

20th July, 2015

NOTICE

All the members of the IQAC are to meet in the Principal's Office on 22nd July, 2015 to discuss various agendas to be made for the new session.

- **Academic Calendar to be finalized.**
- **Record keeping to be strengthened.**
- **Societies and Different Cells to be reframed.**
- **Proposals to be submitted for Seminars and Conferences.**

MINUTES OF THE MEETING

The meeting of the IQAC cell was held on 22nd July, 2015. Following are the inputs of the meeting.

- Newly recruited staff members were apprised of the responsibilities and duties to be performed in various committees and Cells.
- Personal academic calendar and proposals for workshops and seminars to be conducted must be submitted by each department.
- Workload to be submitted by the heads of the department.
- All the staff members to fill in the Self Appraisal forms.
- Changes in the Syllabus must be displayed.
- Records of results, meetings and various activities conducted in the departments should be maintained properly.
- The Post Graduate department of Sociology was appreciated for organizing One Day National Seminar on 'Ageing in contemporary Indian Society: Issues and Concerns', and publishing the proceedings of the seminar in the form of the book.

(Handwritten signatures and initials)
Darius
Pahr
Rohr
R-dr
L. Sharp
Muneed
Munhal
G. G. G. G. G.

NOTICE

A meeting of the IQAC committee would be held in the Principal's Office on 20th November 2015 to review the proposals from different departments to utilize the RUSA funds.

MINUTES OF THE MEETING

A meeting was held in the Principal's office on 20th November, 2015.

- Reviewed and accepted the proposal from IQAC to conduct a workshop on CBCS in March.
- Reviewed and accepted the proposal from Post graduate department of Commerce for conducting a workshop on Women Entrepreneurs.
- Reviewed and accepted the proposal from Library to conduct Capacity Building Workshops on OPAC and Effective Web Search Strategy in March 2016.
- Reviewed and accepted the proposal from Home Science to conduct workshop on Bakery and Confectionery in February and Building Positive Self Image in March 2016.
- Reviewed and accepted the proposal from department of Computer Science and Applications to conduct a 15 day workshop on Technical Skill development and one day workshop on ICT set up in Offices.

Handwritten signatures:
S. K. Singh, K. Singh, D. Singh, P. Singh, S. Singh, P. Singh, S. Singh, S. Singh, S. Singh, S. Singh



NOTICE

AGENDA

- Seminars.
- Workshops.
- Remedial Classes.
- Merit Classes.
- Preparation for inspections.
- Smooth transition to semester system.
- Introduction of CBCS.

• Introduction of CBCS.


Principal

Minutes of the Meeting

1. The efforts made by the department of Sociology for holding a National Seminar on Gender and Violence: Structure, Power and Resistance (the context of North Western India) sponsored by ICSSR-NWRC were acknowledged.
2. The preparations for the National Seminar on Secular and Religious Music in Punjab: Growth and Evolution to be organized by the History and Music departments were reviewed.
3. All the department heads were asked to give their proposals for holding seminars and workshops for the forthcoming session. The budget, resource persons and funding agencies must be finalized.
4. It was decided that merit and remedial classes would start in March.
5. All the departments who have to get their annual affiliation inspections must prepare their files, including the bills for the newly acquired library books.
6. As per the University guidelines CBCS would be introduced from the coming session, teachers were asked to attend the Workshops and seminars regarding the same and apprise others about the shift to the new system.



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**GURU GOBIND SINGH COLLEGE FOR WOMEN
SECTOR 26, CHANDIGARH-160019**

(Affiliated to Panjab University Chandigarh)

(Accredited by National Assessment & Accreditation Council, Bangalore)

Dated: 10th Feb, 2016

IQAC

A review meeting was held on 5th February, 2016 and following issues were discussed:-

- Appreciated organisation of One Day National Seminar on "***Gender and Violence: Structure, Power and Resistance (The Context of North Western India)***" sponsored by ICCSR (NWRC) by Department of Sociology on 3rd February, 2016. Paucity of funds is issue to be tackled in order to make such efforts more fruitful. During the Seminar it was pointed out by some teachers that College Faculty to be exempted from paying Registration Fees.
- On the day of National Seminar, the Chief Guest of the day Director, Higher Education was interested in visiting the library and was highly impressed by infrastructure and the facilities provided by the library though gym area was found locked. Superintendent be asked to keep all duplicate keys in his possession.
- Thus, IQAC has suggested that all Rooms/ Departments should be kept clean and open whenever dignitaries visit the College at such occasions.

- Planning of Seminar to be organised by Department of History and Music (I) on 27th February, 2016.
- Planning of Lecture by Department of Library on open Access Journals: Utility and Research (Tentative Theme).
- Remedial Classes to be organised for various subjects. The committee dealing with remedial Classes was asked for the detailed plan to start with it.
- The IQAC requested Department of English, Sociology, Economics, Commerce, Computer Science, B.Sc (Non-Medical) to prepare in advance for University inspections for Courses. Lists of books, etc. to be supplied to Library well in advance.
- Suggestions were invited for complete transition to Semester system in the field of examination reforms, examination duties within and outside the College.
- Introduction of CBCS was discussed.
- The cleaning and maintenance of Auditorium after any event should also be included in Duty List. This should be strictly implemented especially after Sunday Exams, where benches are left in a haphazard way after the exam is over. The Concerned In-Charge/ Care taker to be responsible for Cleaning of Hall after Sunday Exam.


Principal



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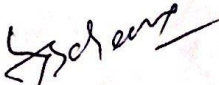
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The following Members attended the Meeting:-

- Dr. Charanjeet Kaur Sohi (**Principal**)
- Dr. Jaswinder Kaur (*Associate Professor, Sociology*) 
- MS. Harbinder Chahal (*Associate Professor, English*) 
- Dr. Reena Parti (*Assistant Professor, Economics*) 
- Dr. Ramnik Kohli (*Assistant Professor, English*)- **On Leave**
- Dr. Harneet Kaur (*Assistant Professor, English*) 
- Dr. Amandeep Kaur (*Assistant Professor, Phy. Edu*) 
- Ms. Rohini Arora (*Assistant Professor, Computer Sci.*)
- Ms. Pooja Malhotra (*Assistant Professor, Commerce*) 
- Dr. Savneet Kaur (*Assistant Professor, Psychology*)-**On Leave**
- Ms. Baljeet Kaur Dhindsa (*Assistant Professor, Computer Sci.*)-**On Duty Leave**
- Sh. T.S. Cheema (*Superintendent*) 
- Ms. Sukhdeep Kaur (*Librarian*) 