
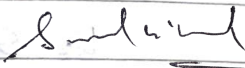





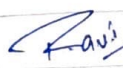


Internal Quality Assurance Cell (IQAC) Meeting Held On
 11th September, 2017

Date

Sr. No.	Name	Signature
1.	Chairperson Dr. Rajinder Singh	
2.	Convener Dr. Sushil Kansal	
3.	Co-Convener Dr. Sonika Sethi	
	Members	
4.	Dr. Sushil Kumar	
5.	Dr. Krishan Kumar	
6.	Ms. Kavleen Bharej	
7.	Ms. Amandeep Mehta	
8.	Convener, Feedback Committee Dr. Rajni Verma	
9.	Member, Management/Local Society Dr. R. C. Sharma	
10.	Nominee, Alumni Mr. Ajay Gupta	
11.	Student Representative Mr. Ravi Nagpal	
12.	Nominee, Employer/Industrialists/ Stakeholders Mr. Ashish Tayal	

IQAC MEETING MINUTES REGISTER

SESSION : 2017-18

MEETING-07

SANATAN DHARMA COLLEGE, AMBALA CANTT

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES

(MEETING-SESSION 2017-18)

In the chair, Dr. Rajinder Singh, Principal


Agenda: To plan the smooth procedure of feedback collection and analysis (11th September, 2017).

Minutes:

A detailed discussion was conducted during the meeting to chalk out the procedure of feedback collection and analysis to be taken for the upcoming session.

❖ The following plan of activities were proposed:

- ❖ It was decided that a Student Satisfaction Survey to be reviewed by the feedback committee focusing on syllabus completion, teacher performance, infrastructural facilities, Library & IT facilities, teaching learning processes, mentoring system, skill development training etc.
- ❖ It was advised that a structured Feedback (both- online and hard copy mode) to be taken from all students at the end of each semester for syllabus design and review and the analysis to be communicated to Board of Studies members of our college at University level.
- ❖ During convocation a special committee to be assigned to take Feedback from graduating students at the end of the program so that overall survey of the curriculum and infrastructure and progression report can be attained.
- ❖ Feedback to be taken from parents at the end of each semester asking about syllabus completion, teacher performance and teaching learning process.
- ❖ Feedback to be taken from Alumni at the time of alumni meets about their progress and profession.
- ❖ Feedback to be taken from employer at the time of campus placement drives and through personal visits regarding enrichment of syllabus, skills required for employability and progress of our placed students in their respective organizations.
- ❖ Duly signed response sheets of feedback to be submitted to feedback committee for analysis. Analysis report and suggestions given by all the stakeholders to be discussed with IQAC and governing body and Action taken report to be prepared and to be accorded.


Coordinator, IQAC
Sanatan Dharma College
Ambala Cantt

(15)


Principal
Sanatan Dharma College
Ambala Cantt