

Swami Swatantranand Memorial College, Dinanagar

Affiliated to Guru Nanak Dev University, Amritsar | Accredited with 'A' Grade by NAAC

Date:-16th October2023

Time: - 2:00 PM

Agenda:-

- Confirmation of the minutes of last meeting held on 10 July, 2023.
- Report of the follow up action on the decision taken by the IQAC in its meeting held on 10 July, 2023.
- To conduct Mid Semester Examination for all classes.
- Regarding the Academic and Administrative Audit.
- To discuss about Gender Audit.
- To discuss the record required for the submission of DVV.
- To discuss the activities of coming days.

Proceedings of the Meeting:

- The meeting commenced with the consent of the chair and the agenda of meeting was put forth for discussion by everyone present over there.
- Dr. Harinder Kaur, Coordinator IQAC put before the committee members,
- The minutes of last meetings were confirmed by committee members.
- The follow up on decision taken by IQAC in its meeting held on **16th October2023** were noted by the committee members and the details of action taken were noted down.
- It was proposed to prepare for Mid Semester Examination for the session 2023-24. The responsibility was given to Prof. Shubkiran (Controller of Examination) to instruct heads of all departments to prepare date-sheets and question papers accordingly.

- The Chairperson enquired about the progress of Academic and Administrative Audit. Dr. Shubh Kiran was given the responsibility to go through the whole process before its final visit.
- While discussing the Gender Audit documents, Prof. Sania was asked to finalize the whole record.
- All the concerned members working on different criterions were instructed to ensure the record of their concerned field well before the submission of DVV.
- The chairman directed the members to plan for upcoming activities like Diwali, 7 Days NSS Camp etc.

Harinder Kaur
Coordinator IQAC
S.S.M. College, Dinanagar

Coordinator
Dr. Harinder Kaur



R.K. Tuli
Principal
S.S.M. College
Dinanagar

Principal
Dr. R.K. Tuli