

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD ,PATIALA**

**Notice**

Date :- 15<sup>th</sup> July'22

**IQAC Meeting**

All IQAC members must ensure their presence on 15<sup>th</sup> July, 2022 at 11:00 a.m.in the Seminar hall.

  
Principal  
15/7/22

ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD ,PATIALA

IQAC Review Meeting

Date	Day	Time	venue
15 <sup>th</sup> July, 2022	Friday	11:00 AM	Seminar Hall

Agenda:-To discuss the criterion wise weekly review related to SSR for the session of 2022-23.

**Minutes of Meeting:-**

Ms.Divya kalra informed principal that SSR has been submitted successfully,the principal congratulated all the team members on this achievement.

He expressed his satisfaction regarding the submitted SSR and optimistically appreciated the team members for their hard work and untiring effort during preparation time period.

Principal asked all the members to be prepared for data verification and validation process which would be more crucial for upcoming NAAC assessment.

He directed all the criterion incharges to prepare their files with complete documentation.

IQAC coordinator acknowledges the support received from all the teaching and non teaching staff members and thanked the Principal and honorable Chairman Sir for their useful and critical suggestions.


  
Principal  
15/7/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Notice**

Date :- 19<sup>th</sup> July'22

This is to notify that a meeting will be conducted in the Principal's office at 2:00 p.m. regarding data preparation for verification and validation. All faculty members must ensure their presence on time.

  
Principal  
19/7/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**


**IQAC Meeting**

Date	Day	Time	venue
19 <sup>th</sup> July '22	Wednesday	2:00 PM	Principal's Office

**Agenda:-**Delegate roles and responsibilities for Data Verification and Validation

**Minutes of the meeting**

- A meeting was conducted by the principal in his office to delegate responsibilities to members regarding preparation of files for data verification and validation.
- He encouraged everyone to work with a team spirit and ensure every document is well prepared.
- The criterion heads will be responsible to provide documentations for data verification and validation.

  
Principal  
19/7/22



**SIRHIND ROAD ,PATIALA**

**Notice**

Date :-22<sup>nd</sup> July'22

**REVIEW MEETING**

It is hereby informed; all faculty members must be present in the seminar hall by 1:30 p.m. for a meeting. Presence of all members on time is requested.

Agenda:- Review of Documentations for Verification and Validation.

*Soni*  
Principal  
22/7/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Notice**

Date :- 3<sup>rd</sup> August'22

**FINAL REVIEW MEETING**

This is to inform all the staff members that there will be a final review meeting to check the documents for data verification and validation before the submission. All staff members are requested to be present in the seminar hall by 2:00 p.m. positively.

  
Principal  
3/8/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Submission of DVV**

<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Venue</b>
03/08/2022	Wednesday	2:00 p.m.	Seminar Hall

**Agenda:-**Final review of documentation before Submission

**Minutes of the Meeting**

The purpose of the meeting was to review the work on data verification and validation. All documents were thoroughly checked before submission. The data was then submitted successfully and the principal congratulated all the staff members and thanked them for their support towards achieving this step. He encouraged them to buckle up and prepare all necessary files for the NAAC peer team visit.


  
PRINCIPAL  
3/8/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD,PATIALA**

**Notice**

Date :- 6<sup>th</sup> August '22

It is informed that there will be a meeting at 12:00 Noon in the Principals office. All associated faculty members must ensure their presence and reach on time.

  
Principal  
6/8/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Review of Progress**

Date	Day	Time	Venue
06/08/2022	Saturday	12:00 Noon	Principal's Office


Agenda: To review the progress of Filing of documents

**Minutes of meeting:-**

The principal reviewed the work in progress. He inquired if there were any doubts regarding the filing of documents. He asked them to work on committee files and the same shall be addressed in the next meeting.

He also cleared any arising doubts and encouraged the team members to stay focused and work.

The principal adjourned the meeting with encouraging remarks.

  
Principal  
6/8/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD,PATIALA**


**Notice**

**Date :- 14<sup>th</sup> August'22**

**Committees Review Meeting**

**This is to inform you that there will be a meeting on 16/08/2022 at 2:00 p.m. in the Seminar Hall.  
Everyone must ensure their presence on time.**

**Agenda: Review Committee files.**

  
Principal  
14/8/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Committee Review Meeting**


Date	Day	Time	Venue
16/08/2022	Tuesday	2:00 p.m.	Seminar Hall

**Agenda:** Review the Committee Files.

The principal initiated the meeting and checked on the progress of the committee files. The following files were reviewed:-

- Grievance Redressal
- Anti-ragging
- SC/ST/OBC
- Women Harassment

The documentation of these files was rechecked and review of on-going activities was also taken.

  
Principal  
16/8/22




**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Notice**

Date :- 2<sup>nd</sup> Sep '22

It is hereby informed that there will be a meeting on 4/09/22 in the Seminar Hall at 1:00 p.m. All faculty members should assemble there on time.

Agenda:- Review of On-Going activities

  
Principal  
2/9/22

ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA

Committee Review Meeting

Date	Day	Time	Venue
04/09/2022	Monday	1:00 p.m.	Seminar Hall

**Agenda:** Review of On-Going activities

**Minutes of the Meeting:**

The meeting was conducted by Ms. Divya Kalra. She welcomed all the faculty members and discussed about the progress of the activities going on in preparation for NAAC peer team visit in the coming future. She also inquired about any problems being faced by the department in the preparation period. She gave a brief explanation about the ongoing activities to the Chairman Sir and appreciated the efforts of the faculty members. She encouraged the faculty members to build team spirit.

  
Principal  
4/9/22


**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD,PATIALA**

**Notice**

Date :-22<sup>nd</sup> sep'22

There will be a meeting at 2:00 p.m. sharp on 22/09/22 in the Principal's office. All the faculty members to ensure their presence on time.

Agenda: Review of work in Progress

  
Principal  
22/9/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Review Meeting**

Date	Day	Time	Venue
22/09/2022	Thursday	2:00 p.m.	Principal office

**Agenda:** Review of On-Going activities

**Minutes of the Meeting**

A meeting was conducted by IQAC coordinator and the convener checked upon the work in progress for the upcoming visit of the NAAC peer team. Doubts were discussed among the faculty members and evaded by the Coordinator in presence of Principal Sir. Necessary suggestions were also taken from the members and dwelled upon.

The meeting concluded with a note of encouragement from the Principal.

  
Principal  
22/9/22


**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD,PATIALA**

**Notice**

Date :-5<sup>th</sup> Oct'22

**Criterion wise Review**

There will be a meeting on 07/10/22 in the Seminar Hall at 2:00 p.m. sharp. All faculty members to ensure their presence timely.

  
Principal  
5/10/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**

**Review Meeting**

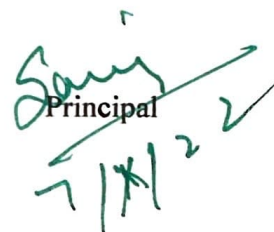
Date	Day	Time	Venue
07/10/2022	Friday	2:00 p.m.	Seminar Hall

**Agenda :** Criterion wise Review

**Minutes of the Meeting:**

The purpose of the meeting was to review the work in progress. Ms.Divya Kalra kicked off the meeting by discussing the NAAC peer team visit with the team members and motivating the IQAC team to work hard and fasten the preparation for NAAC Future visit. Criterion wise discussion took place and all the conveners of various criterions discussed their doubts and problems faced by them.

- IQAC Coordinator sought suggestions and feedback from members of coordinators of various Criterions regarding the compilation of SSR report.
- IQAC Coordinator informed the chairman about the progress of SSR.
- Extensive deliberations and suggestions from the members were taken regarding future activities.

  
Principal  
7/10/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD,PATIALA**

**Notice**

Date:-9<sup>th</sup> Nov'22

**IQAC Meeting**

This is to inform the faculty members that there will be a meeting on 10/11/2022 in the Principal's office at 3:00 p.m. All members are requested to reach on time.

Agenda: To review On-going activities

  
Principal  
9/11/22



**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**


**Review Meeting**

Date	Day	Time	Venue
10/12/2022	Thursday	3:00 p.m.	Principal's Office

**Agenda:** To review on-going activities.

**Minutes of the meeting:**

The meeting was conducted by the Principal and the IQAC coordinator. The meeting took place to keep a check on the activities going on for the future NAAC peer team visit.

  
Principal  
10/12/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD,PATIALA**

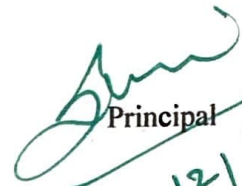
**Notice**

**Date:- 30<sup>th</sup> Dec'22**

**IQAC Meeting**

This is to inform all the IQAC members to be assembled at principal's office at 12:00 Noon Sharp.  
Kindly ensure your presence.

**Agenda:-** To assign the roles and responsibility to the faculty members for NAAC Peer team visit.

  
Principal  
30/12/22

**ASIAN COLLEGE OF EDUCATION  
SIRHIND ROAD, PATIALA**


**IQAC Review Meeting**

Date	Day	Time	venue
30 <sup>th</sup> Dec'22	Friday	12 Noon	Principal's Office

**Agenda:-** To assign the roles and responsibility to the faculty members for NAAC Peer team visit.

**Minutes of the meeting**

The objective of the meeting was to assign the roles and responsibility to faculty members for the upcoming visit of NAAC peer Team on 7<sup>th</sup> of Feb and 8<sup>th</sup> of Feb 2023. The duty list is attached herewith.

  
Principal  
30/12/22