

IQAC Action Taken Report

Academic Year: 2022-23

Introduction:

This report summarizes the actions taken by the IQAC during the academic year 2022-23 to ensure quality enhancement and sustenance in the college.

I. Quality Objectives:

Objective 1: To enhance student satisfaction and learning outcomes.

Objective 2: To improve faculty performance and development.

Objective 3: To upgrade infrastructure and resources.

Objective 4: To strengthen industry connections and placements.

II. Actions Taken:

Action 1: Conducted student feedback surveys and implemented changes in curriculum and teaching methods.

Action 2: Organized Seminar and workshops.

Action 3: Upgraded laboratory equipment and library resources.

Action 4: Established industry partnerships and increased placement opportunities.

III. Outcomes:

Outcome 1: Student satisfaction ratings improved

Outcome 2: Faculty performance improved

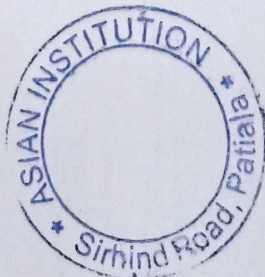
Outcome 3: Infrastructure upgrades resulted in improved student engagement and learning outcomes.

Outcome 4: Placement rates increased

IV. Challenges Faced:

Challenge 1: Limited resources for infrastructure development.

Challenge 2: Faculty resistance to change in teaching methods.



V. Recommendations:

Recommendation 1: Allocate additional funds for infrastructure development.

Recommendation 2: Provide incentives for faculty to adopt innovative teaching methods.

VI. Conclusion:

The IQAC has taken significant actions to enhance quality in the college, resulting in improved student satisfaction, faculty performance, and infrastructure. Challenges were addressed, and recommendations have been made for future improvements.

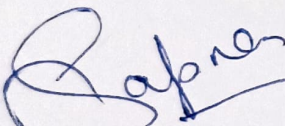
VII. Future Plans:

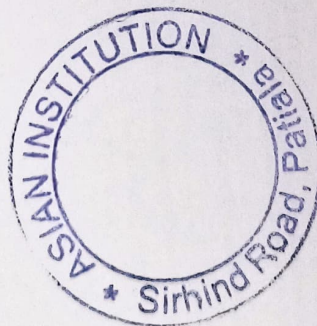
Plan 1: Establish a center of excellence for research and innovation.

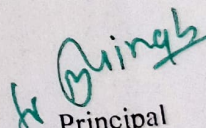
Plan 2: Introduce new programs and courses in emerging fields.

Plan 3: Introduce new Skill Development Courses

This report highlights the actions taken by the IQAC to ensure quality enhancement and sustenance in the college, along with outcomes, challenges, and recommendations for future improvements.


IQAC Coordinator




Principal

Principal
Asian Educational Institute, Patiala.

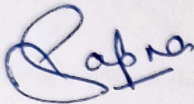
IQAC
NOTICE

This is to inform all the Staff members that there will be a meeting at principal's office on 6th July at 12:30 sharp.

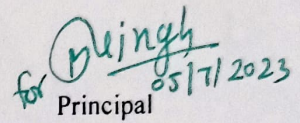
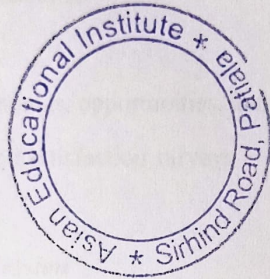
Kindly insure your Presence.

Agenda:

1. Action taken report
2. Review of Previous Academic Session
3. Planning for upcoming new Academic session(2023-24)



IQAC Coordinator



Principal

Asian Educational Institute, Patiala.

IQAC
Minutes of Meeting

Date:-6th July 2023

Venue:-Principal's Office

Key Points discussed

1. Welcome and Introduction

- Brief overview of IQAC's role and objectives
- Introduction of IQAC members and their roles

Review of Previous Academic Session

- Discussion of strengths, weaknesses, opportunities, and threats (SWOT analysis)
- Review of student feedback and satisfaction surveys

Planning for New Academic Session

- Discussion of academic goals and objectives
- Review of curriculum and syllabus updates
- Planning for faculty development programs

Quality Assurance Processes

- Review of quality assurance policies and procedures
- Discussion of assessment and evaluation methods
- Planning for internal and external audits

Student Support Services

- Review of student support services (e.g., counseling, mentoring, library resources)
- Planning for student orientation and induction programs

Infrastructure and Resource Development

- Review of infrastructure development (e.g., new buildings, laboratories, equipment)
- Planning for resource allocation and budgeting

Action Plan and Timeline

- Finalization of action plans and timelines for the new academic session
- Assignment of responsibilities to IQAC members and other stakeholders

Closure

Adjournment of the meeting

This meeting aims to ensure a smooth transition into the new academic session, addressing key aspects such as quality assurance, student support, infrastructure development, and faculty development. By reviewing past performance and planning for the future, IQAC can pro actively enhance the institution's academic excellence and overall quality.

W. Quingh
Principal

Principal

Asian Educational Institute, Patiala.



R. P. Singh

IQAC Coordinator

IQAC PLAN OF ACTION FOR 2023-24

DATE:-10TH JULY'2023

Objective 1: Enhance Student Satisfaction and Learning Outcomes

1. Conduct regular student feedback surveys (every semester).
2. Implement changes in curriculum and teaching methods based on feedback.
3. Introduce new teaching methodologies (e.g., blended learning, flipped classrooms).
4. Organize student-centered activities (e.g., workshops, seminars, guest lectures).

Objective 2: Improve Faculty Performance and Development

1. Provide training on innovative teaching methods and technology integration.
2. Offer incentives for faculty to adopt new teaching methods.
3. Conduct faculty performance evaluations and provide feedback.
4. Encourage faculty to pursue research and publications.

Objective 3: Upgrade Infrastructure and Resources

1. Allocate additional funds for infrastructure development.
2. Upgrade laboratory equipment and library resources.
3. Enhance digital infrastructure (e.g., smart classrooms, online resources).
4. Develop a maintenance plan for existing infrastructure.

Objective 4: Strengthen Industry Connections and Placements

1. Expand industry partnerships and MoUs.
2. Increase placement opportunities through career fairs and networking.
3. Offer skill development courses and training programs.
4. Establish an alumni network for mentorship and job opportunities.



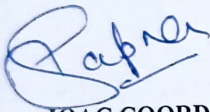
New Initiatives

1. Establish a center of excellence for research and innovation.
2. Introduce new programs and courses in emerging fields.
3. Introduce new skill development courses.

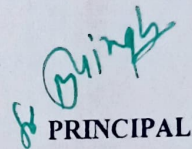
Monitoring and Evaluation

1. Conduct regular meetings to review progress.
2. Establish key performance indicators (KPIs) for each objective.
3. Conduct annual evaluations and assessments.
4. Make adjustments to the plan as needed.

By following this action plan, the IQAC can ensure continued quality enhancement and sustenance in the college.



IQAC COORDINATOR



PRINCIPAL

Principal

Asian Educational Institute, Patiala.



Minutes of Meeting

Date:-8th July 2023

Venue:-Principal's Office

Members Present

S.NO.	NAME	MEMBERS
1.	Dr.Meenu Singn Sachan	Principal & HoD Science Department
2.	Dr,Sapna rathore	Arts &Social science Department
3.	MS. Payal Tangri	Management Department
4.	Ms.Kiranjeet	Commerce Department
5.	Dr,Gurpreet kaur	Computer Department

Agenda:

1. Preparation for the upcoming academic session
2. Review of last year's performance and suggestions for improvement
3. Discussion on quality initiatives and strategies
4. Setting goals and objectives for the new session

Discussions and Decisions:

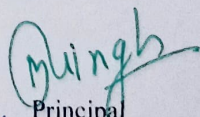
- Reviewed last year's performance and identified areas for improvement
- Discussed strategies for enhancing teaching, learning, and research
- Set goals and objectives for the new session, including improving student outcomes, faculty development, and infrastructure upgradation
- Decided to conduct faculty orientation and student induction programs before the session begins
- Assigned tasks and responsibilities to respective members

Action Plan:

- Prepare a detailed plan for faculty orientation and student induction programs
- Develop a calendar for the academic session
- Identify areas for infrastructure upgradation and prepare a proposal for the same
- Set up a mentorship program for students


IQAC Coordinator




Principal
Asian Educational Institute, Patiala.

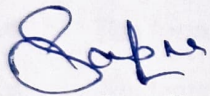
IQAC
NOTICE

This is to inform all the HoDs that there will be a meeting at principal's office on 11th August'23 at 12:30 sharp

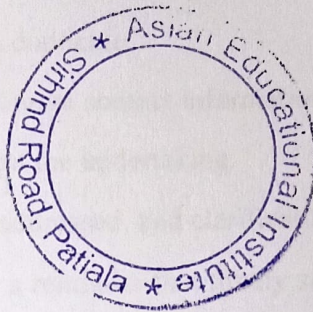
Kindly insure your Presence.

Agenda :-

Discussion regarding Filling and submission Of Anti Ragging Forms Through Online for the session 2023-24



IQAC Coordinator



IQAC
MINUTES OF MEETING

DATE:-11th Aug'23

Venue:-Principal's Office

Agenda:-Filling And Submission of on line Anti ragging Forms.

Points Discussed

Principal sir had fixed a duty to Ms,Paramjit kaur to visit Anti Ragging Portal and Copy the URL link to forward all the students to fill the anti ragging form and make responsibility of all the class incharges to assure the timely submission of forms

Summary:

The meeting commenced with a brief introduction by Principal sir, emphasizing the importance of anti-ragging measures.


The following points were discussed:

- The form must be filled in duplicate.
- Students must provide accurate contact information.
- Parents/guardians must sign the undertaking.
- Queries and concerns were addressed, and clarification was provided.
- The meeting concluded with a reminder that timely submission of forms is mandatory.

Action Items:

Students: Fill and submit anti-ragging form.

Ms.Paramjit Kaur Ensure forms are filled, and submit to the administration .


IQAC Coordinator



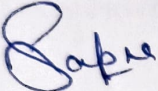
IQAC
NOTICE

This is to inform all the members of IQAC , that there will be a meeting at principal's office on 13th August '23 at 12:30 sharp

Kindly insure your Presence.

Agenda:-

Discussion regarding reconstitution of IQAC for the Academic Session 2023-24


IQAC Coordinator



IQAC
Minutes of Meeting

Date :-13th August' 2023

Venue:-Principal's Office

Members Present

S.NO.	NAME	MEMBERS
1.	Dr. Sanjeev Kumar Modi	Chair
2.	Dr.Meenu Singn Sachan	Principal
3.	Dr.Sapna Rathore	IQAC Coordinator
4.	MS. Payal Tangri	Member
5.	Ms.Kiranjeet	Member
6.	Dr.Gurpreet kaur	Member
7.	Ms.Paramjit Kaur	Member

Objective:

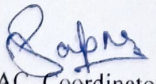
To reconstitute the Internal Quality Assurance Cell (IQAC) for the academic session (2023-24).

Discussions and Decisions:

1. The Chairperson welcomed the members and explained the purpose of the meeting.
2. The members introduced themselves and accepted their roles in the IQAC.
3. The following members were nominated to various positions:
 - Chairperson: [Dr.Sanjeev Kumar Modi]
 - Coordinator: [Dr.Sapna Rathore]
4. The members discussed and agreed upon the terms of reference for the IQAC.
5. The meeting decided to schedule regular smeetings.
6. The members agreed to work together to ensure quality standards in teaching, learning, and research.

Action Items:

- The IQAC Coordinator to circulate the minutes and notify the members about the next meeting.
- The members to suggest quality enhancement initiatives for the next meeting.


IQAC Coordinator

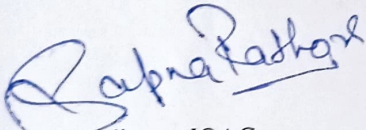
Asian Educational Institute

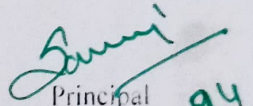
(An Autonomous College)

Measures for Course File

1. Teacher Resume (Updated)
2. Course Syllabus
3. Reference Books used
4. Time Table of the Course
5. List of Students Enrolled
6. List of Slow Learners
7. List of Advancer Learners
8. Measures taken for Slow and Advance Learners
9. MST Records
10. Assignment Record
11. Question Bank
12. Final Result of the Course

All Faculty members must complete the work by the end of 08/01/2024(Monday).

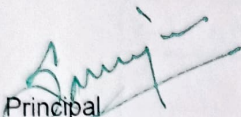

Coordinator IQAC


Principal
6/11/2024

Asian Educational Institute
(an Autonomous college)

NOTICE:15/01/2024

All Faculty members are required to share the title of the topic to be presented in the National seminar on 20th January 2024 By the end of the day to the coordinator IQAC(asiandegreeiqac@gmail.com)
Writing paper is Compulsory for all staff members of AGC,Patiala.



Principal

Asian Educational institute ,Patiala

ASIAN GROUP OF COLLEGES
SIRHIND ROAD, PATIALA.

This is to inform all Faculty members that the following tasks should be completed by the due dates in the following months as given below:

Serial No.	Task	Completion Date
1.	Marking of MST 1 Answer sheets	28/03/2024
2.	HOD's will submit the final result on Google sheets	29/03/2024
3.	PTM at 10 00am	30/03/2024
4.	Last academic day of the semester	20/04/2024
5.	MST-2	22/04/2024
6.	Issuance of NO DUES	01/05/2024-03/05/2024
7.	Farewell Party of Outgoing Students	04/05/2024

Kumar

Kumar
23/3/24

Shree

Sharma Sapna

Chh

Karnet Kaur
22/03/24

Jaini
Principal
22/3/24

Chopra

Hingor
22/3/24

Chauhan

Paranik
Paranik Kaur

Rajput
22/3/24

Q I

Fayal

Sharma

Sharma
22/3
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IQAC Action Report

Academic Year: 2023-24

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I. Quality Objectives:

- Objective 1: To enhance student satisfaction and learning outcomes.
- Objective 2: To improve faculty performance and development.
- Objective 3: To upgrade infrastructure and resources.
- Objective 4: To strengthen industry connections and placements.

II. Actions Taken:

- Action 1: Conducted student feedback surveys and implemented changes in curriculum and teaching methods.
- Action 2: Organized Seminar and workshops.
- Action 3: Upgraded laboratory equipment and library resources.
- Action 4: Established industry partnerships and increased placement opportunities.
- Action 5: Established MoU with PCMA (Punjab and Commerce Association)

III. Outcomes:

- Outcome 1: Student satisfaction ratings improved
- Outcome 2: Faculty performance improved
- Outcome 3: Infrastructure upgrades resulted in improved student engagement and learning outcomes.
- Outcome 4: Placement rates increased

IV. Challenges Faced:

- Challenge 1: Limited resources for infrastructure development.
- Challenge 2: Faculty resistance to change in teaching methods.

V. Recommendations:

Recommendation 1: Allocate additional funds for infrastructure development.

Recommendation 2: Provide incentives for faculty to adopt innovative teaching methods.

VI. Conclusion:

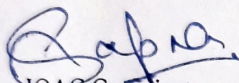
The IQAC has taken significant actions to enhance quality in the college, resulting in improved student satisfaction, faculty performance, and infrastructure. Challenges were addressed, and recommendations have been made for future improvements.

VII. Future Plans:

Plan 1: Establish a center of excellence for research and innovation.

Plan 2: Introduce new programs and courses in emerging fields.

Plan 3: Introduce new Skill Development Courses



IQAC Coordinator

Date:-5th July'2024

This report highlights the actions taken by the IQAC to ensure quality enhancement and sustenance in the college, along with outcomes, challenges, and recommendations for future improvements.