

## Minutes of the IQAC Meeting

**Session: 2022–23**

**Date: 31 August 2022**

**Time: 11:40 PM**

**Venue: IQAC Room, A. P. Sen Memorial Girls College, Lucknow**

<b>S. No.</b>	<b>Agenda Item</b>	<b>Decision Taken</b>	<b>Action Taken</b>
0	1	2	3
1	Progress on previous agenda points	To review and monitor progress of earlier decisions	Review conducted and progress noted by the committee
2	New Admissions	To ensure smooth and transparent admission process	Admission process monitored and guidance provided
3	Career Advancement Scheme (CAS)	To guide faculty regarding CAS norms and documentation	Faculty members informed about CAS requirements
4	AQAR	To continue preparation and documentation of AQAR	Data collection and compilation initiated
5	NAAC	To strengthen NAAC-related quality initiatives	NAAC documentation and quality indicators discussed
6	Points from members	To consider suggestions for quality enhancement	Suggestions recorded for future implementation

## Action Taken Report (ATR)

IQAC Meeting held on 3 June 2023

Session: 2022–23

S. No.	Agenda Item	Decision Taken	Action Taken	Status
0	1	2	3	4
1	Review of tasks done by IQAC in the past one year	To review and assess IQAC activities undertaken during the previous academic year	Review conducted and summary of activities prepared	Completed
2	Planning for the next academic year	To formulate an action plan for IQAC activities for the forthcoming academic year	Planning initiated and priorities identified	Completed
3	Miscellaneous	To consider quality-related suggestions from members	Suggestions noted for future implementation	Completed