

## IQAC MEETING: 1

All the IQAC members are requested to attend the first meeting of IQAC scheduled on 2<sup>nd</sup> July 2022 in the principal's office at 1:10 p.m. The agenda for this meeting is as follows:

### AGENDA:

1. Introduction of a new team of IQAC for the academic session 2022-23.
2. To read and confirm the minutes of the previous meeting held.
3. Brief discussion on action taken report of the academic year 2021-22.
4. Plans of the institution for the current academic year 2022-23.
5. Preparation of AQAR 2022-23.
6. Discussion on the successful execution of regular classes.
7. To strengthen alumni engagement by inviting prominent alumni for guest lectures and workshops.
8. To discuss extension activities to be undertaken in the current academic year.
9. Any other suggestions / Ideas by the Principal and IQAC members.

Dated: 2<sup>nd</sup> July 2022

Venue: Principal Office

Time: 1:10 PM

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

  
Principal  
Pt. Mohan Lal S.D. College  
for Women, Gurdaspur



## MINUTES OF THE MEETING: 1

The first meeting of IQAC was held on 2<sup>nd</sup> July 2022 in the Principal's Office at 01:10 p.m. under the Chairmanship of the Principal Dr. (Mrs.) Neeru Sharma. The following members were present for the meeting.

1. Principal Dr. (Mrs.) Neeru Sharma

Chairperson

2. Sh. Hiramani Aggarwal

Management Expert

3. Dr. (Mrs.) Rama Gandotra

Coordinator, IQAC

4. Mrs Poonam Seth

Coordinator NAAC

5. Mrs Sandeep Kaur Goraya

Co Coordinator NAAC

6. Mrs. Jyoti Saini

Member

7. Mrs. Seema Mahajan

Member

8. Mrs. Money Ohri

Member

9. Mrs. Surkhab Shelly

Member

10. Dr. (Mrs.) Khushboo Aggarwal

Member

11. Dr. Dinesh Sharma

Member

12. Mrs. Gurdeep Kaur

Member

13. Mr. Nitin Hastir

External Expert

14. Ms. Heena Mahajan

Alumni Representative

15. Ms. Rupinder Kaur

Student Representative

### **The minutes of the IQAC's first meeting are as follows:**

- The meeting started with an introduction of all the members of IQAC Cell by the Coordinator Dr. (Mrs.) Rama Gandotra. The cell was formed as per the UGC and NAAC Guidelines.
  - Dr. (Mrs.) Neeru Sharma being the principal is unanimously appointed as the Chairperson.
  - Dr. (Mrs.) Rama Gandotra, Head of, the Department of Sociology was elected as the Coordinator of IQAC Cell as per her earlier experience in IQAC.
- The minutes of the last meeting and the action taken report were read.
- The objectives and functions of IQAC were read. The guidelines issued by the UGC and



NAAC regarding IQAC and AQAR were discussed. A criteria-wise team for the collection of the data and the preparation and submission of AQAR online on the portal was formed and suggestions from them were solicited. It was entrusted that criteria wise heads will complete their first draft of AQAR by the third week of August.

4. The college calendar for the current session was approved by the IQAC members.
5. The Departments to frame the documentation and submit to IQAC for review.
6. To organize an Orientation program for fresher students.
7. Independence Day-related activities to be organized.
8. To organize Heritage-related cultural events.
9. To initiate Career Counselling programs.
10. To organize health awareness programs.
11. Lecture series to engage the Alumni Association.
12. Formation of Student Council.
13. Enrollment of students in various clubs and committees.
14. To organize departmental expert talks, Guest Lectures, seminars, webinars, and workshops for students.
15. Motivating students for Inter College Competition.
16. To organize Awareness rallies.
17. Enrichment of the Library as a learning resource.
18. To motivate staff members to attend webinars, FDPs, and seminars to understand the salient features of NEP 2020 and NAAC.
19. The principal congratulated team IQAC and whole faculty for successful completion of five years of monthly newsletter 'UDAAN' and one year of college monthly e magazine 'E-Darpan'. She instructed teachers and students to contribute articles/ paper for E-Darpan.

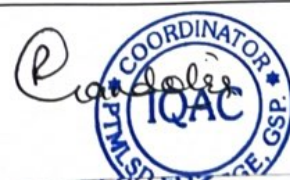
The meeting ended with a brief note by the Chairperson Dr. (Mrs.) Neeru Sharma who motivated the staff members to enhance the college's academic and administrator performance with enthusiasm and dedication.

Dr. (Mrs.) Rama Gandotra proposed a Vote of Thanks.



### ACTION TAKEN REPORT - MEETING 1

Sr. No.	Items of Agenda	Action Taken
1.	AQAR	The annual departmental plans were made, and IQAC reviewed them. The first draft of AQAR 2021-22 was submitted to IQAC in the last week of August. The second draft was submitted in the second week of September. After necessary corrections and suggestions, it was handed over to criteria heads for final review.
2.	Interactive Programmes	<ul style="list-style-type: none"><li>• An interactive program was organized by the Environment Association and Green Club in collaboration with the Ministry of Jal Shakti, Govt. of India, and Red Ribbon Society, Gurdaspur.</li><li>• 47 students of the Computer department enrolled in the 'Cyber Shiksha Programme' under DSCI and Microsoft Training Partner.</li></ul>
3.	PRAYAS-2	The College arranged 15 days' workshop, "PARYAS-2". A PDP Programme in which different activities were organised for students.
4.	Orientation Programme	Every department organised an Orientation program for the fresher students. All the students were acquainted with various courses, their curriculum and other activities of the college.
5.	Azadi Ka Amrit Mahotsav	The NSS Unit organized a series of events in collaboration with different departments to celebrate "Azadi Ka Amrit Mahotsav" commemorating the 75th year of India's independence. Social Sciences department organised a guest lecture on 'Partition of India.
6.	Infrastructure	The open gym was inaugurated of by worthy members of the management. The gym houses amenities like Twister machine, Cycle machine, Arm Roller and Abs machine which consists of waist twisting, rolling arm and many more.



7.	Student Centric Learning Activities	<ul style="list-style-type: none"> <li>• Punjabi department of the college organized a guest lecture on the topic 'Sikhiya Da Madhyam Ate Bhasha.'</li> <li>• A PDP on "Facing Challenges of Life" was organized.</li> <li>• The Computer Science department arranged a captivating Guest Lecture on 'Emerging research areas in Computational Sciences.'</li> <li>• The Zoology department organized a webinar on Bio-diversity and its importance.</li> <li>• Social Sciences Club organized a guest lecture on Relevance of Bhagat Singh's Ideas in Present era.</li> <li>• Chemistry department organized a webinar on 'Revisiting Basic Concepts of Organic Chemistry'</li> <li>• The NSS Unit and Home Science department in collaboration with Bharat Vikas Parishad organized seminar on anemia-free society under 'Poshan Mah.'</li> <li>• A workshop on 'Social Awareness About Millets' was organized by Home Science and Sociology department in association with 'Kheti Virasat Mission and Bhumi.'</li> <li>• The Alumni Association of the college conducted six informative workshops.</li> <li>• Guest lecture for hostel students on Stress Management</li> </ul>
7.	Departmental Activities	<ul style="list-style-type: none"> <li>• FD students participated in a Face Painting Competition organized by Panjab University Chandigarh and won prizes.</li> <li>• The Heritage Club celebrated the Teej festival in collaboration with Fashion Designing, Cosmetology and Home Science Department.</li> <li>• Physical Education department and Sports club celebrated National Sports Day.</li> </ul>



		<ul style="list-style-type: none"> <li>• A wall magazine was displayed by the Commerce department.</li> <li>• Punjabi and History department joyously celebrated the Parkash Utsav of 'Shri Guru Granth Sahib Ji.'</li> <li>• Science Club, Red Ribbon, and Jigyasa Club organized a Quiz competition in association with Competitive Cell, in which students from different streams participated.</li> <li>• The Computer Science department of the college organized an Inter-College fest 'TECHNOFUN' where 92 students from 10 different colleges participated.</li> </ul>
8.	Faculty Enhancement	<ul style="list-style-type: none"> <li>• Our staff members attended FDP and webinars on NEP 2020 and NAAC preparedness.</li> <li>• Many faculty members were appointed as a member of the Board of Studies (UG), by VC GNDU, ASR.</li> <li>• Faculty members got their papers published and edited books.</li> <li>• The Think Tank and FDP committee of the college organized an enlightening FDP on 'Women Empowerment.'</li> </ul>
9.	Pandit Ji's 23 <sup>rd</sup> Death Anniversary	<p>To commemorate 23<sup>rd</sup> Death Anniversary of our Revered Pandit Ji, a Prarthna Sabha was organized. Various events were hosted by the different clubs and committees:</p> <ul style="list-style-type: none"> <li>• Bhajan Gayan was accumulated by Youth Club.</li> <li>• Central Association and Rotaract Club arranged Neki Ki Diwar.</li> <li>• Volleyball Tournament was organized by Sports Club.</li> <li>• Health kits were distributed by Red Ribbon Club.</li> <li>• IQAC arranged a Pandit Mohan Lal memorial lecture by Dr. Harish K Puri, Chandigarh on B.R. Ambedkar.</li> </ul>
10.	Sports	<ul style="list-style-type: none"> <li>• Our volleyball team bagged 1st position in block level tournament held at Govt. College, Gurdaspur.</li> </ul>



		<ul style="list-style-type: none"> <li>• Our sports students bagged first position in 'Tug of War' in 'Block Level Tournament' organized by Govt. College, Gurdaspur.</li> <li>• Our student Pavneet Kaur got gold medal in 100 and 200 mts race in an event organized by Govt. College, Gurdaspur.</li> <li>• Volleyball team of the college got 1st position under 21-40 and 2nd position under 21 in district volleyball championship held at SSM College, Dinanagar. 6 players from the under 21-40 and 5 players from the under 21 were selected for the State Level tournament.</li> <li>• 12 students got 8 Gold medals, 2 Silver medals and 2 Bronze medals in different weight categories in District Boxing Championship was held at Baba Ajay Singh Khalsa College, Gurdasnangal. Our student Ms. Ranjit Kaur was selected as 'Best Boxer' in the tournament.</li> </ul>
11.	Miscellaneous	<ul style="list-style-type: none"> <li>• The NSS Unit and Red Ribbon Club organized a Plantation drive in the college premises.</li> <li>• Library committee celebrated Library Day.</li> <li>• The library committee instructed every department to prepare list of required books to be purchased. Many new books were also added in the existing stock.</li> <li>• Patriotic and Electoral Literacy Club organized Shaurya Saman Samaroh.</li> <li>• Students participated in a Placement drive organized in association with DBEE, Gurdaspur.</li> <li>• Cash prize was won by MA students in an essay writing competition organised by Guru Gobind Singh Study Circle.</li> <li>• Shrimani Gurudwara Prabandhak Committee, Amritsar conducted a Religious Exam in which 40 students won cash prizes.</li> </ul>



		<ul style="list-style-type: none"><li>• An Achievers program was organized to honour university merit holders.</li><li>• The Youth Club organized a one-day Talent Hunt (Khoj Ek Prayas).</li><li>• The Central Association of the college was installed.</li><li>• Patriotic Club &amp; NSS Club showed documentary on Bhagat Singh.</li><li>• All the important days such as Kargil Vijay Diwas, Teachers Day, Janmashtami, National Sports Day, World Literacy Day, Hindi Divas, etc. were celebrated with enthusiastic activities such as creating posters, writing slogans, making videos, designing PPTs, quiz contests, etc.</li></ul>
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## IQAC MEETING: 2

All the IQAC members are requested to attend the second meeting of IQAC scheduled on 10<sup>th</sup> Oct 2022 in the principal's 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. Review of the plan of the institution for the second quarter.
4. Review of AQAR by IQAC and submission of AQAR.
5. More emphasis on students' participation in academic sports and curriculum activities.
6. To start short-term courses to enhance skills among students.
7. Plans for new strategies to promote quality education by organizing more seminars.
8. Plans to understand NEP 2020.
9. Any other suggestions/ideas by IQAC members.

Dated: 10<sup>th</sup> Oct 2022

Venue: Principal Office

Time: 1:10 PM

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

  
Principal  
Pt. Mohan Lal S.D. College  
for Women, Gurdaspur



## MINUTES OF THE MEETING: 2

The second meeting of IQAC was held on 10<sup>th</sup> Oct 2022 in the Principal's Office at 1:10 p.m. under the Chairmanship of the Principal Dr. (Mrs.) Neeru Sharma. The following members were present for the meeting.

1. Principal Dr. (Mrs.) Neeru Sharma

Chairperson

2. Sh. Hiramani Aggarwal

Management Expert

3. Dr. (Mrs.) Rama Gandotra

Coordinator, IQAC

4. Mrs Poonam Seth

Coordinator NAAC

5. Mrs Sandeep Kaur Goraya

Co Coordinator NAAC

6. Mrs. Jyoti Saini

Member

7. Mrs. Seema Mahajan

Member

8. Mrs. Money Ohri

Member

9. Mrs. Surkhab Shelly

Member

10. Dr. (Mrs.) Khushboo Aggarwal

Member

11. Dr. Dinesh Sharma

Member

12. Mrs. Gurdeep Kaur

Member

13. Mr. Nitin Hastir

External Expert

14. Ms. Heena Mahajan

Alumni Representative

15. Ms. Rupinder Kaur

Student Representative

**Minutes of the IQAC second meeting are as follows:**

1. Dr. (Mrs.) Rama Gandotra, IQAC Coordinator welcomed the IQAC members and the minutes of the previous meeting were confirmed.
2. Action taken report of the previous meeting was discussed.
3. To celebrate all important days and festivals.
4. To organize exhibitions under the 'Earn while learn' scheme.
5. To publish proceedings of the national seminar.
6. To arrange FDPs and expert talks.
7. To conduct charitable and outreach programs to inculcate a sense of responsibility among students towards society.



8. To arrange seminars and workshops in association with MGNCRE.
9. Review of MSTs and identifying advanced and slow learners.
10. To organize Vidyarthi Darbar-Principal interaction with students.
11. It was decided to organize PTM to interact with parents for better learning outcomes.
12. To plan industrial visits and educational trips for the students & staff.
13. To organize a Sports meet.
14. Motivating sports persons for upcoming GNDU sports events.
15. Awareness rallies on social issues.
16. Enrichment of Library resources.
17. To initiate Skill enhancement programs.
18. To register Institution's Innovation Council and to plan quarter-wise activities under IIC.
19. To sensitize students on constitutional obligations through the celebration of commemorative days.
20. To plan short term and skill development courses.
21. Organize recreational activities for staff.

In the end, Dr. (Mrs.) Neeru Sharma highly encouraged IQAC members to accomplish the tasks decided in the meeting to strengthen the college's performance. The meeting ended with a Vote of Thanks by Dr. (Mrs.) Rama Gandotra.



## ACTION TAKEN REPORT - MEETING 2

Sr. No.	Items of Agenda	Action Taken
1.	AQAR	<ul style="list-style-type: none"><li>The final draft of AQAR 2021-22 was placed before the IQAC on 20/10/2022. It was successfully uploaded on NAAC HEI portal on 15/12/2022.</li></ul>
2.	Career Counselling	<ul style="list-style-type: none"><li>Career Counselling and Placement Guidance Cell and Commerce department jointly organized an expert talk from SEBI on "Investment Policies and Risk Planning".</li></ul>
3.	Earn while learn" scheme	<ul style="list-style-type: none"><li>Under the "Earn while learn" scheme, the Home Science, FD, and cosmetology departments organized an exhibition cum sale on Karwa Chauth to showcase students' creative talents.</li><li>The departments of Cosmetology, Fine Arts, Fashion designing and Home Science organized workshops to provide students with valuable vocational training and organised an exhibition cum sale on Diwali.</li></ul>
4.	Proceeding of National Seminar	<ul style="list-style-type: none"><li>The Department of Sociology, Hindi and Punjabi published proceedings of the National seminar on Guru Tegh Bahadur-Hind di Chadar'. It was released in the form of book by the worthy management.</li></ul>
5.	Faculty Enhancement	<ul style="list-style-type: none"><li>An FDP on "Psychological well-being of Working Women" by the FDP committee.</li><li>One faculty member attended one week FDP on NEP-2020.</li><li>The College Principal reappointed as member of Community Police, Gurdaspur.</li><li>7 faculty members got appreciation certificate for conducting workshop under MGNCRE</li></ul>



		<p>and Nehru Yuva Kendra.</p> <ul style="list-style-type: none"> <li>• 4 faculty members were appointed as a member of the Board of Studies (UG) of various departments of GNDU, ASR.</li> </ul>
6.	Student Centric Learning Activities	<ul style="list-style-type: none"> <li>• District level workshop on 'Promoting Social Level Entrepreneurship Based Vocational Education' in collaboration with MGNCRE (Ministry of Education, Govt. of India).</li> <li>• The Commerce Department organised a regional seminar on "Corporate Social Responsibilities."</li> <li>• Botany and Zoology department organized a one-day workshop on the "Use and care of a microscope in Biology."</li> <li>• FD department organised a workshop on collage making, poster making and on portrait skills.</li> <li>• Seminar under the campaign Empowerment of citizens through legal awareness was organised in association with district administration.</li> <li>• Punjabi and History dept. organized a seminar on 'understanding Punjabi Suba movement.'</li> <li>• The Commerce department of the college organized Industrial Visits to Verka Milk Plant.</li> <li>• An informative workshop on 'Start Up of Food Processing' was organized by the Entrepreneurship cell of the college in collaboration with Ministry of Food Production Industry, Govt. of India.</li> <li>• Maths department organised seminar on 'Mathematical Logic'.</li> <li>• A webinar on "The Romantic Imagination of British Romantic Poet" was organised by English department.</li> <li>• An industrial visit to Swastikas Industry, Amritsar was arranged by FD department.</li> </ul>



		<ul style="list-style-type: none"> <li>• Cosmetology department also organised an informative field visit.</li> <li>• One-day seminar on 'Constitutional Day' was organised by the Political Science department, Electoral literacy club and NSS of the college in collaboration with Nehru Yuva Kendra, Gurdaspur.</li> <li>• A seminar on 'social awareness about investments' under world investment week.</li> </ul>
7.	Skill Development Programs	<p>Keeping in view the NEP guidelines, 5 Short term certificates courses were initiated under the skill development.</p> <ul style="list-style-type: none"> <li>• Retail Management</li> <li>• Soft Skills</li> <li>• Basics of Experimental Techniques</li> <li>• C and C++</li> <li>• Web Designing</li> </ul>
8.	Awareness Programmes and Rallies	<ul style="list-style-type: none"> <li>• The Commerce department celebrated Vigilance Awareness Week.</li> <li>• NSS unit, Red Ribbon, and Health Club organised a seminar on 'WORLD AIDS DAY.'</li> <li>• Sociology department organised a webinar on 'WORLD AIDS DAY.'</li> <li>• The Environment Association organised an Anti-Pollution drive on National Pollution Day and an Awareness rally on Swachh Bharat and Drug Abuse, in collaboration with Sanjh Kendra, Gurdaspur.</li> <li>• NSS Unit, Environment Association and Green Club of the college Organized 'Awareness Rally on "Swachh Bharat and Drug Abuse" in collaboration with Sanjh Kendra.</li> </ul>



8.	Outreach Programs	<ul style="list-style-type: none"> <li>• The Central Association and the Rotaract Club undertook the charity project “Sharing Happiness with Others- Sarthak Diwali”. Food items and various essential things were distributed at Shani Mandir, Old Age Home, Orphanage and, slum areas.</li> <li>• Cosmetology department organised a training session cum lecture on ‘Skin Analysis Techniques’ at Sr. Sec. School, Babehali.</li> </ul>
9.	Sports	<ul style="list-style-type: none"> <li>• Our player won bronze medal in Senior state Boxing championship.</li> <li>• Our sportspersons won bronze and silver medals in national level Boxing competitions.</li> <li>• Our sportspersons won 6 medals in state level Kheda Wattan Punjab dia.</li> <li>• Sh. Upkar Krishan Sharma Memorial Sports Meet was organised by the college where 230 girls from different institutions participated in different games.</li> <li>• Our sportspersons won bronze, silver and gold medals in intercollege, state, and national level competitions.</li> </ul>
10.	Institution’s Innovation Council	<ul style="list-style-type: none"> <li>• The College has established IIC (Institution Innovation Cell) as per the norms of Innovation Cell, Ministry of HRD, Govt. of India for nurturing innovation and entrepreneurial ecosystem in the institution and organizes activities on entrepreneurship and guidance on setting up start-ups.</li> </ul>

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11.	Miscellaneous	<ul style="list-style-type: none"> <li>• The NSS unit of the college hosted 5<sup>th</sup> Rashtriya Poshan Mah.</li> <li>• A PT meet was organised to show the academic performance of students to their parents.</li> <li>• Interschool fest on the theme Beti Bachao, Beti Padhao was organised.</li> <li>• A Diwali feast was organised for the staff.</li> <li>• Diwali Night for hostellers was organised.</li> <li>• A trip for degree classes was organised by the college to Himachal Pradesh.</li> <li>• Political Science department celebrated National Unity Day.</li> <li>• A Seminar on Blood Donation drive was organized by the Red Ribbon Club of the college.</li> <li>• The principal and incharges had meeting with both advance and slow learners. Remedial classes were conducted for slow learners while advanced learners were also attended by the teachers.</li> <li>• Principal interacted with students in Vidyarthi Darbar.</li> <li>• All the important days and festivals such as Diwali, Karva Chauth, Punjab Day, National Unity Day, Constitution Day, World AIDS Day etc. were celebrated enthusiastically.</li> </ul>
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### IQAC MEETING: 3

All the IQAC members are requested to attend the third meeting of IQAC scheduled on 11<sup>th</sup> Jan 2023 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. Review of the plan for new semester.
4. Review of AQAR (2022-23)
5. To plan workshops for usage of e-resources.
6. To arrange more skill-oriented workshops for interactive and experiential learning.
7. To plan guest lectures/seminars/webinars.
8. To organize Alumni Meet and Annual Convocation ceremony.
9. To organize training and internship programs for UG and PG students
10. Any other suggestions/ideas by IQAC members.

Dated: 11<sup>th</sup> Jan 2023

Venue: Principal Office

Time: 1:10 PM

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


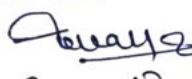
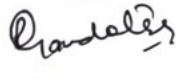





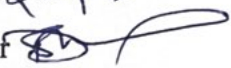
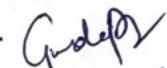



  
Principal  
Pt. Mohan Lal S.D. College  
for Women, Gurdaspur



### MINUTES OF THE MEETING: 3

The third meeting of IQAC was held on 11<sup>th</sup> Jan 2023 in Principal Office at 1:10 p.m. under the Chairmanship of the Principal Dr. (Mrs.) Neeru Sharma. Following members were present for the meeting.

1. Principal Dr. (Mrs.) Neeru Sharma
2. Sh. Hiramani Aggarwal
3. Dr. (Mrs.) Rama Gandotra
4. Mrs. Poonam Seth
5. Mrs. Jyoti Saini
6. Mrs. Seema Mahajan
7. Mrs. Money Ohri
8. Mrs. Surkhab Shelly
9. Dr. Dinesh Sharma
10. Mrs. Gurdeep Kaur
11. Mr. Nitin Hastir
12. Ms. Heena Mahajan
13. Ms. Rupinder Kaur

Chairperson   
Management Expert   
Coordinator, IQAC   
Coordinator NAAC   
Member   
Member   
Member   
Member   
Member   
Member   
External Expert   
Alumni Representative   
Student Representative 

The following members could not join the meeting:

1. Mrs Sandeep Kaur Goraya
2. Dr. (Mrs.) Khushboo Aggarwal

Co Coordinator NAAC

Member

**Minutes of the IQAC third meeting are as follows:**

1. The minutes of the previous meeting were confirmed.
2. Action Taken Report of the previous meeting was discussed.
3. To organize various activities to celebrate patriotic week (23 Jan to 30 Jan).
4. It was decided to arrange more skill-based workshops.
5. To promote Research culture among students and faculty.
6. To organize departmental workshops and seminars.



7. To organize exhibitions, training, and internships programs for students.
8. To organize exhibitions and SD Bazar under Learn and Earn Scheme.
9. Discussion on IPR workshop.
10. To organize activities by IIC and Entrepreneurship Cell.
11. To organize activities in association with MGNCRE.
12. It was decided to celebrate cultural and religious festivals with full fervor.
13. To arrange career counselling sessions.
14. Imparting Vocational training.

The meeting ended with a Vote of Thanks to the Chair.



### ACTION TAKEN REPORT - MEETING 3

Sr. No.	Items of Agenda	Action Taken
1.	AQAR	<ul style="list-style-type: none"><li>• The minor changes were made in AQAR 2021-22 as instructed by NAAC head office Bangalore and were uploaded on NAAC HEI portal.</li></ul>
2	National Workshop	<p>Three days online workshop on Research Methodology was organized by the Commerce department of the college.</p> <ul style="list-style-type: none"><li>• Dr. Ekjot Kaur from DAV College, Jalandhar demonstrated about 'Ethical Issues on Research'.</li><li>• Dr. Sanjay Kumar Patel from Central University of Rajasthan, Ajmer delivered talk on 'Formulation of Research Proposal.</li><li>• Dr. M.M Muthu Gopala Krishnan, Associate Prof., School of Business and Management, Christ deemed to be university, Bengaluru, Karnataka elaborated on 'Thesis Writing'.</li></ul>
3.	Career Counselling	<ul style="list-style-type: none"><li>• 40 students attended Career Counselling session on "Job Selection Process" organised by DBEE, Gurdaspur.</li><li>• Placement and Career Guidance Cell organised One day Orientation Program on 'Skill set required to sustain in BFSI sector' by Bajaj Finserv Limited, Pune in association with IIC</li><li>• Career guidance and placement cell of the college organized a one-day interactive session on "Goal Setting, Personal Excellence and Career Guidance" in association with IIC.</li></ul>
4.	IIC Related Activities	<ul style="list-style-type: none"><li>• IQAC and IIC put together a workshop on "Intellectual Property Rights"</li><li>• Fine Arts and Fashion Designing Department in collaboration with IIC and Entrepreneurship cell organized various exhibitions under Earn and Learn Scheme.</li></ul>



		<ul style="list-style-type: none"> <li>• SD Bazar was hosted by Entrepreneurship Cell and IIC in collaboration with MGNCRE. Under this, different SSHGs participated and almost 7 different stalls were installed.</li> <li>• The Placement Cell of IIC organized an “Interactive Session” on career options for women in Indian Armed forces.</li> </ul>
5.	Faculty Enhancement	<ul style="list-style-type: none"> <li>• Team IQAC and IIC attended orientation programme organized by Ministry of Education, New Delhi.</li> <li>• Two faculty members completed their Phd.</li> <li>• The College Principal and one faculty member got appreciation certificate for organizing rally on Swachh Bharat.</li> <li>• Teachers got their papers published and presented papers.</li> <li>• Principal and staff attended webinar on NEP organized by JNVU, Jodhpur.</li> <li>• IQAC arranged a seminar cum FDP on “Preparation for NAAC.</li> </ul>
6.	Collaborative Activities with MGNCRE (Ministry of Education, Govt. of India).	<ul style="list-style-type: none"> <li>• Under MGNCRE, National Youth Day was celebrated by the Central Association and NSS unit.</li> <li>• Three days skill based online workshop on Digital Marketing was conducted by the college in association with MGNCRE, New Delhi.</li> <li>• Three days Skill based online workshop on ‘Video Editing’ was conducted by the college in association with MGNCRE, New Delhi.</li> <li>• Economics and Commerce Department in collaboration with MGNCRE, New Delhi organized a skill-based workshop on ‘Generating small business customer with the social media marketing’.</li> </ul>



7.	Student Centric Learning Activities	<ul style="list-style-type: none"> <li>• Fashion Designing department organized 10-day workshop on 'Entrepreneurship in Alteration and Renovation Services'.</li> <li>• A workshop on calligraphy was organized by the Fine Arts department of the college.</li> <li>• Cosmetology Department organised a workshop on nail extension at PTMLSD College, Fatehgarh Churian.</li> <li>• Fine Arts Department in collaboration with Entrepreneurship cell organized an art cottage artistic exhibition.</li> <li>• Psychology Department organized a workshop on 'anxiety' in which Dr. Shelly Kumar from GNDU, Amritsar; Dr. Sonam Gupta from Shanti Devi College, Dinanagar and Dr. Rupinder Kaur from SSM College, Dinanagar were the key notes speakers.</li> <li>• Science Department to celebrate National Science Day conducted a webinar on 'Biotechnology: Intersection of Biology and Technology'.</li> </ul>
8.	Short term Courses	<ul style="list-style-type: none"> <li>• The Fine Arts department organized a certificate course on "Artistic Entrepreneurship."</li> <li>• The Maths department organized a certificate course on "Basics of Mathematics"</li> <li>• The Mathematics department conducted a short-term course on 'Vedic Maths'.</li> </ul>
9.	Awareness Programs	<ul style="list-style-type: none"> <li>• The Commerce department celebrated Vigilance Awareness Week.</li> <li>• NSS unit, Red Ribbon, and Health Club organised a seminar on 'WORLD AIDS DAY.'</li> <li>• Sociology department organised a webinar on 'WORLD AIDS DAY.'</li> <li>• The Environment Association organised an Anti-Pollution drive on National Pollution Day and an</li> </ul>



		<p>Awareness rally on Swachh Bharat and Drug Abuse, in collaboration with Sanjh Kendra, Gurdaspur.</p> <ul style="list-style-type: none"> <li>• NSS Unit, Environment Association and Green Club of the college Organized 'Awareness Rally on "Swachh Bharat and Drug Abuse."</li> </ul>
10.	Outreach Programs	<ul style="list-style-type: none"> <li>• They undertook Samvedna Project &amp; Neki Ki Diwar and observed Salad Day.</li> <li>• The Heritage club and Youth welfare club celebrated Lohri festival. Under the project Samvedna, eatables at Shani Mandir Gsp were distributed to needy, Woolen Sweaters were given to all the support staff of the college and woolen caps, socks and eatables were given to the old women of the adopted village.</li> <li>• On the eve of Mahashivratri, Rotaract club of the college arranged a fruit stall at Shiv Mandir, Kalanaur.</li> <li>• Rotaract Club celebrated 'Disabled Day' by distributing stationery and eatable items to physically challenged children of Govt. Primary School, Hanuman Gate, Gurdaspur.</li> </ul>
11.	Patriotic week	<p>The college celebrated Patriotic week with full fervor by organizing series of events:</p> <ul style="list-style-type: none"> <li>• 126th Birth Anniversary of Neta Ji Subash Chandra Bose was celebrated by History department and NSS unit.</li> <li>• Patriotic Club and Economics Dept. organized a slogan writing competition.</li> <li>• Political Science department and Electoral Literacy Club celebrated National Voter's Day.</li> <li>• Republic day was celebrated by the FD and Home Science department of the college.</li> <li>• History Department commemorated birthday of Lala Lajpat Rai Ji.</li> </ul>



		<ul style="list-style-type: none"> <li>• A webinar on 'Gandhi and the Idea of People's Democracy' was organized by the Sociology department. Mr. Randhir Gautam, Asst. Prof. Gandhian School of Democracy and Socialism, ITM University, Gwalior, Executive Co-Nurture, Vishwaneedam Centre for Asian Blossoming, Chennai was resource person.</li> </ul>
12	Training & Internships	<ul style="list-style-type: none"> <li>• 5 students of M. Sc (FD) 2<sup>nd</sup> Sem attended one month internship held at OCM Private Limited, Amritsar.</li> <li>• 6 students of B. Sc (FD) 6<sup>th</sup> Sem attended one month internship held at Hyly Fashion Industry, Mohali.</li> <li>• The college started a three-month vermicomposting training programme to actively engage students.</li> <li>• The Home Science Department and the Fashion Designing Department conducted vocational training for the students of Government Girls Senior Secondary School, Gurdaspur.</li> <li>• Our student Ms Vishali Sharma participated in National Integration camp held at Chaudhary Charan Singh Haryana Agriculture University, Hisar. This camp was organized by university in collaboration with Regional Directorate of NSS Delhi.</li> </ul>
13	Book donation drive	<ul style="list-style-type: none"> <li>• Book donation drive was organized by the Library Committee and the BYAS club of the college. 200 books were donated in the college library. These books were received from College Principal, staff, students, and community. Ms Kusum Verma, Former Principal from Phagwara, Sh. Ashok Hastir ji and many other contributed a wide spectrum of genres like philosophical, novel, encyclopedias, grammer, and art etc.</li> </ul>





14.	Miscellaneous	<ul style="list-style-type: none"> <li>• A Poster Making competition was organized by the Fine Arts department on 'Beti Bachao, Beti Padhao' in collaboration with Nehru Yuva Kendra Gurdaspur.</li> <li>• Home Science Department arranged a Cafeteria in college campus. Dishes like Manchurian, noodles and vada pav were prepared by the students. 30 students participated in this event.</li> <li>• Punjabi Department organized a slogan writing competition on great spiritual figure Guru Ravidas Ji.</li> <li>• Fine Arts Department in collaboration with Entrepreneurship cell organized an art cottage artistic</li> <li>• Dharmik Pariksha was accumulated by SGPC, Amritsar at our college and 13 students received scholarship of Rs. 3100/- each.</li> <li>• Punjabi Department celebrated International Mother Language Day by organizing one day seminar.</li> <li>• Health club, Red Ribbon Club and Youth Club hosted a range of activities.</li> <li>• Fire Safety set up was also set up in the campus to ensure the safety of the students. Training was also given to the support staff and the students for any casualties.</li> <li>• A range of activities under Y-20 Shikhar Sammelan under GND university guidelines.</li> <li>• Alumni Association organized Alumni Meet for the alumni passed out in 2021 and 2022.</li> <li>• Sh. Upkar Krishan Sharma Memorial Annual Convocation was organized. 380 students were conferred degrees in this event.</li> <li>• All the important days and festivals such as Lohri, National Voters Day, Republic Day, International Mother Language Day, National Science Day, Mahashivratri etc. were celebrated enthusiastically.</li> </ul>
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### IQAC MEETING: 4

All the IQAC members are requested to attend the fourth meeting of IQAC scheduled on 5<sup>th</sup> April, 2023 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 previous meeting.
3. To plan preparation for submission of AQAR for the session 2022-23.
4. To organize activities under MGNCRE.
5. To organize ICSSR sponsored National Seminar by Political Science department.
6. Plans for strategies to promote quality education.
7. To strengthen IIC activities.
8. To plan outreach activities to strengthen college and community network.
9. Any other suggestion / idea by IQAC members with the permission of chairperson.

Dated: 5<sup>th</sup> April, 2023

Venue: Principal Office

Time: 1:10 PM

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

  
Principal  
Pt. Mohan Lal S.D: College  
for Women, Gurdaspur



### MINUTES OF THE MEETING: 4

The ~~fourth~~ meeting of IQAC was held on 5<sup>th</sup> April, 2023 in Principal Office at 1:10 p.m. under the Chairmanship of the Principal Dr. (Mrs.) Neeru Sharma. Following members were present for the meeting.

1. Principal Dr. (Mrs.) Neeru Sharma

Chairperson 

2. Sh. Hiramani Aggarwal

Management Expert 


3. Dr. (Mrs.) Rama Gandotra

Coordinator, IQAC 


4. Mrs Poonam Seth

Coordinator NAAC 

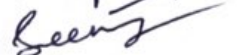
5. Mrs Sandeep Kaur Goraya

Co Coordinator NAAC 


6. Mrs. Seema Mahajan

Member 

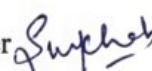
7. Mrs. Seema Mahajan

Member 

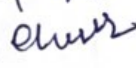
8. Mrs. Money Ohri

Member 

9. Mrs. Surkhab Shelly

Member 

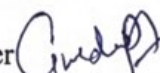
10. Dr. (Mrs.) Khushboo Aggarwal

Member 


11. Dr. Dinesh Sharma

Member 

12. Mrs. Gurdeep Kaur

Member 


13. Mr. Nitin Hastir

External Expert 

14. Ms. Heena Mahajan

Alumni Representative 

15. Ms. Rupinder Kaur

Student Representative 

The following members could not join the meeting:

1. Mrs. Jyoti Saini

Member



**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. It was instructed to start preparing AQAR once the session is over.
4. To organize national level workshops by different departments.
5. It was decided to conduct theory and practical exams of Add on Courses.
6. It was decided to plan activities of IIC for next quarter.
7. To start various skill-based certificate courses by different departments.
8. To arrange historical and educational trips for different departments.
9. To arrange activities for physical and mental wellbeing.
10. Review of results and strategies for slow and advanced learners.
11. The principal congratulated team IQAC and all faculty on achieving appreciations from local District Administration, AISHE, MGNCRE under promoting SSHGs and under National Rural Institutions Sustainability Grading from MGNCRE, MOE, Govt. of India.

The meeting ended with a Vote of Thanks to the Chair.



### ACTION TAKEN REPORT – MEETING 4

Sr. No.	Items of Agenda	Action Taken
1.	AQAR	<ul style="list-style-type: none"><li>Data Collection and Documentation for AQAR 2022-23 started.</li></ul>
2.	National Seminar and Workshop	<ul style="list-style-type: none"><li>Computer Department organized a national level three-day online workshop on 'Industry 4.0'. Dr. Parminder Kaur (Head Computer Science Dept, GNDU, Asr), Dr. Nitasha Hasteer (HOD-IT, Amity Uni., UP), Dr. Sandeep Sood (Head Computer, NIT Kurukshetra) were the resource persons.</li><li>ICSSR sponsored National Seminar department was organised by Political Science in the college. The theme of the seminar was 'Ideas of India @75: Revisiting Journey of Great Indian Elections'. Prof. Dr. Surinder Kaler Shukla, Punjab University, Chandigarh, Prof. Dr. Rajesh Kumar, School of Social Sciences, GNDU, Prof. Dr. Emanuel Nahar, Chairman, Punjab Minority Commission and Prof. Dr. Jagroop Singh Sekhon, Former Head Pol. Science, GNDU were the resource persons.</li></ul>
3.	Short term Courses	<ul style="list-style-type: none"><li>Four short term courses were organised by Computer Science, English, Fashion Designing and Cosmetology Department.</li></ul>
4.	Faculty Enhancement	<ul style="list-style-type: none"><li>Members of IQAC and IIC attended webinar on related to NEP and NAAC.</li><li>Faculty members attended national level webinars, seminars, and workshops. They also got their papers published in reputed and UGC approved journals.</li><li>Convenor of IIC completed Innovation Ambassador training at foundation level.</li></ul>
5.	IIC Related Activities	<ul style="list-style-type: none"><li>A creative fest was organized in collaboration with Ministry of Education, New Delhi.</li></ul>



		<ul style="list-style-type: none"> <li>• Three-day workshop on 'Income Tax and E-Filing'. In association with Commerce department.</li> <li>• A workshop on 'Prototype/Process Design and Development' in association with computer department.</li> <li>• An online workshop on Intellectual Property Rights (IPR) was conducted. Dr. Vandana Thakur, Assistant Professor in the Law Department, HP University and Dr. Simran Khurana, from the School of Law, CT University were resource persons.</li> <li>• A one-day excursion to Golden Jubilee, Centre for Entrepreneurship, and Innovation (GJCEI), GNDU, Amritsar was arranged.</li> <li>• World Technology Day was observed, to enrich the students with the knowledge of new techniques in Agriculture, a visit to Panjab Agriculture University Regional Centre was arranged.</li> <li>• An inter class Quiz Competition was organized by the social media Cell of IIC.</li> </ul>
6.	Yuva Utsav	<ul style="list-style-type: none"> <li>• Youth Club and NSS unit of the college in collaboration with Nehru Yuva Kendra, Gurdaspur, Ministry of Youth Affairs &amp; Sports, Govt. of India organized a District Level Programme Yuva Utsav on the theme 'Panch Pran and India@ 2047' in which a series of events were organised.</li> </ul>



7.	Student Centric Learning Activities	<ul style="list-style-type: none"> <li>• Fashion Designing Department organized a workshop on 'Fabric Enamel Art.' Ms. Bharti Malhotra (Fevicryl Expert, TEDx speaker) was the resource person.</li> <li>• Health Club and Sports Club organized one day seminar on 'Life Style Disorder in Adults'. Ms. Monika (Physiotherapist, MIAP, Dietitian and Clinical Nutritionist), Ms. Pooja (Counselor) and Dr. Dalwinder Sharma (Physiotherapist) were the resource persons.</li> <li>• Fashion Designing Department students attended a workshop at International School of Design, Amritsar. Maths Department arranged a lecture on Vedic Maths.</li> </ul>
8.	Environment sensitization Programs	<ul style="list-style-type: none"> <li>• Environment Association and NSS organized a plantation drive in the college campus. An Oath taking pledge for 'Save Environment' ceremony was held.</li> <li>• Environment Association of the college observed World Environment Day and undertook many activities.</li> <li>• An online Workshop on 'Sustainable practices and mission life' in collaboration with Ministry of Environment Forest and Climate Change was arranged in the college campus. Mr. Samarth Sharma, Regional Director, IECA was the keynote speaker.</li> <li>• NSS and Environment Association released a poster on Environment Awareness.</li> <li>• Wall Magazine on environment consciousness was displayed by Environment Association.</li> <li>• Environment Association and NSS unit in collaboration Ministry of Education celebrated World Environment Day in various events like</li> </ul>



		Rangoli, best out of waste, wall painting, fancy dress competition and doodle art poster.
9.	Outreach Programs	<ul style="list-style-type: none"> <li>• Rotaract Club in collaboration with Rotaract District Organization 3070, Gurdaspur organized a Plantation drive outside college campus. Rtn. Vinod Mahajan, College Principal, Dr. Khushboo Aggarwal and Ms. Harsha Sharma (Rotaract incharges) and Rotaract Badge holders were present on the occasion.</li> <li>• Rotaract Club of the college in collaboration with Rotaract District organization 3070 organized a sanitary pad distribution drive in Central Jail, Gurdaspur. An expert Lecture on Health and Hygiene was also arranged for the women in jail.</li> <li>• Youth Club of the college in collaboration with Jai Hind Sewa Club, Gurdaspur held a plantation drive outside the college campus.</li> </ul>
10.	Sports	<ul style="list-style-type: none"> <li>• Our two students of Basket Ball team were selected for the state championship to be held at Fatehgarh Sahib.</li> <li>• Our six students of Boxing were selected for state championship held at Talwandi Sabo, Bathinda</li> <li>• Sports Club in collaboration with Jai Hind Sewa Club, Gurdaspur distributed sports kits to the students. Sh. Raman Behl, Chairman, Punjab Health System graced the occasion by his benign presence.</li> </ul>
11.	Miscellaneous	<ul style="list-style-type: none"> <li>• The college received accreditation certificate from MGNCRE, Govt. of India for remarkable contribution in sustainability parameters.</li> <li>• Parent Teacher meeting was held at college in which the progress of the students was discussed with their parents.</li> <li>• Our students presented Nukad Natak in the Baisakhi celebration 'Rangla Punjab' organized by the District Heritage Society Gurdaspur.</li> </ul>





		<ul style="list-style-type: none"> <li>• Central Association undertook project 'PRAYAS' on the birth anniversary of Pandit Mohan Lal Ji and distributed fruits and other things amongst needy children of the slum school.</li> <li>• Installation ceremony of Rotaract club was held in the college premises in which Rtn. Vinod Gupta, Past DRR and President Tarun Mahajan graced the occasion.</li> <li>• One day educational and recreational trip to Chandigarh was organized by our college.</li> <li>• Different departments organized historical trips to Pandori Dham Dharshan, Kathgarh and Virsa Darshan to historical places of Gurdaspur.</li> <li>• Central Association and Rotaract club of the college celebrated Labor Day to recognize services of our support staff.</li> <li>• World Red Cross Day was celebrated by Red Ribbon Club and Health Club. Slogan writing competition was organized</li> <li>• Inter-college Naitik Sikhiya exam was conducted by the Guru Gobind Singh Study, Ludhiana in which our students got 'A' grade and won cash prizes.</li> <li>• Rotaract Club of the college arranged an official DRR visit to RTR. Advocate Ashish Arora.</li> <li>• 11 students bagged scholarship in Religious Exam conducted by SGPC, Amritsar.</li> <li>• Physical Education, Sociology Department and NSS Unit celebrated 9<sup>th</sup> International Yoga Day. A demonstration of various Yog Asanas was given in the campus.</li> <li>• All the important days and festivals such as Baisakhi, Labour Day, Environment Day, Yoga Day etc. were celebrated enthusiastically.</li> </ul>
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### FUTURE PLANS FOR THE NEW ACADEMIC SESSION 2023-24

1. Keeping in mind the realm of NEP, new courses to be applied for the skill advancement of students as per demands by the alumnae and parents.
2. Promotion of skill-based education as per the requirement of NEP.
3. Promoting effective and quality research by faculty.
4. To motivate students for projects, internships, and training programme.
5. To input holistic and multidisciplinary education, initiate Spoken Tutorials from IIT Bombay, along with regular courses as per the vision of National Education Policy.
6. To upgrade the college with latest technological gadgets.
7. Subscription of more research journals to enrich college library.
8. Projects and seminars sponsored by ICSSR to be applied by the different department.
9. To organize webinars, seminars, workshops, and guest lectures by each department of the college.
10. To arrange more PDPs and FDPs for upliftment of the students and the faculty.
11. To enhance industry-academia interface to strengthen placements.
12. To sign more MOUs with various NGOs and GOs maintain linkages with various bodies.
13. To run more vocational, value added, add on certificate course to create strong learning environment that enhance academic achievement of the students.
14. Promote active involvement of Alumnae in college events and activities.
15. To organize events related with G-20.
16. To publish Campus reporter-an IQAC initiative
17. To strengthen the college and community network, many community development programmes to be organized.
18. Rain water harvesting project to be setup in the campus.

