

## IQAC Meeting: 01

All the IQAC members are requested to attend the first meeting of IQAC scheduled on 17th July, 2017 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 2017-18
2. Brief discussion on action taken report of academic year 2017-18
3. Proposed follow up actions to be taken in 2017-18
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: 17th July, 2017

Venue: Principal Office

Time: 01:10 PM

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

  
IQAC Coordinator

  
Principal

PRINCIPAL  
P.T. MOHAN LAL R.D. COLLEGE FOR WOMEN  
GURDASPUR

## Minutes of the Meeting: 01

The first meeting of IQAC was held on 17<sup>th</sup> July, 2017 in Principal Office on 01:10 p.m. under the Chairmanship of the 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) Dr. (Mrs.) Neelam Sethi being the Principal is unanimously appointed as the Chairman

b) Mrs. Daljinder Kaur, Head of the 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 2017-18.

3. All members were satisfied with the University Result of Academic year 2016-17

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 2017-18 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 with special regard to NAAC accreditation of the college with 'A' Grade. The healthy activities were appreciated and praised by all the members.

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 organize 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 2017-18 also.

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 proposed the Vote of Thanks.

  
IQAC Coordinator

  
Principal

PRINCIPAL  
FT MOHAN COLLEGE FOR WOMEN  
GURDASPUR

### IQAC Meeting: 02

All the IQAC members are requested to attend the second meeting of IQAC scheduled on 22th November, 2017 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 first meeting.
3. Action plan of IQAC for the year 2017-18
4. To organise meeting of IQAC with faculty, non teaching faculties, Alumni and various stakeholders.
5. Discussion to promote employability skills of students.
6. IQAC Cell planned to organise such activities that are aimed to carry forward the cultural legacy and to promote heritage.
7. Any other matter with permission of Chairperson.

Dated: 22th November, 2017

Venue: Principal Office

Time: 01:10 PM

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

  
IQAC Coprdinator.

  
Principal  
FT. ROHANI  
PRINCIPAL  
GIRLS FOR WOMEN  
BURDASPUR



## Minutes of the Meeting: 02


The second meeting of IQAC was held on 22th November, 2017 in Principal Office on 01:10 p.m. under the Chairmanship of the 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. Poonam Seth	Member
6. Ms. Komal Mahajan	Member
7. Dr. (Mrs.) Khushboo Aggarwal	Member
8. Ms. Ritika	Member
9. Ms. Kiranbir Kaur	Member
10. Sh. Om Prakash Sharma	Community Representative
11. Mr. Gurwinder Singh	Industry Representative
12. Ms. Aarti	Alumni Representative
13. Ms. Harsimran	Alumni Representative
14. Ms. Kanwalpreet Kaur	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 month is discussed.
3. The Committee focused to plan new strategies for development of faculty and motivation to staff for Research projects.
4. The IQAC planned to start B.Sc. (Fashion Designing) as a new course at Graduation Level from the coming session.
5. The IQAC Cell agreed to organize workshops and seminar to enhance the knowledge of students.
6. The IQAC Cell planned to organise Educational trips and Industrial Visits to make

  
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PT. MOHAN LAL S.D. COLLEGE FOR WOMEN  
GURDASPUR

7. The Committee agreed to organise Employment Tests, Mock Tests and Mock Interviews to prepare students for jobs and self employment.

8. The IQAC planned to purchase new books for library and customised software for students use.

9. 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.
4. 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, Principal Madam 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  
PT MOHAN LAL S.R. COLLEGE FOR WOMEN  
GURDASPUR

**IQAC Meeting: 03**

All the IQAC members are requested to attend the third meeting of IQAC scheduled on 19th January, 2018 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 second meeting.
3. Organising meetings with various clubs and societies.
4. More emphasis on Semester University Examination.
5. Discuss future plans for Academic year 2018-19.
6. Any other matter with permission of Chairperson.


Dated: 19th January, 2018

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

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PT. MOHAN LAL S.D. COLLEGE FOR WOMEN  
GURDASPUR

### **Minutes of the Meeting: 03**

The meeting of IQAC was held on 6th March, 2018 in Principal Office on 12:30 p.m. under the Chairmanship of the 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. Poonam Seth	Member
6. Ms. Komal Mahajan	Member
7. Dr. (Mrs.) Khushboo Aggarwal	Member
8. Ms. Ritika	Member
9. Ms. Kiranbir Kaur	Member
10. Sh. Om Prakash Sharma	Community Representative
11. Mr. Gurwinder Singh	Industry Representative
12. Ms. Aarti	Alumni Representative
13. Ms. Harsimran	Alumni Representative
14. Ms. Kanwalpreet Kaur	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 month was discussed.
3. Peer teaching and remedial coaching & Internal Improvement for slow learners & weak students.
4. Commerce Department planned to organise field trips and educational trips for the students to enhance their practical skills.
5. Future plans were discussed for the new Academic Session 2018-19:-

1. To purchase of new equipments for various laboratories.
2. Upgradation of Fashion Designing Department by introducing B.Sc. (Fashion Designing) at Graduation Level



- requirements of the college.
4. To execute various Faculty Development Programmes for the betterment of Faculty members.
  5. To purchase new books and subscribe for journals and magazines for the purpose of Library upgradation.
  6. To seek financial help from UGC with various new proposals.

In the end, Madam Principal proposed Vote of Thanks.

  
Coordinator, IQAC

  
Principal  
PT. MOHAN LAL S.D. COLLEGE FOR WOMEN  
GURDASPUR