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SRI AUROBINDO COLLEGE OF COMMERCE & MANAGEMENT

(Managed by Sri Aurobindo Socio Economic and Management Research Institute)

Accredited with Grade 'A' by NAAC

AFFILIATED TO PANJAB UNIVERSITY, CHANDIGARH

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REF:SACCM:IQAC:2023-24/05

Date: 04.10.2023

MINUTES AND ACTION TAKEN REPORT OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

A meeting of the IQAC of SACCM was held on 30th September 2023 in the Conference Room at 03:00 pm. The following members were present:

1. Prof. (Dr.) Vishal Kumar	Principal and Chairperson
2. Mr. R. K. Rewari	Secretary – Governing Body
3. Dr. Pooja Mehta	IQAC Co-ordinator
4. Dr. Marinal Gupta	Member
5. Dr. Jinesh Jain	Member
6. Dr. Puja Jain	Member
7. Mr. Sanjay Gupta	Member
8. Dr. Manpreet Kaur	Member
9. Ms. Meenu Gupta	Member
10. Sh. D. K. Sindwani	Nominated member
11. Sh. Deepak Jain	Nominated member
12. Mr. Parkash Singhi	Nominated member
13. Ms. Harneet Kaur	Student Member

The following members could not attend the meeting and were granted leave of absence.

1. Ms. Sarita Arora	Member
2. Mr Sumit Sharma	Alumni member
3. Sh. Anil Bharti	Nominated member
4. Dr Munish Jindal	Nominated member

The IQAC Co-ordinator opened the meeting, and the Chairperson welcomed all the members. The following agenda points were reviewed, and decisions were taken:

Agenda Point No. 1: Reporting of the minutes of the last IQAC meeting.

The minutes of the last meeting of IQAC were read out to the members and the same were confirmed.

Agenda Point No. 2: To discuss the strengthening of internship facilities for students in the current semester.

Discussion

The members were apprised of the initiatives taken by IQAC and Career Guidance and Placement Cell (CGPC) in this regard. In the previous academic year, a total of 46 students from B.Com and BBA 4th semester were facilitated with internship opportunities in the following companies:

- Vardhman Apparels
- Vardhman – Corporate office
- Vardhman – Sales & Marketing office
- Vardhman Special Steels Ltd.
- Vardhman Spinning & General Mills
- Octave - Clothing
- Octave Apparels
- Monte Carlo Fashions Ltd.
- AIM India Pvt. Ltd.

Actionable Points

- In order to achieve a “win-win situation” for both students and employers, it was recommended that ‘Project-driven internships’ must be offered. This is to say that a well-defined objective for internship must be communicated by the teacher in charge both to the intern as well as to the employer.
- The intern will submit duly completed Project Report after successful completion of the internship. The committee members also suggested the award for ‘Best Project Report’ to motivate students to give their best during internship.
- The committee members suggested increasing the number of internships to 150 in the coming semester for widening the horizon of internship facilities.

- In order to make students industry ready, it was advised that they should be mentally counselled before internships for the expected hardships/ extremities they might face during internship.
- In order to widen the reach of the number of students getting industry exposure, it was advised that more number of in-house workshops from industry people must be organized for the students.

Agenda Points No. 3: To deliberate upon some of the recommendations received from NAAC peer team during their visit to college for second cycle assessment.

Discussion

Following recommendations were discussed in detail:

- More focus required on conducting outcome Based academic meets like seminars, conference, and workshops.
- Students signature to be taken on evaluated answer sheets.
- In Future the college can participate in NIRF and undertake quality audit recognized by state, national or international agencies (ISO Certification, NBA).
- Alternate Sources of energy and energy conservation measures, like BioGas plant, Wheeling to the Grid (solar plants in all academic blocks) may be considered.
- The alumni association of the college must make efforts to tap the potential of alumni particularly for placement and financial support, sponsorship, training and internship, establishment of scholarships for outstanding students etc.

Actionable Points

- It was suggested that in order to provide the benefits of "Shape the Mind Programme" to maximum number of students, a greater number of seminars and workshops should be organized in the auditorium itself.
- The committee members advised implementing rooftop rainwater harvesting, creating compost from canteen trash, and using manure for gardening in the light of NAAC's proposal to practice energy conservation.
- Keeping into view the NAAC's recommendation of tapping the potential of Alumni, the committee members advised that college should initiate Day-Long Talk Programs and Panel discussions with the college Alumni.
- Besides this, the college should provide for one-to-one student-alumni interaction sessions so that students can better learn straight from the Horse's Mouth.

Agenda Points No. 4: To deliberate upon applying for NIRF rankings in future.

Discussion

The members were apprised of the National Institutional Ranking Framework (NIRF), which assesses the higher educational institutions and award those institutions with appropriate All India Rank. The parameters for ranking various universities and institutions broadly cover following areas:

- Teaching, Learning and Resources
- Research and Professional Practices
- Graduation Outcomes
- Outreach and Inclusivity
- Perception

It was discussed that the college will become eligible to apply for NIRF w.e.f next academic session (2024-25) owing to the increase in number of students beyond the minimum limit of 1000 and completing two years of Post Graduate Programme in the college.

Actionable Points

- Keeping into view the various NIRF parameters, the committee suggested that before applying for NIRF ranking, the college must first put up an in-house internal audit system to self-assess its own performance with respect to NIRF standards.
- In order to gain a deeper understanding of the ranking framework, the members suggested that the college schedules some visits to other higher educational institutions scoring very high on NIRF rankings.
- To help the college focus on crucial areas, it was proposed that an external audit might also be performed by an acknowledged NIRF expert.

Agenda Points No. 5: To seek suggestions for functionality of various newly formed college clubs.

Discussion

The members were informed about the rationale, roles, and responsibilities of following newly formed students' clubs:

- Investment and Finances Club
- SACCM Impacteers- Marketing Club
- EduTalk Club
- Rangmanch Club
- Dance Club

Actionable Points

- To govern the student members of the clubs and specify the scope of their activities, it was suggested that the clubs should draft a proper Code of conduct to be followed by all.
- The committee recommended that the students should be granted complete autonomy in the operation of the clubs. However, "initial handholding" support must be provided by the mentors for ensuring that the clubs evolve in a right manner.

Agenda Points No. 6: To propose Library infrastructural development in terms of Air Conditioning of Library.

Discussion

In order to create a comfortable and conducive environment for students and faculty, proposal for enhancing the library's infrastructure by installing an air conditioning system was discussed.

Actionable Point

It was suggested by the committee members to put this item into the Capital Budget of next academic year (2024-25) for complete air conditioning of the college Library.

Agenda Points No. 7: To apprise the members of the National conference to be held on 4th November 2023.

Discussion

The members were apprised of the details about an upcoming national conference, scheduled in the month of November 2023 on the topic "Exploring New Frontiers of Business Innovation: Turning opportunities into strengths". The conference being a significant event for the institution, discussion about conference's theme, conference tracks, schedule, participation and publication opportunities for the academicians, research scholars and post graduate students was undertaken.

Actionable Point

The members appreciated the IQAC and Research and Faculty Development Committee (RFDC) for bringing up the idea of organizing SACCM'S first ever National Conference. However, a National Conference, being such an esteemed event, needs huge preparations, including inviting the dignitaries with vast academic and research experience.

Therefore, it was deliberated that College might think of postponing the date of conference, as per the availability of various luminaries in the field of

academia. Moreover, convocation is also expected to be held in the month of November/December 2023, depending upon the availability of the Chief Guest.

Agenda Points No. 8: To propose advancements in sports facilities provided by the college.

Discussion

The members were apprised of the initiative taken by college by transforming the currently unused space within the college premises into a vibrant and functional playground.

Action Taken

- The committee members recommended building an athletic track, a cricket field, and a football field to develop college sports facilities for students.

Agenda Points No. 9: Any other point with the permission of the Chair.

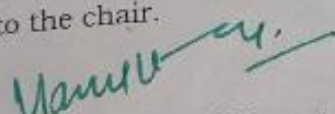
Discussion


With great pride, the committee members were apprised of the brilliant academic results in terms of Top 10 university positions secured by our students in May 2023 University Examinations.

Action Taken

- The Committee members congratulated the management, principal, faculty and the students for showcasing such an outstanding academic performance and motivated the faculty to keep the momentum for future endeavors.
- In order to further enhance the teaching-learning processes at SACCM, the committee members suggested that the college should constantly keep looking for novel ideas from other institutes of high repute.
- Besides this, the committee members proposed "Measures for upgrading the teaching skills" as the agenda item for the following IQAC meeting to ensure that the college strives for continuous improvement.

There being no other item for discussion, the meeting was closed with thanks to the chair.


Prof. (Dr.) Vishal Kumar
Principal


Dr. Pooja Mehta
Co-ordinator, IQAC

The Agenda Points for the IQAC meeting conducted on 20th September, 2023 at 3 p.m. in Conference Room, are as follows:→

1. Reporting of the minutes of the last IQAC meeting.
2. To discuss the strengthening of Internship facilities for students in the current semester.
3. To deliberate upon some of the recommendations received from NAAC peer team during their visit to college for second assessment.
4. To deliberate upon applying for NIRF Rankings in future.
5. To seek suggestions for functionality of various newly formed college clubs.
6. To propose Library Infrastructural development in terms of Air Conditioning of Library.

7. To apprise the members of the National Conference to be held on 4th November, 2023.

8. To propose advancements in sports facilities provided by the college.

9. Any other point with the permission of the Chair.

1. Mr. R.K. Rewari

2. Prof. (Dr.) Vishal Kumar

3. Sh. D.K. Hindwani

4. Sh. Deepak Jain

5. Dr. Munish Jindal

6. Sh. Anil Bharti

7. Mr. Parkash Singh

8. Mr. Sumit Sharma

9. Dr. Pooja Mehta

10. Dr. Marinal Gupta

11. Dr. Ginesh Jain

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| 12. | Dr. Puja Jain | Puja |
| 13. | Mr. Sanjay Gupta | Sanjay |
| 14. | Mrs. Parita Arora | |
| 15. | Dr. Manpreet Kaur | Manpreet |
| 16. | Mrs. Meenu Gupta | Meenu C D |
| 17. | Mrs. Harneet Kaur | Harneet Kaur. |