 NAAC Grade "A" 3 rd Cycle Under Autonomous Category Autonomous College (Since 2014) Governed by UGC	Circular (Meeting of IQAC Coordinators)	Internal Quality Assurance Cell (IQAC)
	Ref. No. AGC/IQAC/009	

Meeting of the IQAC Coordinators has been scheduled as follows:

Date: 21st August, 2024

Time: 03:00 pm

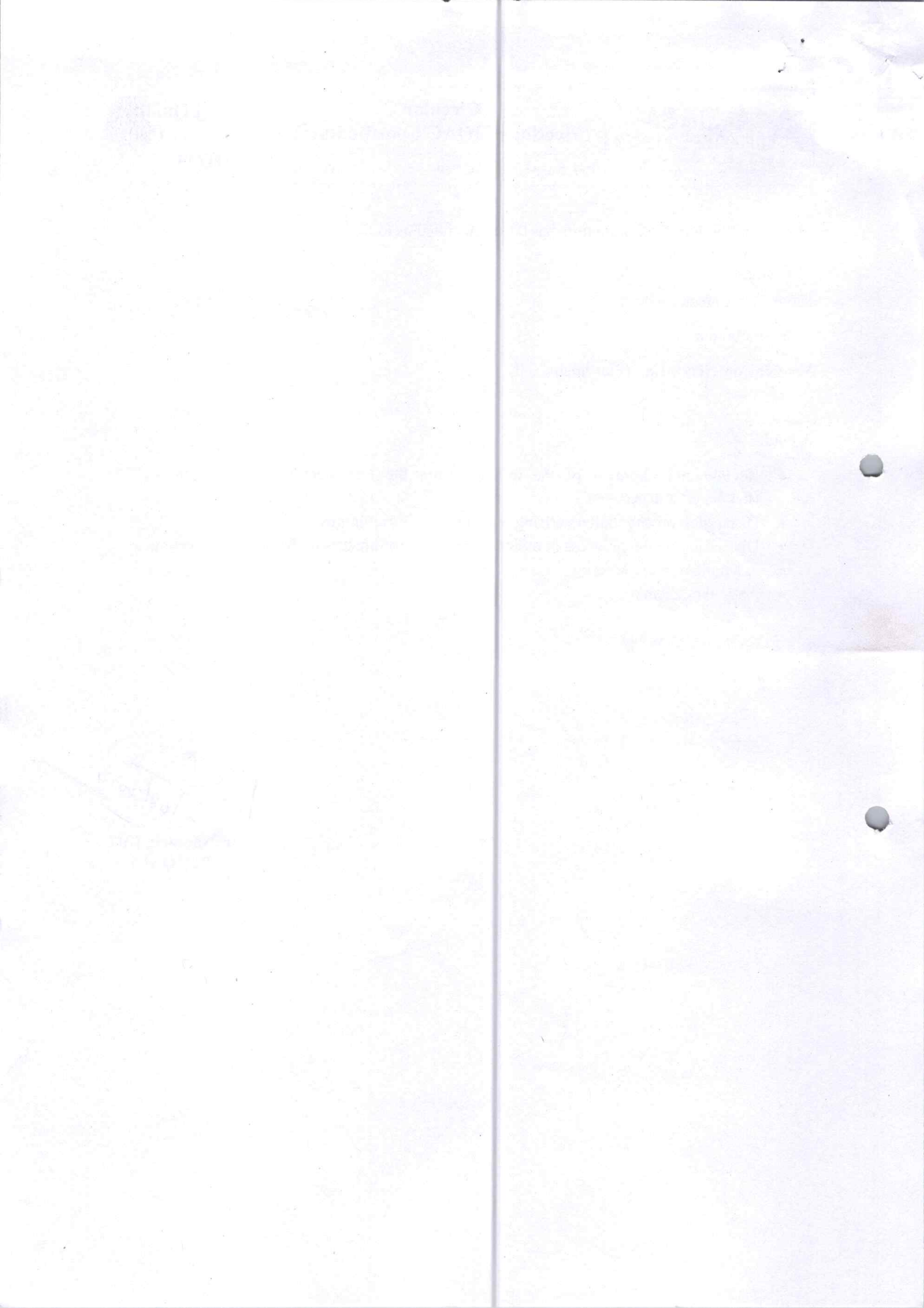
Venue: Conference Hall (Placement Cell)

Agenda:

- Review and approval of the minutes from the last meeting held on 06-08-2024. (Ref. No. AGC/IQAC/007).
- Discussion on any matters arising from the previous minutes.
- Discussion on the progress of assigned tasks to coordinators in the previous meeting.
- Schedule of Next Meeting.
- Any other agenda.


21/08/2024

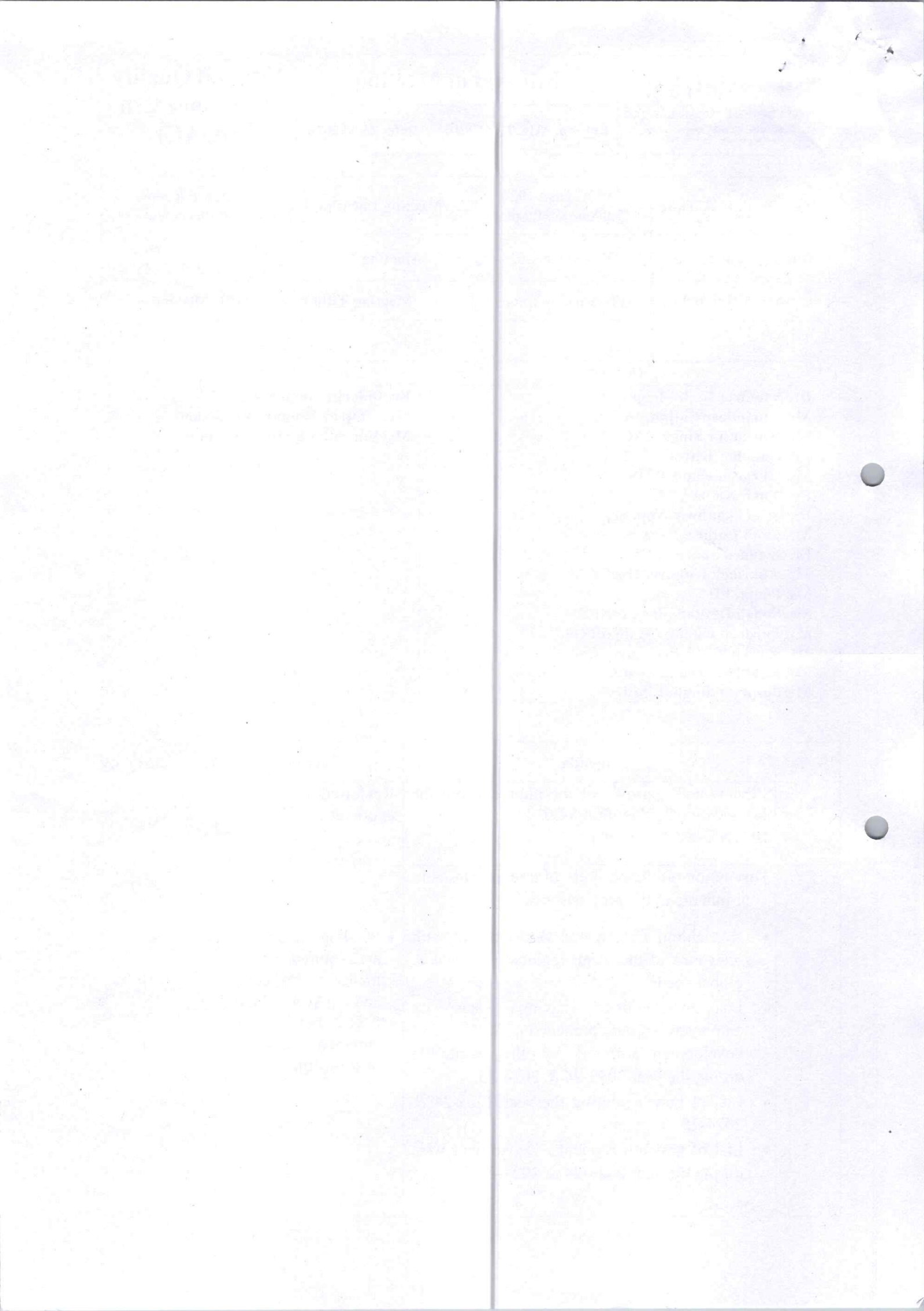
Dr. Namarta Kad
PI (IQAC)



Meeting Date & Time	21 st August, 2024 3:00 am - 4:00 pm	Meeting Location	Conference Room, Training & Placement Cell
Minutes Drafted Date	23 rd August, 2024	Meeting Chair	Dr. Namarta Kad PI (IQAC)
MoM Drafted by	Er. Amanjot Singh	Meeting Title	IQAC Meeting

Attendees	Absentees
<p>Dr. Namarta Kad, PI(IQAC) Mr. Amandeep Sajjan, IAC Mr. Karambir Singh, IAC Er. Tejinder Sharma, CSE Ms. Gurveen Kaur, DMS Er. Bimal Kumar, EE Dr. Neha Wadhwa, App. Sc. Mr. Sahil Luthra, DCA Er. Sandeep Sharma, CE Mr. Abhishek Kundra, HMCT Ms. Pooja, FD Ms. Sonali Devgan, Para-Med.Sc. Mr. Pardeep Kumar, Main office Ms. Avleen Kaur, Placement Cell Mr. Rahul Sharma, Examination branch Mr. Jaspreet Singh, Library</p>	<p>Er. Inderjit Singh Sodhi, ME Mr. Sanjeev Kumar, Admissions Ms. Vanshika Bhatia, Pharmacy</p>

S. No.	Agenda	Decision	Responsibility
1.1	Review and approval of the minutes from the last meeting held on 06-08-2024. (Ref. No. AGC/IQAC/007).	Reviewed and approved	-
1.2	<p>Discussion on the progress of assigned tasks to coordinators in the previous meeting.</p> <ul style="list-style-type: none"> Curriculum Design and Development with relevance to the local, regional, national & global needs. List of courses having focus on employability/entrepreneurship/skill development offered by the institution during the year 2023-24 & 2024-25. List of Faculty during the year 2023-24 & 2024-25 List of On-Roll Students, Department wise during the year 2023-24 & 2024-25 	<ul style="list-style-type: none"> Pending documents are required to be E-mailed to Inspection and Accreditation Cell before the commencement of next meeting. 	All IQAC Coordinators

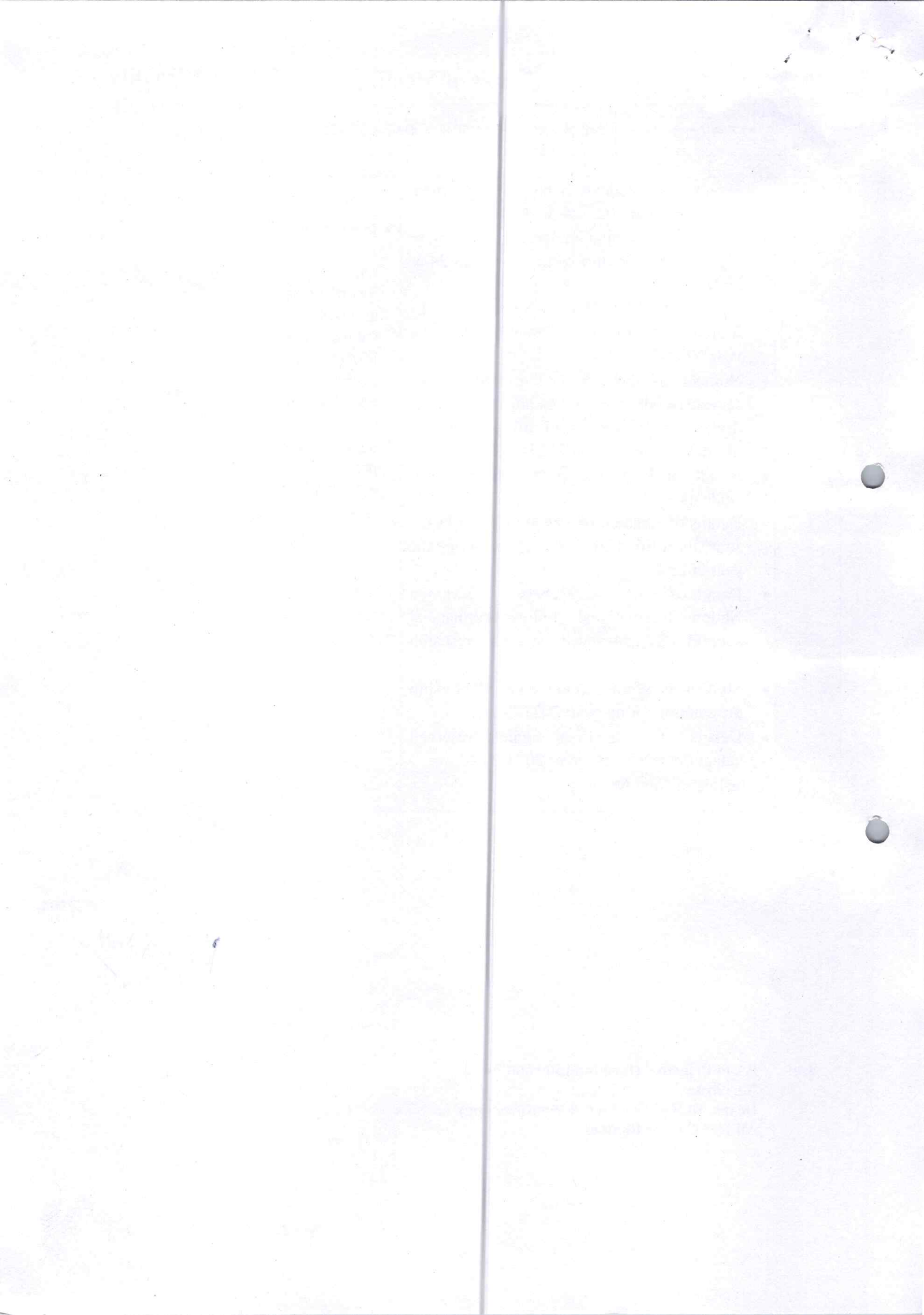


	<ul style="list-style-type: none"> • Number of students who got placement during the year 2023-24 & 2024-25 • Number of outgoing students progressing to higher education during the year 2023-24 & 2024-25. • Record of Titles, Books, Journals and E-Journals subscription. (List/Number) till the year 2023-24. • Number of days from the date of last semester-end/ year- end examination till the declaration of results of all programmes offered during the year 2023-24 & 2024-25. • Result analysis i.e. pass percentage of students • Details of research papers per teacher in the Journals notified on UGC website during the year 2023-24 • Details of teachers awarded National/International fellowship/financial support for advanced studies/ research during the year 2023-24 • Student-mentor allocation under Mentorship programme for the year 2023-24. • Details of seats filled against reserved categories during the year 2023-24. 	<ul style="list-style-type: none"> • Inspection and Accreditation Cell is required to prepare record of documents assigned and submitted by all IQAC coordinators from various teaching and non-teaching departments and present that record in next meeting. 	
1.3	Schedule of Next Meeting.	02-09-2024	

[Handwritten Signature]
23/8/24

Dr. Namarta Kad
PI (IQAC)

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



Date : 21-08-2024

S. No.	Name of Coordinator	Designation	Department	Contact No.	Signature
1	Er. Tejinder Sharma	Associate Professor	CSE	9878717667	
2	Er. Bimal Kumar	Associate Professor	EE	9815511810	
3	Er. Inderjit Singh Sodhi	Associate Professor	ME	8146114441	X
4	Er. Sandeep Sharma	Assistant Professor	CE	9115602123	
5	Dr. Neha Wadhwa	Associate Professor	Appl. Sc.	9855234200	
6	Ms. Gurveen Kaur	Assistant Professor	DMS	9501117076	
7	Mr. Sahil Luthra	Assistant Professor	DCA	8558986286	
8	Mr. Abhishek Kundra	Assistant Professor	HMCT	9781448479	
9	Ms. Pooja	Assistant Professor	FD	79860 27204	
10	Ms. Vanshika Bhatia	Assistant Professor	Pharmacy	8847300144	X
11	Ms. Sonali Devgan	Assistant Professor	Pharmacy	7399860006	
12	Mr. Pardeep ^{Sharma} Kumar	Supdt. Registrar	Registrar office	9501331381	
13	Ms. Shruti Prashar	Asstt. Placement Officer	Placement Cell	8196900399	
14	Mr. Rahul Sharma	Deputy CoE	Examination Cell	9988964304	
15	Mr. Jaspreet Singh	Librarian	Central Library	9988000855	
16	Mr. Sanjeev Kumar	Manager Campus relation	Admission Cell	9988006660	X
17	Mr. Amandeep Sajjan	Assistant Registrar Head, IAC	IAC Cell	9878389014	
18	Mr. Karambir Singh	D.R. (Admin)	IAC Cell	9780483737	

21/8/24
Dr. Namarta Kad
IQAC (PI)

Handwritten notes in the left margin, including the word "INDEX" and other illegible scribbles.

