INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 26th February, 2024

NOTICE

This is for the kind information of all the faculty members to kindly remain present after class hours for an IQAC meeting scheduled as per the following details:

- **Date:** 27th July, 2024
- **Time:** 3:00 PM
- **Venue:** Seminar Hall

Agenda:

- AQAR-related matters
- Experiential Learning and Best Practices
- New IQAC list and Plan of Action(s)
- Any other matter with the permission of the chair

Sd/-

Mr. Kushal Rajput
IQAC In-Charge
SAS Institute of Management Studies

IQAC Core Members Meeting Minutes

Date: 27th July, 2024
Time: 15:00 Hrs
Venue: Seminar Hall

Members Present:

- Mr. Kushal Rajput (IQAC In-Charge)
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Minutes of the Meeting:

1. All Committees, Cells, and Clubs must follow proper guidelines while writing/submitting reports. Reports should be submitted to both IQAC and ICT Committee for website uploading.
2. Departments must identify at least one paper per academic year as Experiential Learning to promote practical knowledge.
3. Mentors should meet their mentees regularly and maintain records of mentoring sessions.
4. Departments are to maintain internal assessment records (assignments, class tests).
5. All departments must submit an Action Plan (July–June) before session ends, including action taken and challenges faced.
6. Faculty are encouraged to attend FDPs and publish in UGC CARE-listed journals.
7. Minor reshuffling of committee/club members was done..

Recorded by:

Secretary, IQAC