

# IQAC

## **IQAC CELL Members:**

- Dr. Charanjeet Kaur Sohi (Principal)
- Col. (Retd.) J. S. Bala (Secretary S.E.S)
- Prof. Satvinder Kaur
- Mrs. Anita Waraich
- Mrs. Harpreet Kaur
- Mrs. Gurpreet Kaur
- Mrs. Prabhjhot Kaur
- Dr. Jatinder Kaur
- Dr. Jaswinder Kaur
- Mrs. Pooja Malhotra
- Mrs. Rohini Arora
- Mr. T. S. Cheema
- Dr. S. S. Gill
- Mr. S. S. Virdi
- Ms. Amanpreet Kaur

# IQAC

## Goals:

- To enhance & sustain academic and administrative performance of the institution.
- Interaction of quality culture and institutionalization of best practices.

## Functions:

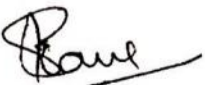
- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- Optimization and integration of modern methods of teaching and learning.
- Credibility of evaluation procedure
- Ensuring the adequacy, maintenance and functioning of the support structure & services.

# IQAC

**Meeting held on Jan. 16<sup>th</sup> 2014**

The meeting of IQAC cell was held today at 12.30 P.M.. The following issues were discussed and the decisions taken were as follows:

- To revive the diploma in PGDCA and Mass Communications.

  
**Co-ordinator**

  
**Principal**

# IQAC

Meeting held on 26th Dec, 2013

## Minutes:-

- Information about NAAC to be circulated amongst all the staff and students.
- Updating of all documents, files, registers, data.
- Maintenance of infrastructure /Physical facilities.
- Special Assembly planned after the winter vacation to apprise the students about the upcoming Peer Team Visit.
- Duty list of teachers responsible for various works was prepared and posted on the website.

Co- Ordinator

  
Principal


# IQAC

**Meeting held on Sept 7<sup>th</sup>, 2013**

The meeting of IQAC cell was held today at 1.00 o'clock. The following issues were discussed and the decisions taken were as follows:

**Minutes:**

- Applied to the PU for M.A. in the subject of sociology.
- Applied for Research Centre in Dept. of Commerce.
- Applied for Additional section of B.Com-I.



**Co-ordinator**



**Principal**

# IQAC

**Meeting held on 19<sup>th</sup> August 2013**

**Minutes:-**

- Since there were two main events happening in the college a special meeting of IQAC members was called.
- The college was hosting the Zonal Youth Festival in which 10 colleges were to participate in different events so planning on a large scale was required.
- Committees formed to look after different requirements for hosting of youth festival.
- Need to improve in research areas.
- More teachers to take up major and minor projects.

  
Co-ordinator

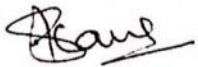
  
Principal

# IQAC

**Meeting held on July 24<sup>th</sup> 2013**

The meeting of IQAC cell was held today at 1.00 o' clock. The following issues were discussed and the decisions taken were as follows:

- Apply for additional section of B.Com-1.
- To start M.A in the subject of Sociology.
- To start the Research Centre in the Dept. of Commerce.
- Extra classes to be conducted for the weak students.



**Co- ordinator**



**Principal**



# IQAC

Meeting held on 27<sup>th</sup> May, 2013

Since the NAAC Report SSR was uploaded on college website in May a Special meeting was called to apprise the IQAC members of the same and to tell them all to go through the report.

  
Co-ordinator

  
Principal

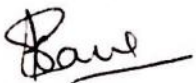


# IQAC

Meeting held on 6<sup>th</sup> February, 2013

## Minutes:

- Job fair could not be held in the college but the students were taken to different companies for placement. It was also observed that under graduate students preferred to go in for Post graduation rather than Placement.
- Extension of Parking area is still on cards.
- Heads of Departments were advised to invite outside experts to their respective departments for student enrichment.
- Special workshop to be arranged for self protection for young girls as this is the need of the hour.
- Preparation for inspection for M.A. II, Functional English, B.C.A, M.Sc. IT, M.Com.



Co- ordinator



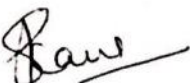
Principal

# IQAC

**Meeting held on 12th March, 2012**

**Minutes:** IQAC committee was reconstituted.

- Eminent persons from academic and industrial background were invited to join our IQAC committee.
- It was decided to have at least one National Level Seminar.
- Different departments were guided to hold workshops at regular intervals for their students to enrich the curriculum.
- Teachers were advised to increase their participation in conferences and seminars.

  
**Co-ordinator**

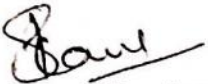
  
**Principal**

# IQAC

Meeting held on 7th SEPTEMBER 2012

## Minutes:

- M.A. started on co-opt basis with sister concern SGGS.
- Proposal to apply to PU for M.A. II in English.
- Proposal to apply for Functional English in B.A.

  
Co-ordinator

  
Principal

20<sup>th</sup> February 2014

## **NOTICE**

**A meeting of IQAC members will be held on 21<sup>st</sup> February ,2014 at 11.00 in the Principal's office to discuss the NAAC Peer team review.**

## **MINUTES OF THE MEETING**

The meeting of the IQAC cell was held on 21st February, 2014. Following are the inputs of the meeting.

- The members of the IQAC team were highly appreciated the steps taken to ensure the sustenance of quality, the team spirit shown within and across departments for the NAAC Peer team visit.
- The recommendations and the observations of the Peer team were discussed in detail for the quality enhancement.
- To add more skill based courses.
- Faculty to undertake minor and major research projects.
- Stress on Spoken English and Computer Literacy.
- Coaching for competitive exams.
- Promoting consultancy and collaborations and set up industry-institute linkages.
- Strengthening Alumni
- Formalized measures for non-teaching staff.

# **Guru Gobind Singh College for Women Sector 26, Chandigarh**

Date: 7<sup>th</sup> April, 2014





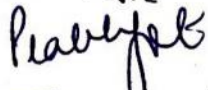
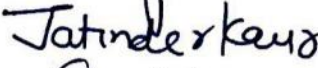
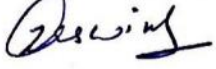

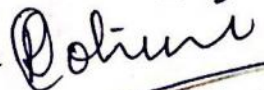
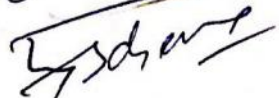
## NOTICE

A meeting of IQAC members will held on 11<sup>th</sup> April, 2014 at 11:30 am in the Principal's office.

All the members are requested to attend the same.

  
Principal

### Members of IQAC Cell:

1. Mrs. Satvinder Kaur 
2. Mrs. Anita Walia 
3. Mrs. Harpreet Kaur 
4. Mrs. Gurpreet Kaur 
5. Mrs. Prabhjot Kaur 
6. Dr. Jatinder Kaur 
7. Dr. Jaswinder Kaur 
8. Mrs. Pooja Malhotra 
9. Mrs. Rohini Arora 
10. Sh. T.S. Cheema 



### Minutes of the meeting

A meeting of IQAC cell was held on 11<sup>th</sup> April, 2014 at 12:00 noon. Following are the suggestions given by the members of the IQAC cell.

#### **Curricular Planning and Implementation:**

- Career oriented Programmes: Proposal sent under Scheme for RUSA/ Community Colleges.
- Skill based courses: Short term courses of Bakery, Confectionery, Cosmetology, Health & Weight Management
- Add-on courses (run by Panjab University): Child Care & Psychology.

#### **Curriculum Enrichment:**

- Bridge Courses in English, Computer Programming skills.
- Extra classes before beginning of new session.
- Computer Literacy (Introduction to Computer Science).

#### **Feedback System:**

- Informal feedback system from all stakeholders needs to be institutionalized.
- Feedback from different Committees.

#### **Student Enrolment and Profile:**

- Advertisement through newspaper, radio (FM), web site and sale of prospectus. (Colored Admission form in the prospectus).
- Prospectus committee : Mrs. Anita Waraich, Dr. Jaspreet, Dr. Harneet, Mrs. Maninder

#### **Catering to Student Diversity:**

- Introduce Certificates for every bridge course.

#### **Teaching –Learning Process:**

- Detailed Calendar should be drawn up at the beginning of the academic year.
- Pattern for internal assessments needs to be drawn up in the beginning.
- Tentative dates for the Seminars/talks should be decided.
- ICT enable teaching i.e. Smart classrooms to be introduced.

#### **Evaluation Process and Reforms:**

- Online updates should be there.
- E-boards updated.



**Research Consultancy & Extension:**

Research work should be carried out.

**Resource Mobilization for Research:**

Research facilities are yet to be set up.

**Research Facilities:**

- Online Database may be procured for Publication.

**Consultancy :**

- Introduce mechanism for consultancy.
- NGO needs to be created.

**Extension Activities & Institutional Social Responsibility:**

- Regular camps should be conducted.
- Regular social awareness camps e.g. (visit to blind schools) should be conducted.

**Collaborations:**

- Collaborations are yet to be initiated.
- Doctor's Records to be kept. (Day-wise Register should be maintained)
- Regular talks on Health Care by Doctor.

**Student Mentoring and Support:**

- Coaching classes for Competitive exams (IAS/PCS) may be introduced.

**Student Participation & Activities:**

- Theatre training for students.
- Aanganwari training should be given to students.
- Appointment of Gym Instructor.
- Track of Placement of Alumni students.

**Strategy development and Deployment:**

- Formal long and short term planning needs to be implemented at the management level.
- Self appraisal of teachers needs to be done on regular basis.
- Informal welfare measures (Group Insurance Scheme, Co-operative Housing society) may be institutionalized for the non-teaching staff.

### **Faculty Empowerment Strategies:**

- Faculty development program of UGC needs to be strengthened.
- More research activities need to be encouraged.

### **Internal Quality Assurance System:**

- Academic audit yet to be initiated.

12<sup>th</sup> may, 2014

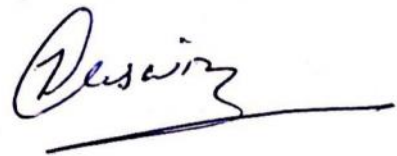
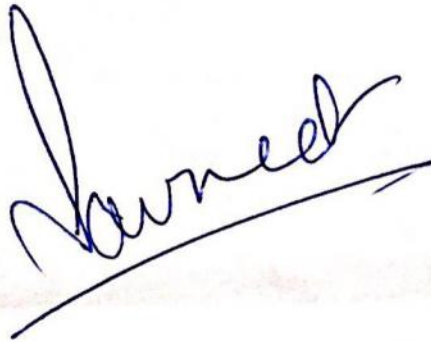
## **NOTICE**

**A meeting of IQAC members will be held on 14<sup>th</sup> May, 2014 at 12.00 noon in the Principal's office regarding Gender Sensitization Awareness Programs.**

### MINUTES OF THE MEETING

The meeting of the IQAC cell was held on 14<sup>th</sup> May, 2014. Following are the inputs of the meeting.

- Gender Sensitization workshops to be organized by the Psychology and Sociology departments.
- Prof. Rajesh Gill was recommended as the resource person for the workshop.
- The departments were also suggested to contact the Social Welfare Department for the same.



## **NOTICE**

**A meeting of IQAC members will be held on 25th August, 2014 at 12.00 noon in the Principal's office regarding eco- friendly practices.**



## MINUTES OF THE MEETING

The meeting of the IQAC cell was held on 25<sup>th</sup> August, 2014. Following are the inputs of the meeting.

- CFL bulbs to be used in the campus to enhance the ecofriendly practices.
- More CCTV cameras to be installed for the security purposes.
- Polythene bags to be banned in the campus and strict action should be taken against the defaulters.

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*Shohel*

*Alakhal*

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*Devi*

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*Pathan*

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