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SUPPORTING DOCUMENTS

Please find the below link for the supporting documents

6.3 Institutional Vision and Leadership

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years



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GGS/ION/32

PROCEEDINGS OF IQAC MEETING HELD ON 06.08.2020 AT 11 AM IN CONFERENCE HALL, NEWTON BLOCK, 2ND FLOOR OF GLOBAL GROUP OF INSTITUTES, AMRITSAR

The meeting started with the welcome by Chairman IQAC and followed by introduction of members of IQAC composition. Chairman IQAC congratulates Dr. Meenakshi Sharma as coordinator and secretary of IQAC cell. The following agenda items were discussed in the meeting:

14.1 To approve minutes of previous meeting held on 20th July, 2020

Since no comments have been received, as such minutes are confirmed.

14.2 To appraise the members about status of action taken on minutes of 13th meeting

Sr.No	Reference in minutes	Action Taken	Status
1	13.3	Conduct of online Internal and external viva of practical for even semester of 2019-2020 session.	Done
2	13.4	To finalize AQAR for Academic year 2019-2020.	Done
3	13.5	To plan for upcoming Academic Session 2020-2021.	Done

14.3 Discussion on Overall Result Analysis

Result Analysis was presented in the meeting. The analysis revealed that pass percentage was excellent. The members highly appreciated the results and motivated the faculty members to maintain the same in the next semester exams.

14.4 To plan about Induction Program for the students

The house agreed to conduct Induction Program in online mode due to prevailing COVID 19 situation for the newly admitted students of session 2020-21.

14.5 To focus on the improvement areas pointed out in the quality profile





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Committee instructed to conduct more Workshops, Seminars/Webinars, Expert Talks, Industry-Academic Interface Program, Value Added Courses etc using ICT mode. House also suggested to use advance tools in teaching during the ongoing Pandemic.

14.6 Discussion on Feedback status of Students, Parents, Alumni, Employer etc

Committee asked to increase the stakeholders in feedback system using the online mechanism. House agreed to gather 360° feedback from Students, Teachers, Parents, Alumni and Employers in the current academic session and finalize feedback Performa according to NAAC requirements for doing the necessary action by respective departments.

14.7 To discuss about the inclusion of more practical exposure to students & adherence to scheduled academic calendar

Committee asked the respective Heads to make use of various virtual platforms in the prevailing COVID 19 conditions for conducting practical, sharing videos, demonstrations for enhancing their skills to make them more employable.

14.8 To discuss reframed syllabus of IKGPTU

Dean Academics apprised the committee about the reframed/updated syllabus of various courses. Accordingly heads were asked to give requirement of books, equipment etc for smooth conducting of classes as per new syllabus.

14.9 To discuss about institutional and department committee

Committee asked the respective institutional and departmental committee coordinators to reframe committee members and submit the list of various committees to IQAC cell.

The meeting ended with vote of thanks to the chair.

Coordinator





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GW/IQAC/53

PROCEEDINGS OF IQAC MEETING HELD ON 19.11.2020 AT 10.30 AM IN CONFERENCE HALL, NEWTON BLOCK, 2ND FLOOR OF GLOBAL GROUP OF INSTITUTES, AMRITSAR

The meeting started with the welcome by Chairman IQAC and followed by introduction of all members of IQAC composition. The following agenda items were discussed in the meeting:

15.1 To approve minutes of previous meeting held on 6th August, 2020

Since no comments have been received as such, minutes are confirmed.

15.2 To appraise the members about status of action taken on minutes of 14th meeting

Sr .no	Reference in minutes	Action Taken	Status
1	14.3	Discussion on Overall Result Analysis	Done
2	14.4	To plan Induction Program for the students.	Done
3	14.5	Focus on the improvement areas pointed out in the quality profile.	In Process
4	14.6	Discussion on Feedback status of Students, Parents, Alumni, Employer etc.	Done
5	14.7	To organize the Awareness Workshop on outcome based education NAAC/NBA	Done
6	14.8	To discuss about the inclusion of more practical exposure to students & adherence to scheduled academic calendar.	Done
7	14.9	To discuss about institutional and department committee.	Done





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15.3 Preparation of AQAR for academic year 2020-21

Committee asked to check the AQAR Performa for any changes from the previous ones and start to doing needful by each department for accomplishing it for the academic year 2020-21.

15.4 Discussion on result analysis of previously pending exams

The result analysis of various departments was put up in the meeting, which was seen by the members. The committee appreciated the continuing the good pass percentage of the students. The faculty was asked to put more efforts to improve the merit positions of their respective departments.

15.5 Training and Placements of final and pre-final year students

House was appraised about the initiative taken by Training and Placement Cell to conduct Industrial Academic Interface program for pre final and final year students. The students scheduled to undergo Industrial/ Institutional Training were asked to submit confirmation letters to the Training and Placement office, having details of the name of the organization, location etc.

To motivate the students for appearing in the competitive exam like GATE, CAT etc, it was decided to conduct frequent mock tests for the students to familiarize them with the exam pattern.

15.6 Focus on the improvement areas pointed out in the Quality Profile

Committee asked to respective HODs and Deans to conduct Expert Talks, Seminar/Webinar, Workshop, Industry Academic Interface program, Certificate and value added courses through ICT mode so as to do improvement in quality profile. The HODs ensure the learning outcomes have been communicated to the teachers of their respective departments for their concerned subjects.

The committee further stressed to increase the number of Smart Classrooms as it aids in better teaching and learning process.

15.7 360° Feedback

Committee has conveyed to the respective Heads to do the analysis of feedback taken from all stake holders and it should be submitted to IQAC cell before 3rd week of Dec, 2020.





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15.8 Preparation of sessional assessment and conduct of University Practical exam

All HODs must prepare internal assessment of odd Semester by considering Attendance, Assignments, MST 1 Marks and MST 2 Marks. HODs have to conduct external practical exam according to the University prescribed dates. The internal marks of theory and practical must be uploaded on IKGPTU exam portal.

15.9 Conduct of Internal Academic and Administrative Audit for 2020-2021 Session

It was decided to conduct the Internal Academic and Administrative Audit by a committee constituted by the Director. The report of Internal Academic Audit should be submitted by HODs to IQAC office within two weeks.

The meeting ended with vote of thanks to the chair.

Coordinator





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PROCEEDINGS OF IQAC ONLINE MEETING HELD ON 08.04.2021 AT 10 AM. GLOBAL GROUP OF INSTITUTES, AMRITSAR

16.1 To confirm the minutes of the previous meeting held on 19th Nov, 2020

Since no comments have been received, as such minutes are confirmed.

16.2 To appraise the members about the status of action taken on previous Minutes of meeting

House appreciated the action taken and working of committee on previous meeting.

Sr.no	Reference in minutes	Action Taken	Status
1	15.3	Preparation of AQAR of Academic year 2020-2021	In Process
2	15.4	Discussion on result analysis of previously pending exams	Done
3	15.5	Training and Placements of final and pre-final year students	Done
4	15.6	Focus on the improvement areas pointed out in the quality profile	Done
5	15.7	360 ^o Feedback	Done
6	15.8	Preparation of sessional assessment and conduct of University Practical exam	Done
7.	15.9	Conduct of Internal Academic and Administrative Audit for 2020-2021 Session	In Process
8	15.10	To discuss reframed syllabus of IKGPTU	Done

16.3 Preparation of AQAR of Academic year 2020-2021

House decided that all departmental Heads must send data related to AQAR of Academic Year 2020-2021 to Dr. Leena Jain for its compilation.





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16.4 Need of more interaction of students with industrial environment

House agreed to organize at least two webinars/seminars by experts in every semester. It was also stressed to have more frequent talks by industry experts.

16.5 Implementation of student satisfaction survey as per NAAC guidelines

It was felt that to make the survey more conclusive, the sample size of survey should be increased, so efforts must be made by all the departments to increase the participation of students in the survey. Moreover, there is a need to increase the interaction of faculty with students considering the current scenario of COVID-19 pandemic.

16.6 Training and Placements of final and pre-final year students

House was apprised of the initiative taken by Training and Placement Cell to conduct Industrial Academic Interface Program for pre final and final year students during Covid-19 pandemic. House agreed to conduct more interactive session to prepare the students for interviews. Training and Placement Cell arranges the suitable training organization for the students' industrial training/internship as prescribed by the University curriculum.

16.7 Focus on the improvement areas pointed out in the Quality Profile

It was decided to ask the Training and Placement Cell and HODs to get MOUs signed with industries/organizations especially for the expert talks and training programmes of the students.

Heads should conduct more Expert Talks/Seminars/Workshops/Webinars in a semester. House also agreed to add more smart class rooms.

16.8 360° Feedback

The committee asked to collect 360° feedback according to NAAC format and take suitable measures. The feedback analysis should be submitted to IQAC cell by 29th April, 2021.

16.9 Preparation of sessional assessment and conduct of University Practical exam

All HODs must prepare internals assessment of Even Semester in time. They should also conduct external practical exam according to the University prescribed dates. The internal marks of theory and practical must be uploaded on IKGPTU exam portal in time.





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16.10 Preparation of Model Test Papers and online Remedial Classes of weak students

All Heads were instructed to prepare list of weak students and subsequently arrange remedial classes for them. They were also asked to send 3 Model Test Papers to the students according to pattern of University exam in order to prepare them for the upcoming IKGPTU final exams.

The meeting ended with vote of thanks to the chair.





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Ref. No - GGI/IQAC/63

PROCEEDINGS OF IQAC MEETING HELD ON 20.07.2021 AT 10 AM IN CONFERENCE HALL, NEWTON BLOCK, 2ND FLOOR OF GLOBAL GROUP OF INSTITUTES, AMRITSAR

17.1 To confirm the minutes of the previous meeting held on 08th April, 2021

Since no comments have been received, as such minutes were confirmed.

17.2 To appraise the members about the status of action taken on previous minutes of meeting

House appreciated the action taken and working of committee on previous meeting.

Sr. No.	Reference in minutes	Action Taken	Status
1	16.3	Preparation of AQAR of Academic Year 2020-2021	In Process
2	16.4	Need of more interaction of students to the industrial environment	Done
3	16.5	Implementation of student satisfaction survey as per NAAC guidelines	Done
4	16.6	Training and Placements of final and pre-final year students	Done
5	16.7	Focus on the improvement areas pointed out in the Quality Profile	In Process
6	16.8	Students, Parents, Alumni and Employers Feedback	Done
7	16.9	Internal Formulation and conduct of Internal as well as External Practical Viva-Voce	Done
8	16.10	Preparation of Model Test Papers and Remedial Classes for weak students	Done

17.3 Conduct of Internal and External practical exam for Even semester of 2020-2021 session

It was decided to conduct the Internal and External Practical exam according to latest University guidelines.



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17.4 To finalize AQAR for Academic year 2020-2021

The Dean Academics described all the parameters required to fill the AQAR of academic year 2020-21 and submitted it for consideration and the committee approved it.

17.5 To plan for upcoming Academic Session 2021-2022

The committee asked to finalize the work load distribution considering both Online as well as On-Campus mode of teaching. It was instructed to prepare Time Table for both options. Finalization will be done subject to Government Instructions prevailing at that time. Heads were also asked to raise the requirement for deficiency if any.

The meeting ended with vote of thanks to the chair.



Coordinator