

**Sri Guru Gobind Singh College of Commerce  
University of Delhi**

*Internal Quality Assurance Committee*

*Dated: 20.09.2019*

***Minutes of the Meeting***

A meeting of IQAC was held with the student society convenors and representatives on 20<sup>th</sup> September 2019 at 1:00 p.m. in the Computer Lab.

Internal Quality Assurance Committee meeting was attended by the representatives of all the active Societies and Clubs of the college. The meeting was chaired by Dr. Sangeeta Dodrajka, Coordinator, IQAC, in the presence of Principal, Dr. Jatinder Bir Singh.

The meeting initiated with Dr. Jatinder Bir Singh explaining the relevance of IQAC and the importance of feedback from all the representatives in order to help the college improve quality in all aspects.

It was then followed by Ms. Vandana Kalra explaining the recently launched Information Center wherein representatives of all the societies were provided with individual login ids to log into the Information Center. Student representatives were explained how to submit details regarding events, list of Office-bearers, society's logo, active and inactive members and other relevant details.

The primary objective of IQAC is the documentation of the various programmes and activities leading to quality improvement. The Information Centre was launched in order to formalize the process of Information Collection from all the societies and clubs. This was followed by Dr Sangeeta Dodrajka, IQAC Director addressing grievances of students and taking feedback from the representatives. A lot of representatives gave extremely insightful suggestions. One such was Anika Jindal, President of ASBEMS who requested single-use plastic ban to be followed by all the societies of the college. The event concluded by announcing the IQAC representatives who will be there to answer any query from the student representatives regarding the information centre portal. Overall the meeting was

extremely informative and the user interface of the information centre was not only well received, but also applauded by the representatives.

Dr.Sangeeta Dodrajka shared about the IQAC mentorship program with the students. Students can discuss their academic, personal or any other problem with their mentors. Students were very happy to know about the program.

Dr.Sangeeta also informed that the list of mentors and students is available on the college website.

