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GURU GOBIND SINGH COLLEGE FOR WOMEN
SECTOR 26, CHANDIGARH-160 019
(Affiliated to Panjab University Chandigarh)
(Accredited by National Assessment & Accreditation Council, Bangalore)

2019-2020

MINUTES OF MEETING OF IQAC

Date : 27th May, 2019

Time : 11:30 a.m.

Venue : Principal Office, GGSCW, Sec-26, Chandigarh

- **Address by the honorable Principal Dr. Jatinder Kaur, Chairperson IQAC**

The Principal, Dr. Jatinder Kaur, Chairperson IQAC, welcomed the members to the first IQAC meeting of the session 2019-20, along with newly elected members of NAAC core team comprising of Ms. Pooja Malhotra, Coordinator, Dr. Sonia Sharma and Dr. Savneet Kaur. Importance, Functions, Duties and Roles of being members of IQAC along with upcoming agendas for the session 2019-20 were discussed with members.

- **Preparation of academic calendar**

Discussion was held regarding the preparation of academic calendar for the upcoming session.

- **Allocation of admission duties**

The chair proposed to allocate admission duties for the smooth conduct of admission process. It was also decided to review the various committees and make changes in the composition of the members if required.

- **AQAR Writing**

The IQAC team was instructed to download the new guidelines to write the AQAR for the previous session and it was decided to appoint in-charge for each criteria and allot staff members to each one of them as a team to compile data for writing the AQAR.

- **Extension Activities & Outreach Programs**

Various extension activities have been conducted by the NCC, NSS, UBA and other clubs during the previous session for the benefit of community in collaboration with Government & Non-government organizations. Principal applauded the efforts of the students and respective in-charges and encouraged them to continue the same with zeal and enthusiasm as it leads to overall development of students' personality.



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Agenda	Action taken
Online Prospectus	Online prospectus was reviewed to check for the updates reported by the various Departmental Heads so that it could be posted on DHE website when asked for.
Help desk for admissions	Faculty members along with non-teaching staff were assigned duties to attend the help-desk to be set in the college staff-room for catering to the admission queries.
College Magazine	Editors of various sections of the college magazine, Gyan Manik, updated that they have received the write-ups and articles from the faculty and students, the editing work is on and the magazine will go into print shortly.

Committee Members

Dr. Jatinder Kaur, Chairperson

Ms. Pooja Malhotra, Co-ordinator

Dr. Sonia Sharma, Co-coordinator

Members

Ms. Prabhjot Kaur

Ms. Harbinder Kaur

Dr. Ramnik Kohli

Ms. Harpreet Kaur

Ms. Meenu Sharma

Dr. Reena Parti

Dr. Harneet Kaur

Ms. Jasneet Kaur Malhi

Dr. Amneet Kaur

Dr. Amandeep Kaur (Phy. Edu.)

Ms. Maninder Kaur

Dr. Savneet Kaur

Ms. Sukhdeep Kaur (Librarian)

Co-ordinator

Chairperson



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MINUTES OF MEETING OF IQAC

Date : 12th July, 2019
Time : 11:30 a.m.
Venue : Principal Office, GGSCW, Sec-26, Chandigarh

• **Reading and recording of the previous minutes**

The minutes of previous meeting was read, confirmed and recorded. Action taken report for the same is mentioned below:

Agenda	Action taken
Academic Calendar	Academic calendar for the year 2019-20 was discussed and designed taking into consideration the Panjab University academic calendar. The tentative dates for the important events and functions to be held during the session were also decided.
Admission Process	Admission duties for the upcoming session were allocated keeping in view the requirements for the centralized admissions to be conducted in the college premises. Faculty members to be sent for centralized admission in other colleges were also assigned duties. Prospectus for centralized admissions was uploaded on the DHE portal. Advertisement for admissions was given in the leading local newspapers. A help desk managed by student volunteers and staff was set up for handling the queries of students seeking admission.



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	Admissions for de-centralized courses were conducted purely on the basis of merit and reservation rules laid by the university.
AQAR Writing	All the criterions were discussed with all the in-charges and their teams. The final AQAR will be reviewed by in-charges and committee members; the report will be submitted shortly.
Feedback from the stakeholders	The concerned committees were advised to prepare spreadsheets of the data collected through the feedback from the stakeholders (students, parents, alumni and their employers) during the previous year.
Helping the needy students	The concerns of the students who were not able to pay their fee was taken into consideration and they were guided to various scholarship schemes run by the college.

- **Important Day Celebrations**

The chair asked the in-charges of clubs and societies to plan the celebration of important days and functions like Teej Celebration, Freshers Party, Talent Hunt, World Literacy Day, etc. well in advance.

- **Discussion on previous session's results**

Results of previous session were discussed with all the Departmental Heads along with a comparative analysis of college results vis-à-vis university results. While applauding the performance of the students, the Principal advised the HoDs to devise mechanism in consultation with other departmental colleagues to secure more university positions in future.

- **Proposal for departmental activities**

The Chairperson invited proposals from Departmental Heads under RUSA grant for organizing seminars, conferences, activities, bridge courses and value-added courses in the next session for holistic development of the students.



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Committee Members

Dr. Jatinder Kaur, Chairperson

Ms. Pooja Malhotra, Co-ordinator

Dr. Sonia Sharma, Co-coordinator

Members

Ms. Prabhjot Kaur

Dr. Jaspreet Kaur

Ms. Harbinder Kaur

Dr. Ramnik Kohli

Dr. Reena Parti

Dr. Harneet Kaur

Ms. Jasneet Kaur Malhi

Dr. Amneet Kaur

Dr. Amandeep Kaur (Phy. Edu.)

Ms. Maninder Kaur

Dr. Savneet Kaur

Co-ordinator

Chairperson



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MINUTES OF MEETING OF IQAC

Date : 26th August, 2019
Time : 11:30 a.m.
Venue : Principal Office, GGSCW, Sec-26, Chandigarh

- **Reading and recording of the previous minutes**

The minutes of previous meeting was read, confirmed and recorded. Action taken report for the same is mentioned below:

Agenda	Action taken
Inaugural Function	The academic year 2019-20 started with the Inaugural Function on July 24, 2019. Shabad Kirtan was recited by the students and the staff members to seek the blessings of the Gurus for the new session.
Freshers Party	Freshers party was held in the college on 14 th August, 2019, to welcome the first-year students. The event saw participation by the students with enthusiasm and zeal. Principal, Dr. Jatinder Kaur applauded the efforts of the members of DSW and faculty members to organise the event.
Orientation	An orientation was held from 5 th –9 th August, 2019, for the newly admitted students by the library staff to equip them about the library facilities and services. Other clubs like NCC, NSS, Ehsaas-Red Ribbon Club also conducted orientation sessions and enrolled new students.
Other Activities	Students participated in various inter-college events like Akshay Urja Diwas on 13 th August, 2019, Swachhta Pakhwara from 1 st –15 th August, 2019 which were organized by the college.
Mentoring Session	Mentoring groups were made and mentoring session for the newly admitted students were held to give them orientation and tell them about various clubs and activities in which they can participate.



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Tree Plantation Drive	A tree plantation drive was conducted by the college environment society- Vasudha on 10 th August, 2019, under the theme "Each One Plant One".
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- **Participation in P.U. Youth & Heritage Festival**

The meeting was called to discuss the events and items to be sent for the forthcoming Panjab University Youth & Heritage Festival to be held at PGGCG, Sec-42, Chandigarh from 24th-27th September, 2019. The discussion took place in the presence of all the item in-charges where various duties were assigned and team members provided to them for smooth preparations.

- **Student Body Election**

Principal, Dr. Jatinder Kaur instructed the Dean Student Welfare to check the latest guideline and instructions issued by the Panjab University for conducting the Student Body Election and call the nominations accordingly. They were also instructed to make sure the election process is smooth and peaceful.

- **Special Issue of Gyankosh**

The Chair informed the editorial board of Gyankosh: An Interdisciplinary Journal of the college to gear up for a special issue of the journal to be released on the occasion on 550th Birth Anniversary celebrations of Guru Nanak Dev Ji. The board was instructed to call for quality papers on the life, ideology and contribution of Guru Nanak Dev Ji.

- **Sabhyacharak Samagam to be held in college**

Principal informed the members about the proposal of the college management to organize a Sabhyacharak Samagam to commemorate 550th Prakash Purab of Guru Nanak Dev Ji in the college auditorium. It was decided to put the staff members on duty for getting the students prepared for various cultural items like Luddi, Giddha, Lok Geet, Shabad gaayan, folk orchestra, etc. for the occasion.

- **Mid-semester Examination**

Principal, Dr. Jatinder Kaur, directed the Controller of Examination to finalize the date-sheet of mid-semester examinations to be held in next month. She also directed to issue a notice for the faculty members to prepare and submit question papers for the same.



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Committee Members

Dr. Jatinder Kaur, Chairperson

Ms. Pooja Malhotra, Co-ordinator

Dr. Sonia Sharma, Co-coordinator

Members

Ms. Prabhjot Kaur

Ms. Harbinder Kaur

Ms. Sukhmeen Kaur

Dr. Ramnik Kohli

Ms. Meenu Sharma

Dr. Reena Parti

Dr. Harneet Kaur

Ms. Jasneet Kaur Malhi

Ms. Lucky Malhotra

Dr. Amneet Kaur

Ms. Maninder Kaur

Dr. Savneet Kaur

Co-ordinator

Chairperson



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MINUTES OF MEETING OF IQAC

Date : 20th November, 2019
Time : 12:15 p.m.
Venue : Principal Office, GGSCW, Sec-26, Chandigarh

- Reading and recording of the previous minutes**

The minutes of previous meeting was read, confirmed and recorded. Action taken report for the same is mentioned below:

Agenda	Action taken
Panjab University Student Council Elections 2019-20	Following the norms of Panjab University Student Council Elections Schedule 2019-20, the college organized electoral process on 6 th September, 2019. The newly elected members are: Kanika Rai – President Harjap Waraich – Vice President Karuna - Secretary Akriti Sharma – Joint Secretary
Oath taking ceremony	The oath taking ceremony of the newly elected members of the Student Council along with the Executive Members and Class representatives of various streams took place on 23 rd September, 2019.
Panjab University Zonal Youth & Heritage Festival 2019-20	Principal congratulated the college contingent in-charges, Mrs. Meenu Sharma and Dr. Reena Parti for the commendable performance in PU Zonal Youth & Heritage Festival held at PGGCG, Sec-42, Chandigarh from 24 th -27 th September, 2019. The following prizes were won by the college in various activities: Play – Team (First), Individual (First & Third) Bhand – Team & Individual Third Mime – Team & Individual Second Histonics - Second Mimicry - Second Group Dance - Third Ghada - Third Santoor - Third Mehndi - First Essay Writing - First



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Gyankosh	A special issue of the interdisciplinary journal of the college- Gyankosh was released during 'Sabhyacharak Samagam' organized to celebrate 550 th Birth Anniversary of Sri Guru Nanak Dev Ji on 8 th November, 2020.
Sabhyacharak Smagam	The college successfully organized a Sabhyacharak Samagam to commemorate 550 th Prakash Purab of Guru Nanak Dev Ji on 8 th November, 2019 where all the eight SES institutions participated with great zeal. The chief guest for the occasion was Prof. Prem Singh Chandumajra, Former Member of Parliament. The occasion was graced by the presence of members of SES.
Review of academic activities & Mid-semester Exams	The academic activities like attendance records, display of attendance for student's information, completion of syllabus, conduct of MSTs and marking internal assessment for the semester were completed on time.
Extra-curricular activities	Apart from academics, students participated in various activities conducted: • Workshop-cum-Interaction session organized by PG Department of Commerce on "Aptitude Building and Employability Enhancement" for students of Commerce, Humanities and Computer Science, conducted by Career Launcher Educate Limited on 21st September, 2019. • A workshop-cum-interactive session was organized by PG Department of Commerce in collaboration with SKD under 'Awareness regarding Globally Recognized Career Prospects' on 30th September, 2019. • A Scholarship Test was conducted by Bulls Eye worth Rs 1,00,000 for training in MBA-CAT, Banking, SSC, government jobs and campus placement on September 14, 2019 for the students of BCom IInd and IIIrd year. • A series of Lectures cum Powerpoint Presentations were delivered on the 'History of English Literature and Modern Literary Theories and Criticism' over a period of two months (August - September 2019). • A Creative Writing Activity, 'Cook It Up' was organised on August 30, 2019 for Under Graduate students.



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- Dt. Pooja Dogra, a Dietician, delivered a session on September 19, 2019 on **Anaemia: Prevalence and Prevention**.
- On the occasion of **World Diabetes Day**, a quiz '**The Family and Diabetes**' was conducted on November 14, 2019, to test knowledge of the students and provide them with information related to this largely preventable disorder.
- Department of Science organised a **visit** of B.Sc final year students to **CSIR-CSIO**, Chandigarh on September 26, 2019 on the occasion of its Foundation Day.
- Students of BCA, B Sc and BA (Computer Science) were taken on an **Educational Trip** (sponsored by **Department of Science and Technology (DST), Chandigarh**) to Pushpa Gujral Science City, Kapurthala on September 30, 2019.
- '**HINDI DIWAS**' was celebrated on September 14, 2019 by conducting an Inter-College 'Story Writing Competition' in Hindi.
- The Department of Physical Education organised "**RUN FOR HEALTH**" on the occasion of Sports Day on August 29, 2019 to commemorate the 114th birth anniversary of hockey 'wizard' Major Dhyan Chand.
- **Vigilance Awareness Week** (October 28- November 02, 2019) was celebrated in the College, where Integrity Pledge was administered to the students and faculty members, affirming their commitment to eradicate corruption.
- a **Scholarship Test** was conducted by Bulls Eye for training in MBA CAT, Banking, SSC, Government jobs and campus placement on September 14, 2019 for the students.
- A **Workshop cum Interactive Session** was organised by Bajaj Capital Group for the students of BCom II and III on November 14, 2019.
- **Wild Life Week** was celebrated by organising a trip to Chhat Bir Zoo on November 20, 2019 with the purpose to spread awareness about our country's rich biodiversity.
- Five volunteers along with two faculty members participated in an event for celebrating **Nutrition Week** from September 01- 07, 2019. The event was organized on September 06, 2019 at Kishangarh Village, Chandigarh with



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	objective of sharing important facts on nutrition related to children in age group between 5-12 years, pregnant women and elderly. • Nukkad Natak was enacted in front of participants from all age groups of Kishangarh Village on September 28, 2019 to create awareness on nutrition and balanced diet. • IMPACT ARTS in collaboration with Chandigarh Sangeet Natak Academy and Punjab Art Council presented five days Theatre Festival ASEES-2019 where RANGTOLI Team of our college performed One Act Play- 'Mujhe Pankh De Do' on November 06, 2019 held at Panjab Kala Bhawan, Chandigarh. • The students of Department of Music were encouraged to earn while they learn by showcasing their talent in reciting Shabad Kirtan. A group of 6 students earned an amount of Rs 7500 by reciting Shabads at various religious events in the college. • Rashtriya Poshan Maah: Dt. Harleen Bakshi, Fortis Hospital, Sector – 11, Chandigarh delivered a Lecture on "Eat Healthy and Stay Healthy" on September 24, 2019. • A Nukkad Natak was performed in the college campus on "Poshtik Aahar Apnao – Junk Food Hatao" by NSS volunteers on September 21, 2019. • A Cancer Detection Camp for women was organised in the College on November 08, 2019 in collaboration with the 'Amrit Cancer Foundation' and 'The Last Benchers' offering free mammography and bone density test. • A "Run for Unity" was organised at Lake Club, Chandigarh on October 31, 2019 to celebrate the National Unity Day (Rashtriya Ekta Diwas) on the occasion of birth anniversary of Sardar Vallabh Bhai Patel. • RAHAT, the welfare committee of the college gave financial assistance of Rs. 99,318/- to the students who were not able to pay their fees as well as to the non-teaching employees as medical assistance.
Retirement Party	A retirement party was organized by the staff in the honour of Ms. Harpreet Kaur, Associate Professor, Department of Fine Arts who attained super-annuation on



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	31 st August, 2019 after fruitfully serving the institution for more than three decades.
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- **RUSA Grant**

The Chair asked the RUSA Team to plan the utilization of available grant and submit the proposal for utilization of the same.

- **Performance of weak students**

Principal discussed the improvement in the performance of weak students after attending the tutorial sessions. It was advised to take revision classes and guide them regarding the way to attempt the final exams. Members were asked to ensure the smooth conduct of final examinations to be held in December, 2019.

- **Next Issue of Gyankosh**

The Editorial committee of the interdisciplinary college journal Gyankosh, informed that the second issue of the journal will be published in the month of December, 2019 and the editing work for the same was under progress.

- **Seminar on Quality Enhancement**

Discussion was done regarding the proposal sent to College Development Council for grant to conduct a seminar on 'Digitalization in Global Markets' to be organized by Post Graduate Department of Commerce. The chair asked to check the availability of the guests and key note speakers who are to be invited for the same and form a committee to finalize the date and decide about the brochure.

- **Preparation of Workload & Time-table**

The Chair asked the Time-table committee to prepare the workload of the faculty members and time-table for the forthcoming semester (January – May, 2020) as per the university guidelines.



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Ms. Pooja Malhotra, Co-ordinator

Dr. Sonia Sharma, Co-coordinator

Members

Ms. Prabhjot Kaur

Dr. Jaswinder Kaur

Dr. Jaspreet Kaur

Ms. Harbinder Kaur

Dr. Ramnik Kohli

Ms. Harpreet Kaur

Ms. Meenu Sharma

Dr. Reena Parti

Dr. Harneet Kaur

Dr. Surinder Kaur

Ms. Jasneet Kaur Malhi

Dr. Amneet Kaur

Dr. Amandeep Kaur (Phy. Edu.)

Ms. Maninder Kaur

Dr. Savneet Kaur

Ms. Sukhdeep Kaur (Librarian)

Co-ordinator

Chairperson



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MINUTES OF MEETING OF IQAC

Date : 6th March, 2020
Time : 12:15 p.m.
Venue : Principal Office, GGSCW, Sec-26, Chandigarh

• **Reading and recording of the previous minutes**

The minutes of previous meeting was read, confirmed and recorded. Action taken report for the same is mentioned below:

Agenda	Action taken
Smooth conduct of final exmas	Panjab University final semester exams were conducted smoothly in the month of December, 2019.
RUSA Grant	- The College purchased equipment including laptops, antivirus software, LED flood lights for the multifunctional playground, a lawn mowing machine for the College garden, and cloth drying stands for the hostel from the RUSA grant. - The refurbishment of the parking area has been done which was in very bad shape and was causing inconvenience to the staff and students especially during rainy season.
Second volume of Gyankosh	Second volume of the Online Journal – Gyankosh was successfully launched in December 2019 which can be accessed from the following link http://www.ggscw.ac.in/Downloads/Gyankosh_Content.pdf .
Rose Festival	The consistent and dedicated hard work by the Baghwani Club has brought laurels by winning prizes in different competitions at the Rose Festival in February, 2020. The college won following prizes: - The Campus won 1st prize in the 'Best Maintained Campus' category in the Rose Festival. - First Prize in the category of Cut flowers (Antirrhinum single and Stock Single) - Second Prize in category of Potted Plants (Pansy)
Gender Champions Club	Gender Champions' Club of the College conducted an Interactive session to mark International Womens' Day on March 05, 2020. The title of the session was ' From Violence to Voice '.



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Founders Day Celebration	College Sthapana Divas was celebrated with great gaiety and religious fervor in the College campus as on February 08, 2020. Bhai Jagdeep Singh ji, Hazoori Ragi Shri Darbar Sahib, Amritsar, recited the soul rendering kirtan and Singh Sahib Giani Maan Singh Ji, Granthi, Shri Darbar Sahib, Amritsar, enlightened the Sangat with the fine aspects of the life of Guru Gobind Singh ji. <i>Guru ka Langar</i> was prepared by the students and served to the <i>Sangat</i>.
National Seminar sponsored by College Development Council	Principal congratulated Post Graduate Department of Commerce for successfully organising 'One Day National Seminar on "Digitalization in Global Market: Challenges and Opportunities"' sponsored by College Development Council, Panjab University, Chandigarh on February 26, 2020. The seminar was graced by eminent personalities and dignitaries. The Chief Guest Dr (Prof) Karamjeet Singh, Registrar, Panjab University, Chandigarh, The Guest of Honour, Dr (Prof) Sanjay Kaushik, Dean, College Development Council, Panjab University, S Gurdev Singh, IAS (Retd), President, SES, Col (Retd) J S Bala, Secretary SES were the integral part of the event. The Keynote Address was delivered by Sh Anil Kumar Yadav (General Manager, RBI, Chandigarh) and a special lecture was delivered by Ms Mandeep Kaur Sidhu (CEO, Simba Quartz and a well-known TEDx Speaker). Sh. Navneet Kumar (Chief Manager, Digital Banking, SBI, Panchkula) chaired the Technical Paper Presentation session. More than 200 participants attended the seminar out of which 50 delegates presented their papers.
Activities conducted at a glance	Organization and celebration of important days and events: • 31st National Road Safety Week Celebrations • Yoga session • Swachhta Pakhwara • Organisation of Langar sewa at GMCH, Chd. • Jal Shakti Abhiyaan • Visit to Orphanage • Visit to Old Age Home • Ek Bharat Shreshtha Bharat • Blood Donation Camp



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Expert Lecture	The students and faculty of MA attended an Expert Lecture on Feminism and Feminist Critical Theories delivered by Prof Rumina Sethi, Department of English and Cultural Studies, Panjab University, Chandigarh and organised by the PG Department of English, Sri Guru Gobind Singh College, Chandigarh on February 18, 2020.
Expert Talk	An Expert Talk on ' Sociological Perspectives of Gender Studies ' was organised for the Post Graduate students of English to give them an interdisciplinary perspective on the topic of Feminism and feminism Criticism on March 04, 2020. The Lecture was delivered by Dr Sugandha Kohli Kang from the Post Graduate Department of Sociology, SGGGS College, Chandigarh.
Educational Visit	The Department of Fine Arts in collaboration with the History Department of the College organised a Visit to the Government Museum and Art Gallery on January 24, 2020 to make students aware of the art and cultural history of the nation.

- **Utilisation of RUSA Grant**

The Chair discussed to upgrade the Multi-purpose Hall of the College by installing false ceiling, ACs and the tile terracing of the roof under RUSA grant. The upgradation of the hall will help in convenient and smooth execution of events and optimum utilization of the hall even during summer season. It was decided to install fire-fighting equipment in the College library for the safety and security of the library resources as well as of staff and students. Sports equipment are also to be acquired as per the requirements of the sports department so as to meet the needs of the sports students.

- **Mid-semester Examinations**

Principal, Dr. Jatinder Kaur, directed the Controller of Examination to finalize and display the date-sheet of mid-semester examinations for the students. She also directed to issue a notice for the faculty members to prepare and submit question papers for the same.

- **Important Functions**

The Chair directed that dates for the important functions like convocation, Prize Distribution function and Farewell which are to be organized in the month of April, 2020 should also be fixed so that preparations for the same could start in time.



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• Inspection Files

Principal asked all the HOD's to get their respective departmental files ready for forthcoming inspection for affiliation of the courses.

• Sports Achievements

Principal lauded the achievements of the Sports Department for keeping the tradition winning this year too by bagging **Ten Sports Championships**. College bagged **First position in Panjab University Inter College Tournaments, namely in Volleyball, Basketball, Hockey, Cricket, Boxing, Swimming, Netball, Kho kho, Rowing, Kayaki and Canoeing**. College Teams of **Sepak Takraw Regu, Sepak Takraw Team, Wushu and Poomse stood Second during Panjab University Inter College tournament**. Teams of Taekwondo, Gatka, Gymnastics, Judo, Soft Tennis and Yachting bagged the **Third position**. Teams of Wrestling, Athletics, Weightlifting, Karate, Pencak silat won **Individual medals** in Panjab University Inter College tournaments.

Committee Members

Dr. Jatinder Kaur, Chairperson

Ms. Pooja Malhotra, Co-ordinator

Dr. Sonia Sharma, Co-coordinator

Members

Ms. Prabhjot Kaur

Dr. Jaspreet Kaur

Ms. Harbinder Kaur

Dr. Ramnik Kohli

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Dr. Amneet Kaur

Dr. Amandeep Kaur (Phy. Edu.)

Ms. Maninder Kaur

Dr. Savneet Kaur

Ms. Sukhdeep Kaur (Librarian)

Sh. T.S. Cheema (Office Supt.)

Co-ordinator

Chairperson



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MINUTES OF MEETING OF IQAC

Date : 5th May, 2020
Time : 11:30 a.m.
Venue : Google Meet

An online meeting took place due to sudden lockdown because of the pandemic Covid-19.

- **Student Evaluation**

Due to complete lockdown from 22nd March, 2020, the ongoing Mid-semester exams couldn't be completed. The teachers were directed to give internal assessment to the students on the basis of their class performance and by giving them online assignments.

- **Syllabus Completion**

The teachers informed that they have completed the syllabus by taking online classes via zoom meet and google meetings. They have also shared notes through social media like WhatsApp groups, along with taking student queries via personal phone calls.

- **Online Library Repository**

There are many students who have not been able to attend online classes due to network issues and infrastructural constraints at their homes. An online repository has been created on the library vlog where the teachers can upload their recorded lectures and notes for the benefit of such students. This online content can be accessed by the students anytime.

- **Awareness regarding Covid-19**

The students have been made of all the SOP's issued by the GOI. They were explained about the importance of social distancing, wearing mask and using sanitizers. PowerPoint presentation regarding Covid-19 safety measures was also shared by the UBA team among the students and adopted villages.

- **Relief material & Awareness in the adopted villages**

The students have been actively distributing necessities to the needy people in their home towns during the lockdown. NSS students also made awareness videos to be circulated in the WhatsApp group of the village Sarpanches for generating awareness regarding the safety



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measures. The students of have been sensitizing the villagers about personal hygiene and safety by circulating pamphlets and pasting posters.

- **Mental Health Care during lockdown**

Dr. Savneet Kaur, Head, Department of Psychology has recorded a video on 'Stress Management and Importance of Mental Health and played it during the meeting. It was decided to circulate the same among students and village WhatsApp groups. Heads of various departments were directed to organize inter-college online competitions to keep the students occupied during the lockdown.

Committee Members

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Ms. Pooja Malhotra, Co-ordinator
Dr. Sonia Sharma, Co-coordinator

Members

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