



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:2024-25/11

Date: 05.10.2024

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

A meeting of the IQAC of SACCM was held on 28th September 2024 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	Co-ordinator - IQAC
4. Dr. Marinal Gupta	Member
5. Dr. Jinesh Jain	Member
6. Dr. Puja Jain	Member
7. Mr. Sanjay Gupta	Member
8. Ms. Meenu Gupta	Member
9. Ms. Sarita Arora	Member
10. Dr. Manpreet Kaur	Member
11. Sh. Anil Bharti	Nominated member

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

1. Mr Sumit Sharma	Alumni member
2. Sh. D. K. Sindwani	Nominated member
3. Sh. Deepak Jain	Nominated member
4. Dr Munish Jindal	Nominated member
5. Mr. Parkash Singhi	Nominated member
6. Ms. Komalpreet Kaur Sekhon	Student 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.

Discussion

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

The coordinator presented a report on the action taken since the last meeting. This included updates on establishment of 'Book Club', Number of teachers having Doctorate, efforts employed to increase library visits, extension lectures organized in current semester, and the mechanism of tutorial classes.

Actionable Points

- Implement a reward system for students who demonstrate excellent articulations in the Book Club, encouraging active participation and intellectual growth.
- In the next IQAC meeting, provide the count of first-semester students who have received merit scholarships in the current session.
- Dr. Marinal Gupta was tasked with conducting a gap analysis of the value-added/multidisciplinary/ skill enhancement courses offered at SACCM in comparison to the courses required by the current business environment.
- In the next IQAC meeting, provide the projected timeline by which all faculty members are expected to obtain their Ph.D. degrees.

Agenda Point No. 2: Apprising the members about the first semester admission process and outcomes achieved.

Discussion

The committee was briefed about the first semester admission process, with enrolment statistics and merit list cut-offs for each course. The outcomes were considered satisfactory, reflecting an intake of meritorious students.

Agenda Points No. 3: Reviewing the results of the recently implemented "Student Assessment Monitoring System."

Discussion

The recently implemented "Student Assessment Monitoring System" was reviewed, and its positive impact on continuous student evaluation was highlighted. Members discussed the system's role in improving academic performance through regular assignments, cycle tests, special sessions, and in-house result analysis of university exams.

Actionable Point

- It was decided that an internal discussion among senior faculty members can be held to determine the appropriate number of assignments and presentations to be given to students. The aim is to balance enhancing their writing skills and exam preparation with building their confidence in delivering presentations.

Agenda Points No. 4: Evaluating the findings and suggestions gathered from feedback provided by stakeholders (teachers, parents, students, alumni).

Discussion: The committee reviewed the outcomes and suggestions gathered from feedback obtained from various stakeholders. Key areas for improvement included class assignments, internships, alumni engagement, parents involvement, music clubs, sports activities, certificate courses, excursion trips, industrial visits, and additional support for students.

Actionable Points:

- In the next IQAC meeting, explore potential ideas for increasing extracurricular activities for students.
- A suggestion was made to establish a 'Music Club' in the college to nurture and enhance the musical talents of students.
- Excursion trips should be organized for all classes, preferably on Saturdays, to avoid disrupting academic schedules during the week.
- In response to a student suggestion in the feedback to organize marketing exhibitions on campus, it was proposed to also arrange interactions with professionals such as CA, CS, and ICWA. Additionally, workshops could be held to discuss the marketing strategies of successful companies.
- In response to a student request in the feedback to increase attendance exemptions for final-year students preparing for competitive exams or attending interviews for B-schools, it was suggested that a system be developed where exemptions are granted based on the student's performance up to the previous semester—higher scores would result in more exemptions.
- In response to alumni feedback regarding the need for regular gatherings of alumni, it was proposed that the President of the registered 'SACCM Alumni Association', Mr. Jashandeep Singh be requested to take the lead in organizing alumni activities. The college will provide any necessary support to facilitate these events.

- To keep parents informed about the events conducted in the college, it was advised to send a copy of the Auro Campus magazine to them regularly, alongside sending it to the students.

Agenda Points No. 5: Discussing initiatives for signing MOUs with esteemed institutions and enhancing collaborative initiatives.

Discussion: The committee discussed strategies for reviving existing MOUs and establishing new MOUs with reputed institutions. Collaborative initiatives were proposed to foster academic exchanges, joint research, and shared resources. A plan to initiate discussions with potential partners was outlined.

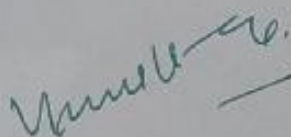
Actionable Points:

- In the next IQAC meeting, discuss the progress of each existing MOU to evaluate their effectiveness and identify any areas for further development.
- Efforts should be made to establish MOUs with various sectors, including educational, cultural, health, and others, to enhance collaboration and expand opportunities for students and faculty.

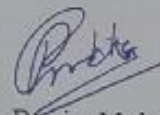
Agenda Points No. 6: Any other point with the permission of the chair.

Discussion: Given the time-consuming tasks for AQAR preparation such as data entry, scanning, and uploading documents, it was suggested that Data Entry Operator can be hired by the college. Additionally, students can be engaged in data entry tasks for NAAC purposes and compensated for their efforts, offering them an "Earn While You Learn" opportunity.

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

IQAC MEETING

28th SEPTEMBER, 2024

The Agenda Points for the IQAC meeting conducted on 28th September, 2024 at

3 p.m. in Conference Room, are as follows:

1. > Reporting of the minutes of the last IQAC meeting.
2. > Apprising the members about the first semester admission process and outcomes achieved.
3. > Reviewing the results of the recently implemented "Student Assessment Monitoring system".
4. > Evaluating the findings and suggestions gathered from feedback provided by stakeholders (teachers, parents, students, alumni).
5. > Discussing initiatives for signing MOU's with esteemed institutions and enhancing collaborative initiatives.
6. > Any other point with the permission of the chair.

1. > Mr. R.K. Renuari Renuari
2. > Prof. (Dr.) Vishal Kumar Vamsi ¹⁰ 28/9/24
3. > Sh. D.K. Bindwani
4. > Sh. Deepak Jain
5. > Dr. Munish Jindal
6. > Sh. Anil Bharti ~~Star~~ - P u R 2
7. > Mr. Parkash Singh
8. > Mr. Sunil Sharma
9. > Dr. Pooja Mehta Pooja
10. > Dr. Marinal Gupta Marinal
11. > Dr. Ginesh Jain GJ
12. > Dr. Puja Jain Puja
13. > Mr. Sanjay Gupta Sanjay Gupta
14. > Mrs. Sarita Arora Sarita
15. > Dr. Manpreet Kaur Manpreet
16. > Mrs. Meenu Gupta Meenu
17. > Mrs. Komalpreet Kaur Bekhon.