

IQAC  
NOTICE

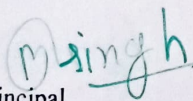
DATE:- 5th July'2024  
Venue:-Principal's Office

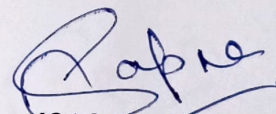
All HoDs are requested to assemble in the Principal's Room for meeting Regarding Commencing of New Academic Session.

Kindly Be punctual

Agenda:

- Review of previous session's performance
- Academic planning and goal setting for the new session
- Curriculum development and updates
- Faculty development and training
- Quality assurance and benchmarking
- Research and innovation initiatives
- Rules Regarding Examination

  
Principal

  
IQAC Coordinator



IQAC  
NOTICE

DATE:- 10<sup>th</sup> July'2024

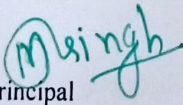
Venue:-Chairman Sir's Office

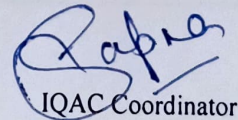
All HoDs are requested to assemble in the Chairman sir's Room for a meeting Regarding Board of Studies at 2:00 PM Sharp

Kindly Be punctual.

Agenda:-

- Review of curriculum for the upcoming academic year
- Discussion on new course proposals
- Examination and Assessment policy
- Any Other matter relating to academic affairs

  
Principal

  
IQAC Coordinator



## Minutes of Meeting of IQAC (Internal Quality Assurance Cell)

Date: July 10, 2024

### Attendees:

S.NO.	NAME	DESIGNATION	DEPARTMENT
1.	Shri Tarsem Saini	Chairman	
2.	Dr. Meenu Singh Sachan	Principal	Science
3.	Dr. Sapna Rathore	HoD Arts and Social Sciences. IQAC Coordinator	Management
4.	Ms. Payal Tangri	HoD Management Department	Management
5.	Ms. Kiranjeet	HoD Commerce Department	Commerce
6.	Ms. Paramjit Kaur	Asst. Professor	Commerce
7.	Ms. Prabhdeep Kaur	HoD Computer Department	Computers

### Key Points Discussed

1. All HoDs Are Given Responsibility to give a courtesy call to the subject expert nominated by Vice chancellor, Punjabi university, Patiala.
2. Chairman Sir requested the Principal to forward the welcome letter to all subject experts on priority basis.
3. To plan a department wise meeting of their Board Of Studies before commencing a new academic session so that all subject experts of BoS will be called for a meeting of the new curriculum according to NEP 2020.
4. Meeting adjourned.

*Quingh*

*Sapna*  
IQAC Coordinator



**IQAC PLAN OF ACTION  
FOR ACADEMIC SESSION 2024-25**

**DATE:-15<sup>TH</sup> JULY 2024**

## **Quality Objectives**

- 1. Implement NEP-2020 recommendations.**
- 2. Enhance academic excellence through interdisciplinary courses.**
- 3. Foster research, innovation, and entrepreneurship.**
- 4. Develop industry-ready skills through skill development programs.**
- 5. Ensure stakeholder satisfaction (students, parents, faculty, alumni).**

## **II. Strategic Actions**

### **A. NEP-2020 Implementation**

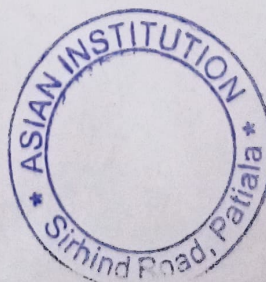
- 1. Introduce flexible and multidisciplinary programs.**
- 2. Implement credit-based system.**
- 3. Offer multiple exit options (certificates, diplomas, degrees).**
- 4. Develop skills and vocational courses.**

### **B. Academic Excellence**

- 1. Develop and implement Outcome-Based Education (OBE) framework.**
- 2. Introduce elective courses and minors.**
- 3. Enhance faculty qualifications (Ph.D./industry experience).**
- 4. Promote faculty exchange programs.**

### **C. Research, Innovation, and Entrepreneurship**

- 1. Establish research centers and incubation cells.**
- 2. Encourage faculty-student research projects.**
- 3. Organize conferences, seminars, and workshops.**
- 4. Develop intellectual property (IP) policy.**





#### D. Skill Development

1. Establish Skill Development Cell (SDC).
2. Offer industry-certified courses (e.g., AI, Data Science, Cyber Security).
3. Collaborate with industry partners for skill training.
4. Develop entrepreneurship courses.

#### E. Industry Partnerships

1. Establish Industry Advisory Board (IAB).
2. Develop MoUs with leading industries and startups.
3. Organize industry-sponsored projects and hackathons.
4. Enhance alumni network for mentorship.

#### F. Student Employability and Placement

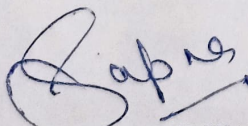
1. Establish Career Development Cell (CDC).
2. Conduct industry-oriented training programs.
3. Invite industry experts for guest lectures.
4. Enhance alumni network for job opportunities.

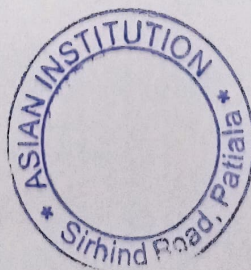
#### G. Infrastructure Development

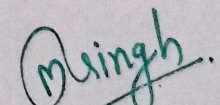
1. Upgrade smart classrooms and digital infrastructure.
2. Establish state-of-the-art research laboratories.
3. Enhance library resources and online databases.
4. Develop green and sustainable campus initiatives.

#### III. Monitoring and Evaluation

1. Establish Key Performance Indicators (KPIs).
2. Conduct quarterly reviews and assessments.
3. Use data analytics for informed decision-making.
4. Annual IQAC report and strategic planning.

  
IQAC CO-ORDINATOR



  
PRINCIPAL

Principal  
Asian Educational Institute, Patiala.



## IQAC NOTICE

### Meeting of the Board of Studies

Date: 20th July 2024

Dear All,

You are hereby informed that a meeting of the Board of Studies for all departments has been scheduled as follows:

#### Schedule As Follows

Date	Board of Studies
24 <sup>th</sup> July'2024	BA (Economics & History)
	BA (English & Punjabi)
	Business Studies Department
	Computer Science Department)
	BA (Religious Studies)
	BA (Physical Education)
	Science Department (Physics)
	Science Department (Chemistry)
	Science Department (Mathematics)
	BA (Mathematics)
	BA (Political science)

Time: 11:00 AM

Venue: College Premises

Kindly make the necessary arrangements to attend the meeting. Please come prepared with the following materials for approval:

- Revised syllabi for all courses
- Ordinances and regulations

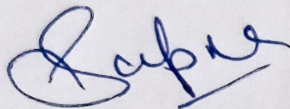
The agenda for the meeting includes:



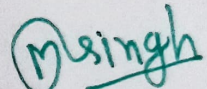
1. Review of curriculum for all courses running in the college
2. Discussion on new course proposals
3. Examination and evaluation procedures
4. Any other matters related to academic affairs

Your cooperation and participation in the meeting are highly valued.

Thank you.



**IQAC Coordinator**

  
**Principal**



## NOTICE

### IQAC MEETING

Date: 20<sup>th</sup> August'2024

Time: 11:00 AM

Venue: Chairman Sir's Chamber

Dear HODs,

You are hereby informed that a meeting of the Academic Council will be held in the college on 24th August 2024 at 11:00 AM

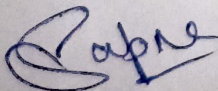
All HODs are requested to attend the meeting, which will discuss important academic matters related to the college.

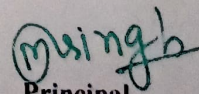
Agenda items include:

- Review of academic programs and curriculum
- Ordinances of All Departments
- Discussion on new course proposals
- Examination and evaluation procedures
- Any other matters related to academic affairs

Please come prepared with your department's reports, suggestions, and any other relevant documents.

Your active participation and valuable inputs are crucial for the academic growth and development of our institution.

  
IQAC Coordinator

  
Principal



**MINUTES OF MEETING  
ACADEMIC COUNCIL  
SESSION 2024-25**

**DATE:-24<sup>TH</sup> AUGUST,2024**

**TIME: 11:00 AM**

**VENUE:- ASIAN EDUCATIONAL INSTITUTE**

Meeting of the Academic Council was held on 24<sup>th</sup> August'2024 at 11:00 am in the college. Some Key Points has been Discussed.

**1. Syllabi Approval:**

- The Academic Council unanimously approved the syllabi for all the Programmes of 1<sup>st</sup> Year Running in the College for the session 2024-25.

**2. Academic Calendar:**

- The Academic Council discussed and approved the Academic Calendar for the session 2024-25.

**3. Setting up of Examination Schedule for the session 2024-25.**

**4. Consider and approve the change in the credit distribution according to NEP 2020.**



List Of Attendees

S.NO.	ATTENDEES	DESIGNATION
1.	DR.MEENU S.SACHAN	CHAIRPERSON PRINCIPAL HoD OF School of Science & Mathematics
2.	DR.SAPNA RATHORE	HEAD OF THE DEPARTMENT School of Arts & Social Sciences & IQAC COORDINATOR
3.	MS.PAYAL TANGRI	HEAD OF THE DEPARTMENT School of Business Studies (Management )& CONTROLLER OF EXAMINATION
4.	MS.KIRANJEET	HEAD OF THE DEPARTMENT School of Business Studies(COMMERCE)
5.	MS.PRABHDEEP KAUR	HEAD OF THE DEPARTMENT School of Computer Science and Information Technology
6.	Ms. Paramjit Kaur	Senior Teacher(Commerce)
7.	Dr. M.S.Saini	Retd.Prof.Department of Zoology, Punjabi University ,Patiala
8.	Dr. Amardeep Singh	Prof. Department of Computer Engineering, Punjabi University, Patiala
9.	Dr. Nishan Singh Deol	Department of Physical Education, Punjabi University, Patiala

PRINCIPAL *M Singh*  
ASIAN EDUCATIONAL INSTITUTE  
SIRHIND ROAD,PATIALA

*Sapna*