



**SANT BABA BHAG SINGH
UNIVERSITY**

Vii. Khiala, P.O. Padhiana, Distt. Jalandhar- 144030
0181-2711163, Fax: 0181-2711555

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**Proceedings of meeting
of
Internal Quality Assurance Cell
(IQAC)**



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Date: 15-07-2022

Time: 10:00 am

Venue: Group Discussion Room

Agenda of meeting

1. Confirmation of the minutes of meeting of IQAC
2. Action taken on agenda items in the last meeting
3. Finalization of Academic Calendar
4. CO, PO, PSOs attainment Policy
5. Green Audit & Environment Audit
6. Promotion of training and placement Activities
7. Biometric attendance in library
8. Syllabus preparations as per NEP-2020
9. Statutory declaration under RTI Act 2015
10. Applying for NAAC accreditation
11. Website updation



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Members Present:

Dr. Dharmjit Singh Parmar- Vice Chancellor & Chairperson of IQAC

S. Pritpal Singh- Management Nominee

Dr. Vijay Dhir- Dean UIET & Director IQAC

Dr. Aneet Kumar- Professor & Dean Academics

Dr. Ramandeep Kaur Chahal- Professor & Controller of Examinations

Dr. Vikas Sharma- Associate Professor & Director R & D

Dr. Jagdeep Kaur- Associate Professor & Dy Dean UIET

Dr. Amrinder Singh-Associate Professor ME

Dr. Anju Sood- Associate Professor in Mathematics

Mr. Roop Singh- Ph D research Scholar

Dr. Nirmal Kaur- Alumni

Er. Jagtेशwar Singh- Alumni

Ms. Parampreet Kaur (Software Developer)-Invitee





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The Vice Chancellor, Chairperson of IQAC welcomed all the members present in the meeting of IQAC and called Dr. Vijay Dhir, Director IQAC to present the agenda of the meeting. The following points were deliberated in the meeting:

- 1. Confirmation of the minutes of meeting of IQAC dt. 01/03/2022:** Since no suggestion or response from any of the members, the minutes of the previous meeting of IQAC were confirmed.
- 2. Action taken on agenda items in the last meeting:**

Agenda item (previous meeting)	Action taken
Energy Audit	Conducted in March 2022
Internal administrative audit	Scheduled & conducted
Involvement of students in environmental and cultural activities	Students were encouraged by concerned Heads/CoDs/Class in charges to participate in such activities
Improvement of library resources	1. DELNET, J gate have been subscribed 2. New books and Journals are purchased
Installation of CCTV cameras	CCTV cameras are being installed
Enhancing ICT facilities	Purchase of Smart Boards is initiated and quotations are sought
Uploading of minutes of BOS meetings on website	Minutes of MOM are uploaded on website
Revision in cells & Committees for the academic year	List of committees is prepared by Dean Academics and circulated.
Feedback of semester 2021-2022 (even semester)	Feedback has been taken

- 3. Finalization of Academic Calendar:** After having deliberations, Academic Calendar for the academic session July- Dec 2022 was finalized.
- 4. Methodology for measuring attainment of CO- PO- PSO:** The methodology of measuring attainment of CO- PO- PSO is finalized and it was decided that the finalized methodology shall be implemented Academic year 2023-2024 onwards. It





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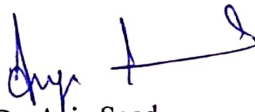
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was also proposed by IQAC at least one workshop on CO PO PSO attainment methods shall be organized by IQAC before its implementation so that the faculty should be more conversant.

5. **Green Audit & Environment Audit:** The Green Audit and Environment Audit shall be conducted by 31 Dec. 2022.
6. **Promotion of training and placement Activities:** Referring to placement records of previous years, it is strongly recommended by IQAC that training and placement activities need to be enhanced and students need to be motivated to take part in such activities. The training and placement officer was asked to take necessary action in this direction.
7. **Biometric attendance in library:** It was proposed by the IQAC that in the library, there should be biometric attendance for students and Faculty. The proposal was approved unanimously. Dean Academic was asked to take the necessary action through Library Incharge.
8. **Syllabus preparations as per NEP-2020:** Hon'ble Vice Chancellor, SBBS University directed Deans of various institutes to ensure the syllabus preparation of the respective programmes as per NEP-2020 ASAP. It was also decided that there shall be separate deliberations in this context.
9. **Statutory declaration under section 4(1)(b) of RTI Act 2005:** It was decided that Statutory Declaration under Section 4 (1) (b) of the RTI Act 2005 shall be uploaded on university website.
10. **Applying for NAAC accreditation:** It was decided that the IQA for NAAC Accreditation shall be filled by the end of Dec. 2022 and IQAC shall ensure that all data/documents are ready for the stated purpose.
11. **Website updation:** It was brought into the notice of all present by IQAC that the university website needed to be updated. Ms Parampreet Kaur under the supervision of Dr. Amrinder Singh, Head ME was assigned to do the needful

Apart from the above agenda, it is also decided that the team constituted for data uploading on the web (AISHE) should start collecting data for the forthcoming survey.

The meeting ended with a vote of thanks by Director IQAC.


Dr. Anju Sood
(Dy Director, IQAC)


Dr. Vijay Dhir
(Director IQAC)