads to prepare a PPT of their respective criterion.
4. Criteria in charges were also asked to keep all proofs in folders for ready reference of the team.
5. A committee was constituted to for checking and placement of banners, backdrops and posters. The following are its members:
 - Ms. Neetu Sharma
 - Dr. Moitri
 - Dr. Priyadarshini Bhattacharya
 - Ms. Varsha
6. Another committee was constituted to supervise the filing work of Administration and Accounts. The following are its members:
 - Dr. Aarti Mathur
 - Dr. Ishpreet Viridi
 - Ms. Swati
7. Dr. Gupta informed the House that the Discipline Committee and Proctorial Board would be in charge of maintaining discipline during the two -day visit.

The meeting came to an end with a vote of thanks to the Chair.

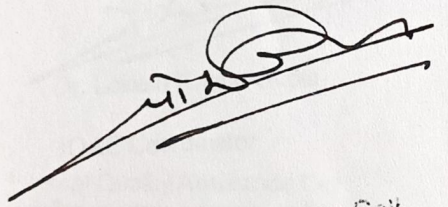

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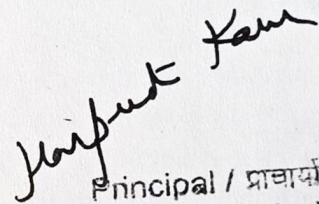
Meeting of IQAC with Alumni Committee 22-7-2022

A meeting of the IQAC with the Alumni Committee was held on 22-7-2022 in Mata Gujri Hall of the College. The following matters were discussed:

1. Dr. Pooja Jaggi, Convener, Alumni Committee requested the TICs to provide names of Alumnae who would be present for interaction with the Peer Team at the earliest.
2. Dr. Lokesh Gupta, Coordinator IQAC suggested that the activities conducted by the Alumni and contributions made by them should be highlighted during the interaction.
3. List of office bearers should be prepared for ready reference of the team.
4. Contributions made by Alumni for their departments should be showcased.



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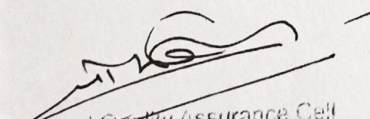
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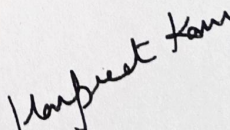
Meeting of IQAC with Teacher In Charges 22-7-2022

A meeting of the TICs with IQAC was held on 22-7-2022 in Mata Gujri Hall of the College. The following matters were discussed:

1. The Principal, Prof. Harpreet Kaur informed the House that the NAAC Peer Team Visit was scheduled for August 4th and 5th 2022 and the College was preparing for the same.
2. The TICs were asked to submit two hard copies of their Department PPT and two copies of the summary slide to IQAC.
3. Dr. Lokesh Kumar Gupta, Coordinator IQAC stated that the TICs had to follow certain guidelines regarding the PPTs:
 - (a) PPTs should not be read out.
 - (b) No personal introduction of the presenter was necessary.
 - (c) Presentation should be crisp.
 - (d) Decorum to be maintained by the attendees during the presentation.
 - (e) Years not to be mentioned in the presentation.
 - (f) Names of faculty who are BoS members, Ph.D. guides and paper setters to be highlighted in the presentation.
4. Dr. Gupta further stated that Departments would be provided with standees to get their venues ready for the presentation.
5. It was pointed out that discipline should be maintained during the Peer Team Visit and students should not loiter in the corridors or be found sitting in empty classrooms.
6. Dr. Gupta further stated that Student Interaction and Alumni Interaction were important and both students and Alumni should be briefed in advance about the same.
7. Prof. Kaur informed the House that dress code for both teaching and non-teaching staff would be formal.

The meeting came to an end with a Vote of thanks to the Chair.


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