

# Internal Quality Assurance Cell (IQAC) Meeting

09.09.2021

Date

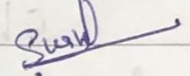
Sl. No.	Name	Signature
1.	Chairperson Dr. Rajinder Singh	Rajinder Singh
2.	Convener Dr. Sushil Kumar	Sushil Kumar
3.	Co-Convener Ms. Amandeep Kaur	Amandeep
4.	Teach Representative Dr. Prem Singh	Prem Singh
5.	Dr. Satinder Verma	-leave-
6.	Dr. Balesh Kumar	Balesh
7.	Dr. Leena Goyal	Leena
8.	Ms. Zeenat Madan	Zeenat
9.	Dr. Gulshan Singh	Gulshan
10.	Dr. Satbir Singh	Satbir Singh
11.	Dr. Rajesh Kumar	Rajesh
12.	Dr. Giridhar Gopal	Gopal
13.	Dr. Arti Arora	Arti
14.	Ms. Chhavi Kiran	Chhavi Kiran
15.	Ms. Kavleen Bharej	Kavleen Bharej

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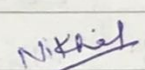
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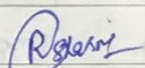
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Sr. No.	Name	Signature
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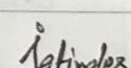
15.	Senior Administrative Officer Ms. Sushil Kumar	
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17.	Convener, CGC, Special Invitee Dr. Alka Sharma	
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P 18.	Student Representative Mr. Nikhil Kumar	
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P 19.	Member Management Dr. R. C. Sharma	
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P 20.	Nominee, Alumni Ms. Ajay Gupta	
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P 21.	Nominee, Employer/Industrialists/ Stakeholders Ms. Jatinder Saini	
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**SANATAN DHARMA COLLEGE, AMBALA CANTT**

College with Potential for Excellence, UGC, New Delhi  
NAAC Accredited Grade "A+" with CGPA 3.51 in 3<sup>rd</sup> cycle  
ISO 9001:2015 & ISO 14001:2015 Certified

**INTERNAL QUALITY ASSURANCE CELL**

**Session 2021-2022**

MEETING-02

**Proceedings**

A meeting of the Internal Quality Assurance Cell (IQAC) was held under the Chairmanship of the Principal in the Principal Room at 10:30 A.M on 09 Sep, 2021.

**Agenda:**

1. To discuss the skill development initiatives.
2. To plan out the conduct of orientation program for freshly admitted students.
3. To prepare the IQAC related points for the next Governing Body Meeting
4. Allocation of SSR Matric
5. Any other item with the permission of the chair.

Meeting began with the presentation of agenda of the meeting by the chairman of IQAC & Principal, Dr. Rajinder Singh.

After detailed deliberations on agenda the following decisions were taken in the meeting

1. Dr. Sushil Kumar, Convenor, IQAC read out the minutes of the IQAC meeting held on 24<sup>th</sup> Aug, 2021. Minutes were confirmed by the members of IQAC.
2. It was decided that following departments will run Certificate Courses minimum of 30 hours duration in the session 2021-2022 to enhance competencies, knowledge and abilities of their students to perform specific job role in their respective fields.

Sr. No	Department
1.	History
2.	Political Science
3.	Punjabi
4.	Sanskrit
5.	Mathematics
6.	Hindi
7.	Gender Sensitization Cell
8.	Economics
9.	Physics
10.	Chemistry

3. It was decided to inform heads of above mentioned departments to plan and design curriculum for the certificate courses of their departments and submit to IQAC latest by 5<sup>th</sup> Oct, 2021.
4. Career Guidance Cell was directed to conduct orientation program for the newly admitted students in the first week of October. Cell was also directed to include visit of students to the respective departments to introduce them to department and career prospects.
5. It was resolved to present and get approval for following items before governing body :
  - a. Certificate Courses for the session 2021-22
  - b. Feedback Analysis reports for the session 2020-21
  - c. Annual Quality Assurance Report.
  - d. Quality Initiatives by IQAC

# IQAC MEETING MINUTES REGISTER

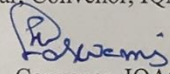
SESSION : 2021-2022

e. Collaborations

6. Following in charges were allocated the SSR Metrics from Criteria-I to 4 for compilation:

Metric	In Charge
1.2.2 & 1.2.3	Ms Chhavi Kiran, Assistant Prof., in Commerce
1.3.2 & 1.3.3	Ms. Bharti Sujan, Assistant Prof., in Commerce
1.4.1 & 1.4.2	Dr Aarti , Assistant Prof., in Electronics & IT
3.1.1 , 3.3.1 & 3.3.2	Dr Gulshan , Assistant Prof., in Chemistry
3.4.1,3.4.2 & 3.4.3	Ms Zeenat Madan, Assistant Prof., in Zoology
4.1.4	Dr Girdhar Gopal, Assistant Prof., in Computer Science
4.2.3 & 4.2.4	Dr Balesh, Librarian

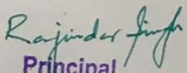
7. Meeting ended with the vote of thanks proposed by Dr. Sushil Kumar, Convenor, IQAC.

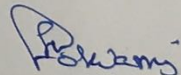
  
Convenor, IQAC  
Coordinator, IQAC  
Sanatan Dharma College  
Ambala Cantt

Dated: Sep 09, 2021

Copy to:

1. All the members of IQAC
2. Heads of Departments of History, Political Science, Punjabi, Sanskrit, Mathematics, Hindi, Economics, Physics, Chemistry and Gender Sensitization Cell [for necessary actions against point no 2,3]
3. Convenor Career Guidance Cell [for necessary actions against point no 4]
4. Ms Chhavi Kiran , Ms. Bharti Sujan, Dr Aarti , Dr Gulsan, Ms Zeenat Madaan , Dr Girdhar Gopal, Dr Balesh [for necessary actions against point no. 6 ]

  
Principal  
Sanatan Dharma College  
Ambala Cantt.

  
Convenor, IQAC  
Coordinator, IQAC  
Sanatan Dharma College  
Ambala Cantt