

IQAC Meeting with Head of Departments

Date : 21/04/22

Time : 1:00 PM

A meeting with previous and current head of all departments was held on 21st April 2022 in Principal Office to discuss the department level preparation for upcoming NAAC visit on 19th and 20th May 2022. Tentative schedule of the visit was shared and Following points were discussed:

1. Department wise presentations from at 9:45 AM to 11:30 AM in mini auditorium on 19th May 2022

- Focus will be on Criteria I and II. Go through the qualitative questions of Criteria 1 and II.

Assessment of learning levels of students, student centric methods for enhancing learning experiences, innovation and creativity in teaching-learning, Reforms-Transparency and Grievance-redressal mechanism in Continuous Internal Evaluation (CIE), adherence to Academic Calendar for conduct of CIE, Statements & Attainment of POs, PSOs & COs etc.

- Some Pointers for ppt
 - Introduction to Department
 - Introduction to courses offered
 - Academic Calendar
 - Faculty details: Field of specialisation
 - Results summary
 - Assessment norms
 - Newsletters
 - Assignments/Projects
 - Activities – webinars/seminars/workshops/guest lectures/short term courses
 - Innovation – case studies
 - Grievance & Feedback mechanism, action taken report
 - Remedial classes
 - Academic societies

2. Visit to Department Rooms (11:15 AM to 12:15 PM)

- Display of Assignments/Projects/Case studies
- Lesson Plans
- Webinars/Workshops/Lectures organised
- Academic Society Activities

3. Give Names of 10 students whose parents can participate in Parents Session with NAAC team on 19th (30 minutes meeting). Tentatively around 3PM
4. Give names of 10 alumni for alumni session. (30 minutes meeting). Tentatively around 3:30 PM
5. Appoint CRs in First Year and prepare list of CRs.

Attendees

- Dr. Jatinder Bir Singh
- Dr. Sangeeta Dodrajka
- Ms. Rachna Sethi
- Dr. Harpreet Kaur
- Dr. Aradhna Nanda
- Dr. Harvinder Kaur
- Dr. Sarabpreet Kaur
- Dr. Rekha Sharma
- Dr. Nirmal Singh
- Dr. Satvinder Kaur
- Ms. Vandana Kalra
- Dr. Manjit Kaur
- Dr. Jasjit Kochar
- Dr. Latika Singh
- Dr. Gurdeep Kaur
- Dr. Taranjit Kaur
- Dr. Harinderjit Kaur
- Ms. Shelly Verma