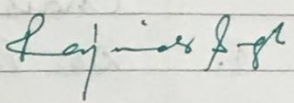
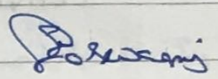
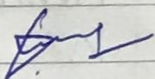
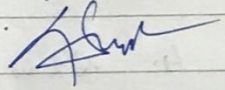

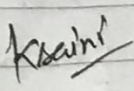


# Internal Quality Assurance Cell (IQAC) Meeting

01.07-2019

Date 02-07-2019

Sr. No.	Name	Signature
1.	Chairperson Dr. Rajinder Singh	
2.	Convener Dr. Sushil Kumar	
3.	Members Dr. Krishan Kumar	
4.	Dr. Gulshan Singh	
5.	Ms. Karleen Bharej	Karleen Bharej
6.	Dr. Rajesh Kumar	
7.	Dr. Giridhar Gopal	Gopal
8.	Ms. Amandeep Kaur	— Leave —
9.	Mr. Sukhdev Chauhan	
10.	Member, Management/Local Society Dr. R. C. Sharma	
11.	Student Representative Ms. Kartik Saini	
12.	Nominee, Alumni Mr. Ajay Gupta	
13.	Nominee, Employer/Industrialists/ Stakeholders Mr. Ashish Tayal	

**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

**Internal Quality Assurance Cell**

Session 2019-2020

Meeting No-02

**Proceedings**

A meeting of the Internal Quality Assurance Cell (IQAC) was held under the Chairmanship of the Principal in the Meeting Hall at 1:00 P.M on July 01, 2019.

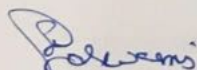
**Agenda of the meeting:**

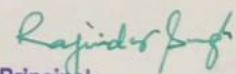
1. Planning for new add on/certificate courses to be started
2. Review of the student satisfaction survey held in the session 2018-19.

At the outset meeting started with the welcome address by Chairperson followed by presentation of agenda items.

Following decisions were taken by the members after discussions:

- A thorough discussion is made on the analysis report of the student satisfaction survey and Action Plan chalked out by the feedback committee on the basis of interpretation of SSS held at the end term of the session 2018-19 and following decisions were taken with unanimous consent of the IQAC team:
  - A meeting of the HOD to be conducted in the first week of July to inform them to guide teachers of their respective departments to:
    - Adhere to the Lesson plan of their respective subject and complete the syllabus well in time.
    - Timely uploading of Internal Assessment on College ERP.
    - Ensure Compulsory visit to Library during vacant periods and use MOOC resources to deliver lectures effectively.
    - Maximum use of experiential learning practices.
  - To check availability of books of their concerned subjects and recommend list of books to be bought well in time by the library.
  - Counseling session to be arranged for Administrative and support staff for further strengthening the delivery of quality services.
  - Training programs to be organized to groom the personality of Lab Staff.
- Notice to be issued to HOD's of All departments to give proposed list, scheme & structure of Bridge courses, remedial classes, Add on/ Certificate courses to be run by their departments in the session 2019-20. Each department to run at least 2 certificate /add on courses.

  
Coordinator, IQAC  
Sanatan Dharma College  
Ambala Cantt

  
Principal  
Sanatan Dharma College  
Ambala Cantt.



# IOAC MEETING MINUTES REGISTER

SESSION : 2019-20

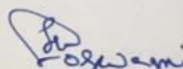
## Action Plan:

Action	Assigned To
1. Guidelines to be issued to teachers of all departments regarding adherence to lesson plan, Timely uploading of Internal assessments, visit to library, use of MOOC resources, use of experiential learning practices , recommendations for library books.	HOD's of all the departments
2. Each department to run at least 2 certificate /add on courses.	HOD's of all the departments

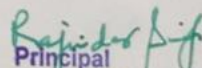
Dated: July 01,2019

Copy to:

1. All the members of IQAC
2. HoD's of all departments [for necessary actions against action plan no-1,2]

  
Convenor IQAC  
Sanatan Dharma College  
Ambala Cantt

  
Coordinator IQAC  
Sanatan Dharma College  
Ambala Cantt

  
Principal  
Sanatan Dharma College  
Ambala Cantt.