

**Minutes of 1<sup>st</sup> General meeting of IQAC**

**SGUV/ IQAC/2022-23/05**

**Date: - 5<sup>th</sup> July 2022**

**Subject: - Minutes of 1<sup>st</sup> General Meeting for Session 2022-23.**

**1<sup>st</sup> General Meeting of IQAC for session 2022-23 held on 5<sup>th</sup> July 2022 at Seminar Hall, Ground floor, Main Building from 1.30pm to 3.00pm**

Pro-president, all Deans / Principals / Coordinating heads, & Director, IQAC were present.

At the outset Dr. Ritu Gilhotra, Pro-President welcomed and greeted everyone for their presence and valuable suggestions and support in the previous meetings of IQAC.

In the meeting the followings issues were discussed and resolved.

**Agenda 1. Re-constitution of IQAC core committee**

- Proposed composition of IQAC was approved in the meeting and will be notified separately.

**Agenda 2. SSR preparation for 2017 – 2022**

- Director IQAC emphasized the focussed preparation of IIQA and SSR'2017-22 considering the last date of 27th September, 2022. In accordance with this, the last date for data submission is decided as 31 July 2022.
- File checking schedule for School/ departments/Centres was discussed and notified to respective Deans/Principals/Coordinating heads.

**Agenda 3. IQAC strategy to implement quality measures for odd semester**

- Director IQAC presented a power point presentation on monthly tasks/ timelines for the documentation of quality initiatives and timely report submission as per the previously held meeting of IQAC working committee. This PPT will be later on shared via mail.
- All were informed about regular/ random academic audits of regular classes from IQAC team for the upcoming odd semester.
- Suggestions were presented regarding document preparation and data collection throughout the academic year as per the NAAC criteria.

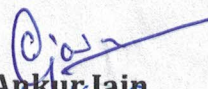
**Agenda 4. Academic Calendar (Odd Semester, Academic Year 2022 – 23)**

- Academic calendar was discussed with all the attendees and the inclusion of following activities in the academic calendar was suggested:
  1. Workshop on Skill development/ Entrepreneurship/ Research Methodology
  2. Workshop on Collaborative quality initiatives
  3. Workshop on Alumni Meet.

**Agenda 5. Any other matter**

- General discussion was held over the effective implementation of all the above points and academic calendar. Next meeting will be scheduled in the first week of August to overview the work done in the month of July as per the timelines provided and targets of the next month.

**The meeting was ended with thanks to all the attendees.**

  
**Dr. Ankur Jain**  
**Director IQAC**  
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