

Minutes of the Meeting

Internal Quality Assurance Cell (IQAC)

Date: 22-1-2025

Venue: IQAC Office

Time: 1.00 pm

Chairperson: Dr. Harpreet Kaur

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IQAC Coordinator: Dr. Rachna Tuli

Attendees

Dr. Harpreet Kaur

Dr. Rachna Tuli

Rachna Tuli

Dr. Rakesh Bawa

Dr. Ravinder Kaur

S. Daljinder Singh

Daljinder Singh

Agenda:

Strategies for improving student enrollment.

Proposal for conducting community surveys.

Planning of educational awareness programmes in nearby villages.

Enhancement of institutional outreach activities.

Proceedings:

1. Opening Remarks:

The Chairperson, Dr. Harpreet Kaur, welcomed all members and emphasized the need for adopting innovative approaches to enhance student enrollment and strengthen the institution's community connect.

2. Strategies for Improving Student Strength:

The house deliberated on the urgent need to improve student enrollment through innovative and targeted initiatives. Suggestions included:

a. Strengthening local engagement through awareness campaigns.

b. Leveraging digital platforms for wider publicity.

c. Organizing academic exhibitions to showcase institutional strengths.

3. Proposal for Conducting Surveys:

To identify local educational needs and constraints, it was unanimously agreed to conduct surveys in neighbouring villages.

Dr. Rachna Tuli was entrusted with the responsibility to design, coordinate, and analyse the surveys.

4. Educational Awareness in Villages:

The committee proposed organizing educational awareness programs focusing on the importance of higher education, especially for girls. Activities would include:

5. Career guidance sessions.

Distribution of informative literature.

Collaboration with local schools and panchayats.

6. Focus on Outreach Activities:

The need to actively engage with the community through service-based programs was emphasized.

Initiatives such as cleanliness drives, health awareness camps, digital literacy workshops, and plantation drives were suggested.

7. Action Plan & Follow-up:

The coordinator will initiate a draft action plan outlining timelines and responsibilities, to be reviewed in the next meeting.

Conclusion:

The meeting concluded with a vote of thanks by Dr. Rachna Tuli, expressing gratitude to the Chair and all members for their constructive inputs and commitment to institutional development.