

**Sri Guru Gobind Singh College of Commerce
University of Delhi**

Internal Quality Assurance Committee

Dated: 18 December 2020

Minutes of the Meeting

A meeting of IQAC was held on 18th December 2020 at 2:00 PM on Google Meet Platform. Dr. Sangeeta Dodrajka, Coordinator, IQAC convened the meeting.

The following agenda was discussed -

1. Minutes of the previous meeting were passed by the committee.
2. Dr. Sangeeta Dodrajka and Ms. Rachana Sethi presented the guidelines regarding the preparation of Self Study Report (SSR).
3. The different criterion was discussed and members gave suggestions for the same. The Quantitative matrices under different criterion were shared and explained.
4. Principal, Dr. Jatinder Bir Singh and other members of IQAC gave various inputs on how we can appropriately record SSR and calculate quantitative matrices and obtain scores efficiently.
5. The criteria wise teams for SSR divided among the different members of IQAC as follows and the issued deadline to submit the criteria is 20th Jan 2021.

Part A	
Executive Summary Profile of the Institution Extended Profile of the Institution	Dr. Sangeeta Dodrajka + Ms. Ushveen Kaur
Part B – Criteria	
CRITERION I - CURRICULAR ASPECTS	Dr. Rekha Sharma + Ms. Hersheen Kaur + Dr. Gurleen Kaur
CRITERION II - TEACHING-LEARNING AND EVALUATION	Dr. Harpreet Kaur + Ms. Riyanka + Ms. Chanpreet Kaur
CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION	Dr. Aradhna Nanda + Ms. Rachna + Ms. Chanpreet Kaur + Dr. Neha Goyal
CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES	Dr. Paramjeet Kaur + Dr. Gurminder Kaur + Dr. Tarvinder Kaur
CRITERION V - STUDENT SUPPORT AND PROGRESSION	Dr. Satvinder Kaur+ Ms. Harpreet Kaur Chawla + Ms. Riyanka
CRITERION VI - GOVERNANCE, LEADERSHIP AND	Dr. Simmarpreet + Dr. Jappanjyot + Ms. Gurveen Kaur

MANAGEMENT	
CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES	Dr. Sangeeta Dodrajka + Ms. Bimaldeep Kaur + Ms. Shelly

6. It was proposed that an extended IQAC meeting with college staff members will be held on 28th December 2020 on google meet.