

**MINUTES OF THE MEETING OF IQAC HELD ON 21.12.2019 AT 11.00 AM IN DD
SUD BOARD ROOM**

MEMBERS PRESENT

- Prof. Dr. (Mrs.) Ajay Sareen, Principal and Chairperson IQAC
- Dr. Kanwaldeep Kaur, Coordinator IQAC and Dean Academics
- Justice (Retd.) Sh. N.K. Sud
- Mr. Surendra Seth, Nominee from Local Society & Local Committee
- Ms. Ramanpreet, Alumni & Director, Shamsheer Communications
- Ms. Beenu Rajput, Beenu Rajput Films
- Dr. H.S. Bhalla, Expert from Academia
- Mr. Shital Vij, Shital Fibres and Members LC
- Mr. Ajay Goswami, Nimble Technocrats and member LC
- Mrs. Navroop, Dean Youth Welfare
- Dr. Seema Marwaha, Dean Hospitality
- Dr. Ekta Khosla, Dean Examinations
- Dr. Ramnita Saini Sharda, Dean Innovations
- Dr. Ashmeen Kaur, Dean Discipline
- Dr. Sangeeta Arora, Dean Curriculum Coordination
- Ms. Shallu Batra, Dean Student Support Services
- Mrs. Urvashi Mishra, Dean Student Council
- Dr. Anjana Bhatia, Dean Equal Opportunity
- Mrs. Rama Sharma, PRO
- Mrs. Meenakshi Syal
- Mr. Amarjit Khanna
- Head Girl (UG)
- Head Girl (PG)
- Hostel Head Girl

Following members could not attend the meeting:

- Mrs. Sarojini Gautam Sharda, Alumni
- Mr. Gaurav sud, Leather Complex Jalandhar

Agenda

1. To discuss regarding Annual Awards Day and Convocation for the session 2018-19
2. To discuss regarding progress of NAAC report

Proceedings

1. Regarding Annual Awards Day and Convocation

Principal Prof. Dr. (Mrs.) Ajay Sareen discussed with the committee members that the Annual Awards Day and Convocation (2018-19) will be held in the month of January for which she is trying to contact the dignitaries like H.E Kiran Bedi, Hon'ble Lt. Governor of Puduchery and Sh. Shiv Raman Gaur, IAS (Retd.) Director, Higher Education DAVCMC, New Delhi. A discussion regarding the assignment of duties for same was held with the committee members.

Dean Academics, Dr. Kanwaldeep Kaur expressed that the faculty must be assigned the task of sending nominations for award of prizes to different categories of students. Alongwith the nominations, the faculty must mention whether the student qualifies for the award of Medal/Prize/Merit Certificate or Certificate of Appreciation.

Placed before IQAC for consideration and approval

The committee members approved the decision

2. Regarding Progress of NAAC Report

NAAC Coordinators, Dr. Kanwaldeep Kaur and Dr. Ekta Khosla reported that the manual of SSR submission has been changed by NAAC in the month of December when we were on the verge of submission. Now we will have to rework on SSR as per new module. It was discussed that the criterion incharges must finish the preparation of SSR by the end of March so that it can be submitted to NAAC in the month of April 2020.

Placed before IQAC for consideration and approval

The committee members approved the decision

The meeting ended with a formal vote of thanks by Dr. Kanwaldeep Kaur, Coordinator IQAC to the Honorable Chairperson, Prof. Dr. (Mrs.) Ajay Sareen and to all the members of IQAC for their valuable suggestions



Dr. Kanwaldeep Kaur

Coordinator, IQAC



Prof. Dr. (Mrs.) Ajay Sareen

Chairperson



**Principal
Raj Mahila Maha Vidyalaya
Jalandhar City**