



# Proceedings of the Meeting

DATE:

A meeting of I@AC members was chaired by the Principal on 16-10-21 at 12:15 pm in the Principal office. Following I@AC members were present in the meeting:

S.No.	Name	Designation	Signature
1.	Dr. Chasampreet Kaur	Coordinator	
2.	Mr. Chasrajot Singh	Management Member	
3.	Dr. Shashi Bhushan Anand	Sr. Adm. Officer	
4.	Dr. Azad Singh	Nominee [Local Society/Trust]	
5.	Dr. Kanta Rani	Employer Nominee	
6.	Mr. Gurspreet Singh	Industrialists Nominee	
7.	Dr. Rajesh Kasiram	Nominee from Stakeholders	
8.	Dr. Mona Siwach	Member	
9.	Dr. Meenakshi	"	
10.	Dr. Hardeep Singh	"	
11.	Dr. Ranjeet Singh	"	
12.	Mr. Gandeep Singh	"	
13.	Ms. Meera Ram	"	
14.	Dr. Irem Kansal Verma	"	
15.	Mrs. Harpal Kaur	"	
16.	BMS. Vijay Laxmi	Student Member	
17.	Mrs. Shainy	Alumni Member	

In Attendance

Dr. Rajni Bala, Principal [Chairperson, I@AC]



• Welcome address by the Principal:

DATE

• At the outset, the Principal offered a warm welcome to all the members.

• Admission Process: The Principal asked for suggestions from IQAC members regarding admissions in D. Ed. Ed., S. Ed. and M. Ed. Suggestions were invited to increase the strength of students in these programmes. It was also decided that the college will provide free facility to apply online. The Admission Committee for D. Ed. Ed. 1st year was also constituted -

Mrs. Harpal Kaur	Convener
Mr. Sandeep Singh	Member
Ms. Suresh Kumar	Member
Mrs. Parneet Kaur	Member

• NAAC Criteria and AQAR: A fruitful discussion regarding NAAC was held. The Principal informed that the college will very soon start the process for NAAC inspection. The Principal informed that it involves the participation of all the stakeholders - management, faculty members, administrative staff, students, employees, community and alumni. The various criteria were discussed and distributed among staff members.

• The Coordinator of IQAC - Dr. Charanpreet Kaur mentioned that we need to submit AQAR every year:

• Fee Concession Policy: The Principal and IQAC members discussed that we need to launch a fee concession policy as institution is already offering help to needy students. Following categories were chosen for providing fee concession service:



Category A : Staff Ward Concession

Category B : Concession for meritorious students

Category C : Children of Parents with weak financial condition

Category D : Sports concession

Category E : Academic Excellence Allowance.

The Principal and I & RAC members further decided to discuss it with Governing Body. Governing Body will final "Terms and conditions for fee concession policy".

- Extension and Outreach Activities: Upcoming activities for November, December and January months were discussed i.e.

- Talent Search

- Human Right Day Celebration

- Martyrdom Day of "Chas Sahibzade"

- New Year Celebration etc.

All committees were instructed to organize activities as per schedule prepared.

Research Committee was suggested to organize some research activities like FDP, Workshop, seminar etc.

- New Books for Library: After discussion, the librarian was asked to purchase some new books for library updation. Teachers were asked to recommend the appropriate books.

- Action Taken Report: The minutes of the

last meeting held on 28-07-21 were confirmed and signed. As per NAAC Guidelines, I & RAC was reconstituted.

All the new members were welcomed by the Principal.

The meeting ended with a vote of thanks to the Principal.

Coordinators  
A. K. S.

Principal cum Chairman  
[IAC]