

Minutes of meeting

Session 2021-2022

During session 2021-22 four meetings of IQAC were held.

First meeting dated: - 15.07.2021

Meeting of IQAC was held on 15.07.2021 under the chairmanship of Principal Dr. Sangam Datta.

The main agenda of the meeting was to discuss-

1. University Semester examination of all postgraduate and undergraduate classes in online mode.
2. Evaluation and submission of awards of answer books of students by faculty members.
3. Preparations for launch of prospectus for the next academic session.
4. Admission process of new classes and ongoing classes for the coming session.

Compliance

1. Examination branch carried out the whole process of conducting online exams, evaluation of answer sheets and compiling of award lists and submission of the same to university.
2. Prospectus committee prepared the prospectus of the college and submitted it to the committee preparing joint prospectus of the Colleges of Chandigarh, having details of all the programmes and conduct rules along with all relevant information of the institute.
3. To facilitate the process of filling of forms in online mode, computer labs were made functional.
4. Admission committees were trained for carrying out smooth admissions in online mode.

Second Meeting Dated: - 27.08.2021

Meeting of IQAC was held on 28.08.2021 under the chairmanship of Principal Dr. Sangam Datta.

The main agenda of the meeting was to discuss-

1. Distribution of time table after the completion of admission process
2. To start the teaching in online mode
3. Infrastructure facilities
4. To prepare Departmental Profiles
5. To Collect Data for AQAR

Compliance

1. After the completion of admission process time table of each subject was given to HOD and classes were started in online mode.
2. Faculty members took classes on G-Suit ID's prepared by the institute and monitored by compliance committee.
3. Infrastructure facilities were upgraded and college prepared itself for offline classes.
4. All the HOD's prepared departmental profile of their department incorporating all activities carried out in the previous session.
5. In-charges of different criteria started the process of compiling of data for AQAR.

Third Meeting Dated: - 22.11.2021

Meeting of IQAC was held on 22.11.2021 under the chairmanship of Principal Dr. Sangam Datta.

The main agenda of the meeting was to discuss-

1. Hybrid mode of teaching
2. Preparedness for submission of SSR

3. Mid Semester Examinations
4. Grievances of the students

Compliance

1. The classes of final year students of Postgraduate and Undergraduate classes started in offline mode. Faculty members took classes in hybrid mode as it was not compulsory for the students to attend the classes in offline mode.
2. The IQAC team started the process of collecting and compiling the data for submission of SSR in this session.
3. Mid Semester Examinations were conducted in the month of December by the examination branch of the college.
4. Different problems faced by the students were addressed by faculty members as the college opened for students after a gap of more than a year.

Fourth Meeting Dated: - 24.01.2022

Meeting of IQAC was held on 24.01.2022 under the chairmanship of Principal Dr. Sangam Datta. The main agenda of the meeting was to discuss-

1. Departmental Activities
2. University Semester Exams
3. Offline Classes

Compliance

1. To celebrate 75 years of Independence large number of activities were carried out by different societies of the college. National days were celebrated by NSS and societies of the college.
2. The University Exams were conducted in online mode by the examination branch. Faculty members evaluated the answer books, prepared award lists and same were submitted by the examination branch to the university.
3. College prepared itself for carrying out all classes in offline mode as in the coming semester students were asked to join classes physically.