

INTERNAL QUALITY ASSURANCE COMMITTEE MINUTES OF MEETING

Date: 19/10/2019

Place: Staff Room, GCG

Time: 11:00am

Agenda:

Item 01: Confirmation of the minutes of the previous meeting of IQAC.

Item 02: Introduction of New Courses

Item 03: Industry Academia Linkages

Item 04: To promote Research Aptitude through Projects

Item 05: Best Practices

At the outset Dr. Preetam Kaur, Coordinator, IQAC welcomed Dr Manju Sahni, Honourable Chairperson and the members present in the meeting and requested the Honourable Chairperson to commence the special meeting of IQAC. Honourable Chairperson also welcomed all the members and started the meeting. The business brought forward as per agenda was taken for discussion and deliberation.

The following points were discussed in the meeting:

- 1) **Starting Innovative & Skill based courses:** The committee proposed to introduce various skill based programmes and short-term certificate courses that aim to enhance the skill based learning and in turn increase job employability of the students. It was further proposed to concentrate efforts on starting skill oriented 3 to 6 months modular courses/ 1 year certificate courses/ Add on courses.

The concerned departments may refer the matter to the concerned Board of Studies for further appropriate action. In addition, to formulate annual action plan for the I.Q.A.C. which will regularly give various suggestions to BOS and other bodies for the revision of syllabi and to expedite the process to start the skill based training courses, workshops and short term courses. Following courses were proposed by the esteemed members:

- a) Short- term course in Translation and Interpreting
 - b) Advanced Diploma Course in French/German/any other Foreign Language
 - c) Certificate/ Diploma Course in Yoga and Meditation
 - d) Short term Certificate Courses in Horticulture/Organic farming/Gardening/ Mushroom Cultivation/ Vermicomposting
- 2) **Enhancing Industry-Academia Linkage:** It was decided that the departments will be asked to coordinate with the placement office, so as to identify the concerned industry, pertaining to

particular courses being run by the department. The industrial representatives shall be invited to the college to interact with the students for conducting training and placement workshops.

- 3) **Research Augmentation:** The Research Committee of the College will be asked to promote active research in interdisciplinary areas. The Post Graduate Departments of the college will be encouraged to undertake basic research projects with the involvement of PG students.
- 4) **Best Practices:** The committee resolved to further the cause of Women Empowerment for the girl students with the objectives of development of vocational and technical skills among the students by providing special training to enable them to become self-independent and Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently. The Finishing School of the College is already doing a commendable job in training students in Basic Computers and Communication Skills and thus enhancing their employability. It was proposed to start a course in stitching, IELTS, Gardening which students can attend during their stay in college and that may help them in their career.

The meeting ended with vote of thanks to the Chair and esteemed members of the committee.