SRI AUROBINDO COLLEGE OF COMMERCE AND MANAGEMENT

MINUTES AND ACTION TAKEN REPORT OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD AT 3:00 PM IN CONFERENCE ROOM ON 25-04-2022

The Following were present:

1.	Prof(Dr) Vishal Kumar, Principal	Chairperson
2.	Mr. D.K.Sindwani, Mgt. Rep	Member
3.	Asst. Prof. Jinesh Jain	Member
4.	Asst. Prof. (Dr.) Jaspreet Kaur	Member
5.	Asst. Prof. Sanjay Gupta, DSW	Member
5.	Asst. Prof. Sahil Ghai, COE	Member
6.	Asst. Prof. Vijay Chhabra	Member
7.	Mr. Anil Kumar, Librarian	Member
8.	Mr. Anuj Sharma, Estate Officer	Member
9.	Mr. Rakesh Kumar, Office Supdtt.	Member
10.	Asst. Prof. Meenu Gupta	IQAC-Coordinator

The following members could not attend the Meeting and were granted leave of absence:

1 Dr. Harish Anand, Mgt. Rep
2 Dr. Prem Kumar, Educationist
3 Mr. Sumit Sharma, Alumni Rep.

The Coordinator- IQAC opened the meeting by welcoming all.

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

2. Following points were taken up in detail:

Agenda Item No. 1: Self Study Report- NAAC Second Cycle Accreditation

Discussion: Final draft of Self Study Report was presented by the Chairman IQAC. Detailed discussion took place on all the seven criterion, and it was decided that a comprehensive self-evaluation report should be prepared and submitted to the governing body for identifying the gap areas.

Action Taken: Each Criterion head was asked to do self-evaluation of their criterion and submit the report in this regard. Finally, a comprehensive self-evaluation report along with comparative analysis with the first cycle accreditation results were submitted to the governing body for consideration.

Agenda Item No 2: Full digitization of existing classrooms

Discussion: The Chairman IQAC apprised the members that to enhance the students' learning experience, the college has started with the process of completely digitizing its classrooms by purchasing two smart boards and soon it would be installed in all the classrooms.

Action Taken: Negotiations are going on with the vendors and are expected to be materialized in the near future.

Agenda Item No. 3: Strengthening Alumni Association

Discussion: Alumni Coordinator, presented a detailed proposal for strengthening the Alumni Association. In his discussion he laid emphasis on mainly on:

a) Involving alumni for increasing the domains of internship programme of SACCM.
b) To tie up with some outside professional agency to strengthen the mechanism for collecting and maintaining Alumni database.
c) Working out desired changes in the existing rules and regulations, hence making alumni contribution compulsory for all the outgoing students.

Action Taken: Alumni Contribution has been made compulsory for all the outgoing students w.e.f 2021-22. Further for strengthening the Alumni database collection system discussions are going on with the professionals.

There being no other item for discussion, the meeting came to a close with thanks to the Chair.

Prof (Dr) Vishal Kumar
Principal

(Ms. Meenu Gupta)
Coordinator IQAC