

**Date: 02/05/2023**

**Minutes of the Meeting with NAAC Mentor**

A meeting of IQAC members with the NAAC Mentor, Professor Sanjeev Sharma, Director IQAC, Panjab University, was held today in Panjab University. The meeting was attended by Honorable Principal, Ms. Harjeet Gurjal and IQAC members. The minutes with respect to agendas discussed in the meeting are as follows:

1. The strategy for upcoming NAAC Accreditation of the college was discussed.
2. Prof Sanjeev Sharma guided the IQAC team towards preparation of Self Study Reports (SSR). Further it was decided that the College will submit the AQAR for the current session 2022-2023 and the mentor will help\guide in developing criteria wise SSR and visiting college for Mock Assessment.
3. The meeting resulted in following actions/initiatives that are to be taken by the college for a successful NAAC Accreditation:
  - Focus on the preparing report on Progression of the pass out students of the college.
  - Preparation for the Student Feedback Survey, to be conducted after SSR submission.
  - Organization of a Seminar\workshop on Research Methodology, Intellectual Property Rights & Entrepreneurship, and work towards publication of edited book from the college.
  - Preparation of Report on NSS activities, particularly on Gender Discrimination, Drugs Menace, Swatch Bharat Abhiyan.
  - Report on NEP Awareness activities conducted for the students and data on ABC registration.
  - Report on activities\initiatives related to COVID 19.
  - Establishment of Incubation hub/business lab in the college.
  - Increase and document use of e-resources in the college library.
  - Developing and providing access to self-learning material for the students.
  - Documenting\Preparing Report on Distinctive Practices (First Generation Learners and Peacock Reserve) and Best Practices (Farm to wealth and Cloth Bag Initiatives).
  - Audits to be done: Green Audit, Academic Audit and Energy Audit