

**SARASWATI COLLEGE OF PROFESSIONAL STUDIES,  
GHAZIABAD  
SESSION: 2023-24**

**IQAC (Minutes of Meeting)**

Date: January 29, 2024

**Welcome and Review of Previous Meeting Minutes:**

The meeting commenced with a warm welcome address by the Principal of the Institute. Subsequently, the progress of various initiatives by faculty members since the last meeting was thoroughly reviewed.

**Acknowledgements:**

Gratitude was extended to the CTPD organization and the School Principal for their unwavering support towards the institute's endeavors.

**Practice Teaching:**

Discussions were held regarding practice teaching with the principals of the affiliated schools. The institution proposed a tentative timeframe of March/April for the commencement of practice teaching.

**Alumni Meet:**

It was unanimously decided that an Alumni Meet will be organized on March 6, 2024. Faculty members and students will ensure that all alumni are duly informed about the event. A representative from the alumni association will be appointed to facilitate the Alumni Meet.

**Value Added Courses:**

It was highlighted that the upcoming value-added courses can also be attended by alumni, enriching their knowledge and skills.

**Feedback and Grievance Redressal Mechanism:**

The feedback received from students, faculty, and other stakeholders was reviewed. Suggestions for improvements to the feedback form were discussed and will be implemented accordingly.

**Finalizing the date, time, and Venue of the next meeting:**

The next meeting is scheduled for April 2024 and will be held in the Conference Room.



**In-charge**



**Principal**

Saraswati College of Professional Studies