

Swami Swatantranand Memorial College, Dinanagar

Minutes of the Meeting of the IQAC

Date: 10th June, 2017

Time: 2:30 p.m.

Venue: IQAC Meeting Room

1. Opening remarks by the Hon'ble Principal Dr. R.K. Tuli, Chairman IQAC and welcome to the members of IQAC:

The Principal Dr. R.K. Tuli, Chairman IQAC, welcomed the members to the 1st meeting of the IQAC for session 2017-18. The principal then introduced the new members of the IQAC to the other members. Dr. Rajan Kumar joined as a coordinator of IQAC and Ms. Monika as a new member of the IQAC committee.

2. To organize 'New Session Commencement Proramme'.

To begin new session by taking blessings of Swami Ji, Prof. Rajan Kumar were given the charge to organize "HawanYagya".

3. Discuss the Academic Calendar for the session 2017-18: In this meeting, the IQAC Coordinator, Dr. Rajan Kumar discussed the academic calendar for the session 2017-18 with the committee members. The action plan for the ongoing session was also discussed and approved by the committee members.

4. To discuss newly added courses MSc.(Physics) and MSc.(Fashion Designing) as well as new subjects in BA-I (RAC).

As new courses are added in academic session 2017-18 i.e. MSc.(Physics) and MSc.(Fashion Designing) as well as new subject i.e. RAC is added in BA-I, the guidelines provided by university to run these courses were discussed.

5. To form Cells and Committees for the session 2017-18.

The members of the IQAC have finalized various new committees and cells and also updated the old ones for the smooth and proper functioning of

college academic and non- academic activities. These committees will handle and solve the issues of the students, employees and teachers.

6. To organize Orientation Programme for new students.

The IQAC Coordinator proposed that the orientation programme should be organized for the new students. The decision accepted and approved by the chairperson and other committee members.

7. To organize Induction Programme for teaching and non-teaching staff members.

The next agenda was to organize induction programme for teaching and non- teaching staff members to let them know about the working of the institution. It was decided that teachers will be informed about the time table, syllabus, teacher diary, examination pattern. The Principal Dr. R.K. Tuli explained the custom & tradition of the college to teaching and non-teaching staff members.

8. To organize 'National Yoga Day Celebration'.

To motivate the students towards their physical fitness and health it was discussed to organize the 'National Yoga Day'. Prof. Mukhwinder Singh Randhwa were given the charge to make arrangements for the event.

9. To discuss about 'Arya Yuvak Sammelan'.

Our college as being linked with Arya Smajh through Dayananadmath always make efforts to inculcate the moral values among students for 'Arya Smajh' our college is regularly make efforts. In order to accomplish this 'Arya Yuvak Samelan' activity was decided to conduct in order to aware the students about foundation of Arya Smajh.

The meeting ended with thanks to the Hon'ble Chairman IQAC, Dr. R.K. Tuli and other members of IQAC.

Dr. Rajan Kumar
(Coordinator IQAC)
Coordinator IQAC
S.S.M. College, Dinanagar



Dr. R.K. Tuli
(Principal)
S.S.M. College
Dinanagar

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Minutes of the Meeting of the IQAC

Date: 7th October, 2017

Time: 2:30 p.m.

Venue: IQAC Meeting Room.

1. Opening remarks by the Hon'ble Principal Dr. R.K. Tuli, Chairman IQAC and welcome to the members of IQAC: The Principal Dr. R.K. Tuli, Chairman IQAC, welcomed the members to the 2nd meeting of the IQAC.

2. Confirmation of the minutes of the meeting of the IQAC held on 10th June, 2017:

The Coordinator IQAC, Rajan Kumar presented the minutes of the meeting of the IQAC held on 10 June, 2017 before IQAC and it was resolved that the minutes of the meeting of the IQAC be confirmed.

3. To discuss Unit Test 1, Unit Test 2 & House Examination.

In order to test class learning of students, regular tests should be conducted. As classes commenced from July, the Unit test and MST should be planned from October onwards. The charge was given to Prof. Vishal to compile date sheet and question papers.

4. To organize 'Inspire Camp'.

'Innovation in Science Pursuit for Inspired Research', in short "INSPIRE" is an innovative programme, sponsored and managed by the Department of Science & Technology (DST), Government of India, for attraction of talent to science. The charge was given to Prof. Ritika to organize this event.

5. To celebrate 'Worlds AIDS Day'.

The world commemorates World AIDS Day. People around the world unite to show support for people living with and affected by HIV and to remember those who lost their lives to AIDS. Prof. Mukhwinder Singh, Prof. Amit and Prof. Sushma were assigned the duty to organize for the event.

6.To identify and arrange classes for slow and advance learner students.

It was decided in the meeting to deal with slow learners who did not performed well in unit test exams should be identified and appropriate action like extra classes should be planned for them. The charge to implement this decision was given to all Heads of the Departments.

7. To encourage the faculty for upgrade research profile:

The IQAC coordinator Dr. Rajan Kumar discussed with chairperson and other members of the committee that research profile of teachers should be improved and for that purpose it was proposed that teachers should be encouraged to participate in National & International Seminars/ Conferences/ Workshops/ Symposia. The financial assistance to attend the above said programmes will be given by the college.

8. To organize 'Awareness Program on Child Labor and Harassment'.

In order to protect children from sexual assault, sexual harassment, and pornographic offences while preserving the child's best interests throughout the legal process, the Protection of Children from Sexual Offenses Act, 2012, was passed into law. To aware students about this act, the Prof.

Shubhkiran suggested to organize an awareness program. Prof. Sushma were given the charge to organize for the same.

The meeting ended with thanks to the Hon'ble Chairman IQAC, Dr. R.K. Tuli and other members of IQAC.

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Swami Swatantranand Memorial College, Dinanagar

Minutes of the Meeting of the IQAC

Date: 9th December, 2017

Time: 2:30 p.m.

Venue: IQAC Meeting Room.

1. Opening remarks by the Hon'ble Principal Dr. R.K. Tuli, Chairman IQAC and welcome to the members of IQAC: The Principal Dr. R.K. Tuli, Chairman IQAC, welcomed the members to the meeting of the IQAC.

2. Confirmation of the minutes of the meeting of the IQAC held on 7th October, 2017: The Coordinator IQAC, Rajan Kumar presented the minutes of the meeting of the IQAC held on 9th December, 2017 before IQAC and it was resolved that the minutes of the meeting of the IQAC be confirmed.

3. To discuss organization of Major Functions.

It was discussed to plan for upcoming events and festivities in academic session 2017-18.

4. To encourage faculty members for Quality Publications in UGC Approved and Scopus/Web of Science Indexed National/International Journals.

The chairperson discussed the importance of quality publications in this meeting and decided to encourage the faculty members to publish their work in UGC approved and Scopus/Web of Science indexed National/International Journals. It was decided that the financial assistance for research publication was provided by the college.

5. To encourage faculty members for Participation in National & International Seminars/ Conferences/ Workshops/ Symposia.

The IQAC Coordinator Dr. Rajan Kumar discussed with chairperson and other members of the committee that research profile of teachers should be improved and for that purpose it was proposed that teachers should be

encouraged to participate in National & International Seminars/ Conferences/ Workshops/ Symposia. The financial assistance to attend the above said programmes will be given by the college.

6. To conduct placement drive in a college campus.

Campus placements play crucial role in the field of education and in the career prospective of students. Prof. Sunny being a TPO (Training and Placement Officer) were given a charge to organize placement drives for final year students of every department.

7. To discuss the preparation of AQAR for 2017-18.

The chairperson talked about the preparation of AQAR for the session 2017-18. All the members appreciated the idea and duties were assigned among all departments. It was finalized that the activity reports from various committees and departments will be collected & submitted AQAR of years before deadline.

The meeting ended with thanks to the Hon'ble Chairman IQAC, Dr. R.K. Tuli and other members of IQAC.

Dr. Rajan Kumar
(Coordinator IQAC)
Coordinator IQAC
S.S.M. College, Dinanagar



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Swami Swatantranand Memorial College, Dinanagar
Minutes of the Meeting of the IQAC

Date: 15th March, 2018

Time: 2:30 p.m.

Venue: IQAC Meeting Room.

- 1. Opening remarks by the Hon'ble Principal Dr. R.K. Tuli, Chairman IQAC and welcome to the members of IQAC:** The Principal Dr. R.K. Tuli, Chairman IQAC, welcomed the members to the meeting of the IQAC.

- 2. Confirmation of the minutes of the meeting of the IQAC held on 9th December , 2017:**

The Coordinator IQAC, Rajan Kumar presented the minutes of the meeting of the IQAC held on 9th December, 2017 before IQAC and it was resolved that the minutes of the meeting of the IQAC be confirmed.

- 3. To discuss regarding Internal Academic Administrative Audit.**

Principal Dr. R.K. Tuli stated that Internal Academic Administrative Audit will be conducted for different faculties. The next discussion was on the formation of Academic and Administrative Audit Committee for the session 2017-18. The names of members of core committee to conduct the audit were discussed and approved in the meeting.

- 4. To discuss regarding the MoUs to be signed to promote industrial linkages for training, visits and internships.**

It was decided that the more MoUs will be signed with different institutions and non- government bodies to provide vast experience to the students in the field of Computer Science, IT, Commerce and Fashion Designing.

- 5. To conduct Online Students Satisfaction Survey.**

It was proposed to conduct Online Students Satisfaction Survey to improve the quality of the various services provided by the institution by the Coordinator IQAC. The schedule was finalized by the committee

members and it was decided that survey will be conducted in the month of April.

6. To conduct seminar on 'Cyber Security'.

The PG Department of Computer Science and IT planned to organize for National Level Seminar on the theme 'Cyber Security', to aware the students as well as teachers about impacts of cybercrime on society and measures to be taken to deal with it.

7. To conduct activities under NSS and NCC for students.

NSS and NCC plays crucial role in the development process of students. Every year students actively participate in these wings. Prof. Amit being incharge of NCC and Prof. Monika being incharge of NSS wing were given the responsibility to organize activities.

8. To organize 'Annual Convocation' and Prize distribution for final students.

Annual function and Prize Distribution functions are important academic activities of institute. Prof. Vishal were given the charge to organize for both of these two events.

9. To organize campus placement drive.

Campus placements play crucial role in the field of education and in the career prospective of students. Prof. Sunny being a TPO (Training and Placement Officer) were given a charge to organize placement drives for final year students of every department.

The meeting ended with thanks to the Hon'ble Chairman IQAC, Dr. R.K. Tuli and other members of IQAC.

Dr. Rajan Kumar
(Coordinator IQAC)

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