

ARMY INSTITUTE OF LAW

PROCEEDINGS OF THE AIL INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 24th JUN 2022

1. A meeting of IQAC was held on 24 Jun 2022 at Army Institute of Law, Mohali. The following were present in the meeting: -

(a)	Dr Tejinder Kaur, Principal	Chairperson, IQAC
(b)	Col SP Singh, Registrar	Senior Administrative Officer
(c)	Ms Ekjyot Kaur Gujral	Coordinator IQAC
(e)	Mrs Jasleen Chahal	Member IQAC
(f)	Dr Bajirao Rajwade	Special Invitee
(g)	Dr Puja Jaiswal	Special Invitee
(h)	Dr Kulpreet Kaur	Special Invitee
(i)	Dr Sheetal Kapoor	Special Invitee
(j)	Dr Kirandeep Kaur	Special Invitee

2. The Coordinator, IQAC, welcomed all the members. The following agenda points were discussed and deliberated upon: -

Agenda point 1

Academic Calendar for Aug- Dec 2022 semester

The academic calendar for the next semester needs to be prepared keeping in view the academic curriculum and conduct of various Inter and Intra-institute events in the forthcoming semester. The concerned coordinators need to plan for the conduct of the various events.

Action needed: A meeting is to be conducted with the event coordinators to discuss about the conduct the events.

Agenda point 2

Celebration of 75th Independence Day at the Institute

As part of 'Azaadi Ka Amrit Mahotsav' celebrations, the Independence Day needs to be celebrated in the Institute with full fervor. There will be Flag hoisting at the institute in the presence of Principal, Registrar, Faculty and Administrative staff followed by a cultural programme and high tea.

Action needed: The event needs to be planned by the designated administrative staff. A yoga camp may be planned on this day.

Agenda point 3

Conduct of online counselling for the admissions of 2022-23

After the declaration of result of Law Entrance Test, the online counselling for the BALLB batch of 2022-23 needs to be conducted in the month of July. Board to be detailed for the smooth

conduct of admissions, the checking and verification of documents needs to be undertaken for all the candidates who have applied and appeared for the Law Entrance Test (LET) of the institute. Accordingly, the merit lists have to be prepared for admissions.

Action needed: The admission committees comprising of faculty and concerned administrative staff needs to be appointed to carry out the work of counselling process.

Agenda point 4

Preparation of AQAR for the institute

Since the institute is accredited by NAAC, it is required to submit an Annual Quality Assurance Report (AQAR) of the institute every year. The NAAC core committee members are required to prepare the criteria wise AQAR for 2021-22. A detailed discussion needs to be undertaken regarding the different parameters of the report once it is prepared. Timeline needs to be defined for finalizing the AQAR for which a meeting shall be held in the month of August with all the members.

Action needed: The NAAC core committee members to be asked to prepare the criteria wise report and submit a report to the undersigned.

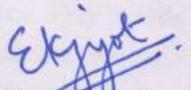
Agenda point 5

Proposal to appoint a Counsellor at the Institute

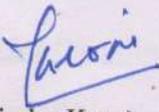
The Institute intends to appoint a counsellor to take care of the psychological issues (if any) of the students. Since it is a fully residential college and students stay far away from their homes and families, so they need a counsellor for emotional and mental support and guidance at times. The counsellor shall be available twice a week for an hour in the campus to talk and interact with the students individually.

Action needed: The post of counsellor needs to be advertised in the newspapers and a suitable candidate to be appointed to meet the requirement of the students.

Date: 27 Jun 2022


(Ms Ekjyot Kaur Gujral)
IQAC Coordinator

COUNTERSIGNED


(Dr Tejjinder Kaur)
Principal