

## ARMY INSTITUTE OF LAW

### PROCEEDINGS OF THE AIL INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 11<sup>th</sup> JUL 2023

1. A meeting of IQAC was held on 11 Jul 2023 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
(d)	Dr Alamdeep Kaur	Co-Coordinator IQAC
(e)	Dr Bajirao Rajwade	Special Invitee
(f)	Dr Kulpreet Kaur	Special Invitee
(g)	Dr Amrita Rathi	Special Invitee

2. The Coordinator, IQAC, welcomed all the members. Progress on the points of the last meeting held on June 24<sup>th</sup>, 2022 was given which included the smooth conduct the online counselling process for the admissions of 2022-23 batch as discussed and the successful submission of AQAR for the year 2021-22 as per the NAAC requirements. Also, a counsellor was successfully appointed by the institute for a semester to meet the needs of the students.

3. The following agenda points were discussed and deliberated upon: -

#### Agenda point 1

#### Conduct of online counselling for admissions of 2023-24

After the declaration of result of Law Entrance Test, the online counselling for the BALLB batch of 2023-24 needs to be conducted. Board to be detailed for the smooth conduct of admissions, the checking and verification of documents at the time of counselling needs to be undertaken for all the candidates who are a part of the final merit lists prepared.

**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 2

#### Academic Calendar for the session 2023-24

As the academic session for 2023-24 will commence from 1<sup>st</sup> August 2023, the academic calendar of activities needs to be prepared and all coordinators to discuss the details of events. Academic Calendar to be prepared by 25<sup>th</sup> July 2023.

**Action Required:** Event Coordinators to meet and discuss the activity schedule.

**Agenda point 3**  
**Conduct of National Seminar**

National Seminar is conducted annually in the institute. Therefore, discussion on various themes needs to be deliberated upon. Looking at the needs of contemporary times, theme for the seminar shall be decided accordingly. Also, since a date has to be decided for the conduct of the seminar which shall be put in the academic calendar.

**Action Required:** Seminar Coordinator to be appointed for the conduct of seminar.

**Agenda point 4**  
**Conduct of 9<sup>th</sup> Convocation and Annual Alumni meet**

The Institute will conduct the 9<sup>th</sup> Convocation for BALLB batches 2022 and 2023 and LLM batches, this semester along with the annual alumni meet. The event coordinator needs to be appointed for the same. This shall be followed by the discussion on date for the conduct of convocation and alumni meet, a tentative plan and budgeting for the events.

**Action Required:** Concerned coordinator to look into the discussion and conduct of Convocation and annual Alumni meet.

**Agenda point 5**  
**Society and Centre Activities**

To give exposure to students on various co-curricular activities, societies & research centres are functioning in the institute. The coordinators of these societies need to plan their annual activity schedule. Activity schedule to be placed for discussion and approval in the faculty meeting with the principal which shall later be notified to the students.

**Action Required:** Coordinators Of societies & research centres to plan activities.

**Agenda point 6**  
**Conduct of 13<sup>th</sup> edition of Checkmate- AIL National Moot Court Competition**

The Institute will conduct the 13<sup>th</sup> edition of Checkmate- AIL National Moot Court Competition this semester. The event coordinator needs to be appointed for the same. This shall be followed by the discussion on date for the conduct of the competition, work on the proposition to be made for it, a tentative plan and budgeting for the event.


**Action Required:** Concerned coordinator to look into the discussion and conduct of the national moot court competition.

**Agenda point 7**  
**Review on Progress on Start of B.Com. LLB.**

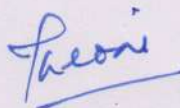
The approval for start of the new course B.Com. LLB has been sought from the Bar council of India. The implementation of this course shall be undertaken from the next academic session and the preparations for the same are being discussed and action shall be undertaken after due approval from the authorities.

**Action Required:** Academic Clerk to prepare necessary documentation to be put up to the authorities.

Date: 17 Jul 2023

  
(Ms Ekjyot Kaur Gujral)  
IQAC Coordinator

**COUNTERSIGNED**

  
(Dr Tejinder Kaur)  
Principal