

 NAAC Grade 'A' 3rd Cycle under Autonomous Category Autonomous College (Since 2014) Certified by UGC	Minutes of Meeting	Internal Quality Assurance Cell (IQAC)
	Ref. No. AGC/IQAC/066 Date- 20/08/2026	

Meeting Date & Time	20 th August 2026 3:30 - 4:10 pm	Meeting Location	MB 201, 1 st Floor, Main building
Minutes Drafted Date	20 th August 2026	Meeting Chair	Er. Gurveen Kaur Prof. Incharge (IQAC)
MoM Drafted by	Ms. Pardeep Kaur	Meeting Title	IQAC Meeting

1.1 Follow up of the previous meeting minutes.

- The action items from the last meeting were reviewed.

1.2 Discussion on the Metric 1.3.1- Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability and other value framework enshrined in Sustainable Development Goals and National Education Policy – 2020 into the Curriculum.

A detailed discussion was held on the metric and the sample templates attached thereto. The same were shared with all IQAC Coordinators, who were instructed to prepare and compile the requisite data for their respective departments for the period 2021–2026.

1.3 Discussion on the Metric 2.3.1- Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experience and teachers use ICT- enabled tools including online resources for effective teaching and learning process.

A comprehensive discussion was conducted on the concerned metric and the sample templates provided. The templates and relevant guidelines were shared with all IQAC Coordinators, who were assigned the responsibility of compiling the required data for their respective departments for the period 2021–2026.

1.4 Discussion on the Metric 2.3.3- Preparation and adherence of Academic Calendar and Teaching plans by the institution.

The IQAC Coordinators will compile and submit the required data for the concerned metric for the period 2021–2026, based on the following documents and supporting evidence:

- Academic Calendar issued by the Dean Academic Office.
- Relevant notices and circulars related to academic activities.
- Date sheets for Sessional Examinations, Internal Upgradation Tests (IUT), and Internal Reappear Examinations.
- Sample assignment question sheets.
- Sample Mid-Semester Test (MST) question papers.
- Instructional Plans (IPs) indicating syllabus coverage (sample copies).
- Minutes of Meetings (MoM) of the Academic Committees/Boards as evidence of the approval and implementation of the Academic Calendar.
- End-Semester Examination (ESE) date sheets.

 AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3rd Cycle Autonomous College under Autonomous Category (Since 2014) Co-located by UGC	Minutes of Meeting Ref. No. AGC/IQAC/066 Date- 20/08/2026	Internal Quality Assurance Cell (IQAC)
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1.5 Review of the M.Tech thesis prerequisites.

The members discussed measures to strengthen the quality, originality, and research outcomes of M.Tech Thesis/Dissertation work. After detailed deliberation, the following points were proposed:

- Each M.Tech student shall be encouraged/required to publish at least two research papers in Scopus-indexed journals based on the research work carried out as part of the thesis/dissertation.
- The student shall be considered eligible for successful completion/qualification of the dissertation only after fulfilling the prescribed research publication requirements.
- The M.Tech Thesis/Dissertation report shall maintain a Similarity Index of less than 15% and shall comply with the institution's prescribed requirements regarding AI-generated content and plagiarism.
- A supporting Turnitin plagiarism/similarity report shall be submitted along with the thesis before the student is permitted to proceed for the internal presentation/evaluation.
- The concerned Thesis Supervisor shall be responsible for ensuring compliance with the prescribed research, publication, plagiarism, and similarity requirements in consultation with the R&D Office.
- The IQAC shall monitor the implementation of these measures to ensure quality enhancement and continuous improvement in postgraduate research outcomes.

1.6 Scheduling of Mentorship meeting of students 2nd year onwards.

A Mentor–Mentee Meeting for students from the 2nd year onwards will be scheduled in September for the current semester. The meetings will focus on reviewing students' academic progress, identifying concerns, providing guidance, and addressing their academic and personal development needs.

1.7 Any other agenda


 Er. Gurveen Kaur Sandhu
 Prof. Incharge (IQAC)

Cc: PA to Principal (for kind information)
 Registrar
 Deans, HODs (Teaching & Non-teaching)
 IQAC Members