

Minutes of the meeting

A meeting was held on 15th May 2019 to discuss the completion of the IQAC 2018-19 report.

The following members were present:

1. Dr Sanjoy R Choudhry
2. Dr. Megha Dhillon
3. Ms. Anjana Singh

The matters discussed at the meeting were:

1. It was discussed that the IQAC team has to prepare to complete and submit the report for the academic year of 2018-19.
2. The team present studied the format for the hard copy of the IQAC report.
3. The AQAR soft ware was also studied.
4. It was decided that the criterion would be divided amongst team members. Team members would be paired up
5. Each pair of members would be responsible for collecting data related to their criterion.
6. The data would be submitted to Dr. Megha Dhillon for compilation
7. The next meeting to follow up on this matter shall be scheduled in early June 2019