

IQAC Meeting: 01

All the IQAC members are requested to attend the first meeting of IQAC scheduled on 15th July, 2015 in the Principal office at 1:10 p.m. The agenda for this meeting is as follows:

Agenda:

1. Interacting staff members to IQAC cell for academic session 2015-16.
2. Brief discussion on action taken report of academic year 2015-16.
3. Proposed follow up actions to be taken in 2015-16.
4. Discussion on successful execution of classes and completion of syllabus.
5. Discussion on previous results and new strategies to promote quality education.
6. Any other suggestion / idea by IQAC members.

Dated: 15th July, 2015

Venue: Principal Office

Time: 1:10 PM

Kindly make it convenient to attend the meeting on the date and time specified above.


IQAC Coordinator


Principal

Minutes of the Meeting: 01

The first meeting of IQAC was held on 15th July, 2015 in Principal Office at 01:10 p.m. under the Chairmanship of Madam Principal. Following members were present for the meeting.

1. Madam Principal	Chairperson
2. Mr. Harmohinder Singh Bedi	External Expert
3. Mr. Rajesh Kumar	External Expert
4. Mrs. Daljinder Kaur	Coordinator, IQAC
5. Mrs. Pardeep Kaur	Member
6. Ms. Money Ohri	Member
7. Dr. (Mrs.) Rama Gandotra	Member
8. Ms. Jyoti Saini	Member
9. Ms. Sandeep Kaur Goraya	Member
10. Sh. Om Prakash Sharma	Community Representative
11. Mr. Gurwinder Singh	Industry Representative
12. Ms. Aarti	Alumni Representative
13. Ms. Komal Mahajan	Alumni Representative
14. Ms. Harsimran	Student Representative

Minutes of Meeting:

Minutes of the IQAC first meeting are as follows:

1. The meeting was started by introducing all the newly appointed members of IQAC Cell by the Coordinator Mrs. Daljinder Kaur. The cell was formed as per the UGC Guidelines and staff member's recommendations.

a) Madam Principal is unanimously appointed as the Chairperson.

b) Mrs. Daljinder Kaur, Head, Department of Political Science is elected as the Coordinator of IQAC Cell as per her earlier experience in IQAC.

c) Dr. Harmohinder Singh Bedi was elected as an External Expert for Quality Management.


2. New Appointments for session 2015-16.

3. All members were satisfied with the University Result of Academic year 2014-15

4. The Committee discussed the guidelines issued by the UGC regarding IQAC in the College. The objectives and functions were discussed in this meeting. The Committee agreed to prepare Action Plan for the year 2015-16 accordingly.
5. The Committee focused on the important aspects like Academics, Research, Sports, Extension Activities and Infrastructure facilities. The Committee agreed to prepare proposals for workshops / seminars, conferences.
6. The Committee appreciated the activities of the Principal and the faculty on their various achievements.
7. The Committee agreed to invite eminent personalities and research scholars from various institutions from time to time to ensure Quality Education.
8. The IQAC requested suggestions from each department so as to ensure quality teaching aids and strategies for further improvement in sports, academics and cultural activities.
9. The Committee agreed to organise Faculty Development Programme for our faculty members to analyse and to enhance their personalities, responsibilities and their teaching skills by imbibing words of wisdom by National/ International Dignitaries.
10. The Cell is satisfied with the last year's conduction of Remedial for slow learners in the college. All members unanimously suggested continuing this scheme more effectively in this Academic Year 2015-16 also.
11. To organise Sports Tournaments in the college campus.

The meeting ended with a brief note by the Chairperson Madam Principal who motivated the staff members to work with zeal and zest to improve and strengthen the academic and administrative performance of the college. Mrs. Daljinder Kaur also proposed a Vote of Thanks.


IQAC Coordinator


Principal

IQAC Meeting: 02

All the IQAC members are requested to attend the second meeting of IQAC scheduled on 13th November, 2015 in the Principal office at 12:30 p.m. The agenda for this meeting is as follows:

Agenda:

1. Confirmation of minutes of previous meeting.
2. Action taken report on the issues discussed in the first meeting.
3. To organise meeting of IQAC with faculty, non teaching faculties, Alumni and various stakeholders.
4. Discussion to promote employability skills of students.
5. IQAC Cell planned to organise such activities that are aimed to carry forward the cultural legacy and to promote heritage.
6. Any other suggestion / idea by IQAC members.

Dated: 13th November, 2015

Venue: Principal Office

Time: 12:30 PM

Kindly make it convenient to attend the meeting on the date and time specified above.


IQAC Coordinator


Principal

Minutes of the Meeting: 02

The second meeting of IQAC was held on 13th November, 2015 in Principal Office on 12:30 p.m. under the Chairmanship of Madam Principal. Following members were present for the meeting.

1. Madam Principal	Chairperson
2. Mr. Harmohinder Singh Bedi	External Expert
3. Mr. Rajesh Kumar	External Expert
4. Mrs. Daljinder Kaur	Coordinator, IQAC
5. Mrs. Pardeep Kaur	Member
6. Ms. Money Ohri	Member
7. Dr. (Mrs.) Rama Gandotra	Member
8. Ms. Jyoti Saini	Member
9. Ms. Sandeep Kaur Goraya	Member
10. Sh. Om Prakash Sharma	Community Representative
11. Mr. Gurwinder Singh	Industry Representative
12. Ms. Aarti	Alumni Representative
13. Ms. Komal Mahajan	Alumni Representative
14. Ms. Harsimran	Student Representative

Minutes of Meeting:

Minutes of the IQAC second meeting are as follows:

1. The Minutes of the previous meeting was confirmed.
2. Action taken report of the previous meeting is discussed.
3. The Committee focused to plan new strategies for development of faculty and motivation to staff for Research projects and participation in Professional Development Programmes.
4. The IQAC Cell agreed to organize workshops and seminar to enhance the knowledge of students.
5. The IQAC Cell planned to organise Educational trips and Industrial Visits to make students aware about the global demands of industry.
6. The Committee agreed to organise Employment Tests, Mock Tests and Mock Interviews to prepare students for jobs and self employment.



7. The IQAC planned to purchase new books for library and customised software for students and hostellers.
8. The follow up of activities, as a part of Action Plan, done by IQAC were presented before members as follows:-
 - 1) New equipments should be purchased for the Science Laboratories.
 - 2) Students should be motivated for relevant field trips/ study trips.
 - 3) Need to arrange Parent Teachers meetings more frequently by College.
9. It was recommended that the records of Attendance and Daily Teaching Reports should be regularly maintained as a regular activity.
10. It was proposed by the Coordinator and approved collectively by all the members that IQAC may conduct frequent meetings with various stakeholders, Teaching & Non-Teaching Staff, eminent educationist personalities from various organisations, alumni and students etc.

In the end, Madam Principal highly encouraged IQAC members to accomplish the tasks that were decided in the meeting in order to strengthen the college performance in the region. The meeting ended with Vote of Thanks by Mrs. Daljinder Kaur.


Coordinator, IQAC


Principal

IQAC Meeting: 03

All the IQAC members are requested to attend the third meeting of IQAC scheduled on 21st March, 2016 in the Principal office at 1:10 p.m. The agenda for this meeting is as follows:

Agenda:

1. Confirmation of minutes of previous meeting.
2. Action taken report on the issues discussed in the second meeting.
3. Organising meetings with various clubs and societies.
4. More emphasis on Semester University Examination.
5. Discuss future plans for Academic year 2016-17.
6. Any other matter with permission of Chairperson.

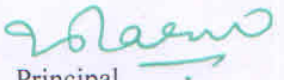
Dated: 21st March, 2016

Venue: Principal Office

Time: 1:10 PM

Kindly make it convenient to attend the meeting on the date and time specified above.


IQAC Coordinator


Principal

Minutes of the Meeting: 03

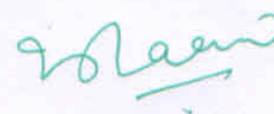
The third meeting of IQAC was held on 21st March, 2016 in Principal Office at 1:10 p.m. under the Chairmanship of Madam Principal. Following members were present for the meeting.

1. Madam Principal	Chairperson
2. Mr. Harmohinder Singh Bedi	External Expert
3. Mr. Rajesh Kumar	External Expert
4. Mrs. Daljinder Kaur	Coordinator, IQAC
5. Mrs. Pardeep Kaur	Member
6. Ms. Money Ohri	Member
7. Dr. (Mrs.) Rama Gandotra	Member
8. Ms. Jyoti Saini	Member
9. Ms. Sandeep Kaur Goraya	Member
10. Sh. Om Prakash Sharma	Community Representative
11. Mr. Gurwinder Singh	Industry Representative
12. Ms. Aarti	Alumni Representative
13. Ms. Komal Mahajan	Alumni Representative
14. Ms. Harsimran	Student Representative

Minutes of Meeting:

Minutes of the IQAC third meeting are as follows:

1. The minutes of the previous meeting was confirmed.
2. Action Taken Report of previous meeting was discussed.
3. Chairperson initiated the proceedings by congratulating the members of IQAC team on reaccreditation of College with "A" Grade and appreciated their efforts.
3. Peer teaching and remedial coaching & Internal Improvement for slow learners & weak students.
4. Commerce Department & Science Department planned to organise field trips and educational trips for the students to enhance their practical skills.
5. It was decided to conduct Pre-Semester Exams and organise Parents Teacher Meet.
6. Future plans were discussed for the new Academic Session 2016-17:
 - 1) To purchase new equipments for various laboratories.



- 2) To improve the present infrastructure and add new one to meet the requirements of the college.
- 3) To purchase new books and subscribe for journals and magazines for the purpose of Library upgradation.
- 4) To seek financial help from UGC with various new proposals.

In the end, Madam Principal proposed Vote of Thanks.



Coordinator, IQAC


Principal