

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN
Sidhwan Khurd (Ludhiana)**

Resolution of 17th June, 2022

**Minutes of the online meeting of Internal Quality Assurance Cell
(IQAC) held on 17.06.2022 at 10.00 AM**

Members Present:

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of
Education for Women)
Dr. Kiran Duggal, Coordinator, IQAC
S. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

Faculty Members Present

Mrs. Pushpinder Kaur
Dr. Manjeet Kaur
Dr. Sarvjeet Kaur
Dr. Shally
Dr. Gurwinder Singh
Dr. Jagminder Kaur
Dr. Jaspreet Kaur
Dr. Ajay Kumar
Mrs. Manpreet Kaur

Technical Staff:

Mr. Narinder Singh
Mrs. Harmeet Kaur

External Expert

Dr. S.K. Bawa
Prof. Mohammad Rafi
Dr. Mohinder Kaur Grewal

Community Representatives

Dr. Purshotam Singh
S. Karam Singh

Employers

Mrs. Ravinder Kaur
Mr. Pawan Sood

Alumni Representatives

Mrs. Bhupinder Kaur
Mrs. Jatinder Kaur

Students Representatives

Ms. Inderpreet Kaur
Ms. Ritu
Ms. Harsimran Kaur
Ms. Kritika Bansal
Ms. Ashima

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the invitees. Dr. Kiran Duggal, IQAC Coordinator welcomed the members to the meeting once again and presented Action taken Report.

AGENDA POINTS :

Criterion1: Curricular Aspect:

Agenda Point:

1. To update College website.
2. To get feedback from students, teachers, alumnus and from practice teaching schools.

IQAC Resolve:

- College website should be complete in all aspects.
- All the good practices of the College should be mentioned in College website.
- Feedback should be collected timely from students, teachers, alumnus and from practice teaching schools.
- All the services provided to the different stakeholders should be included in the feedback form.

Criterion 2 Teaching Learning & Evaluation

Agenda Point:

3. To organize Seven Days Pre-internship Workshop and Demonstration Lessons.
4. To conduct Entry Level Testing for students.
5. To prepare College Calendar under the broader view of Panjab University Academic Calendar.
6. Planning Internal Assessment and External Examinations.

IQAC Resolve:

- Seven Days Pre-Internship Workshop and Demonstration Lessons should be conduct offline.
- Conduct Entry Level Testing for students to identify their different learning needs.
- College Calendar should be prepared under the broader view of Panjab University Academic Calendar.
- Internal Assessment and External Examinations should be planned according to the guidance of Panjab University, Chandigarh.

Criterion 3: Research and Outreach Activities

Agenda Point:

7. To organize Seminar and Symposium on Research Methodology/ Academic Writing.
8. To organize Community Outreach Activities.
9. More MoUs with Institutions.

IQAC Resolve:

- Seminar and Symposium on Research Methodology/ Academic Writing should be organized in the College for students and teachers.
- Community Outreach Activities should be organized in the College on regular basis.
- College should signed more MoUs with other Institutions to explore different areas.

Criterion 4: Infrastructure and & Learning Resources

Agenda Point:

10. Renovation of Library
11. To encourage teaching faculty for e-content Development.
12. To purchase portable sound system

IQAC Resolve:

- Library of the College should be renovated time to time.
- More facilities should be provided to the teachers to encourage them for developing e-content.
- Portable sound system should be purchased in the College.

Criterion 5: Student Support & Progression

Agenda Point:

13. To organize Extension lectures for students.
14. To organize tours or educational movie shows for students.
15. To update LMS with study materials for students.
16. To provide Helpdesk facilitating guidance for admission to B.Ed, M.Ed and Diploma in Guidance & Counseling students.

IQAC Resolve:

- Extension Lecture regarding curriculum should organized from experts.
- Extension lectures by students should also be organized in the College.
- Tours or educational movie shows should be organized for students
- Teachers should update College LMS by adding study material.
- Help desk should facilitate the needy students to get admission in the College for various courses offered by the College.

Criterion 6: Governance, Leadership and Management

Agenda Point:

17. To conduct Academic Audit.
18. To conduct Administrative Audit.

IQAC Resolve:

- Extension Lecture should be organized in the College to conduct Academic Audit and Administrative Audit accurately.

Criterion 7: Institutional value and Best Practices

Agenda Point:

19. To plan for E-Waste Management through MoU
20. To conduct Internal Green Audit.

IQAC Resolve:

- MoUs should be signed with E-waste Management organization to plan E-waste Management.
- Extension Lecture should be organized in the College to prepare for the Internal Green Audit.


IQAC Coordinator


Principal
IQAC Chairperson

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN
Sidhwan Khurd (Ludhiana)**

Resolution of 16th July, 2021

**Minutes of the online meeting of Internal Quality Assurance Cell
(IQAC) held on 16.07.2022 at 10.00 AM**

Members Present:

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of
Education for Women)

Dr. Kiran Duggal, Coordinator, IQAC

Mrs. Pushpinder Kaur, Administrative Officer

Dr. Manjeet Kaur, Administrative Officer

Dr. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

Faculty Members Present

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Dr. Geeta Kundi

Mrs. Manpreet Kaur

Technical Staff:

Mr. Narinder Singh

Mrs. Harmeet Kaur

External Expert

Prof. Mohammad Rafi

Dr. Mohinder Kaur Grewal

Community Representatives

Mr. Karam Singh Sandhu

Employers

Mr. Pawan Sood

Alumni Representatives

Mrs. Jatinder Kaur

Students Representatives

Ms. Inderpreet Kaur

Ms. Kritika

Ms. Ashima

Ms. Harsimran Kaur

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the invitees. Dr.Kiran Duggal, IQAC Coordinator welcomed the members to the meeting once again and presented Action taken Report.

AGENDA POINTS :

Criterion I: Curricular Aspect:

Agenda Point:

- To organize Student Induction Programme.
- Organizing Workshop for students on functioning of various School Boards.
- Planning for New Admissions.

IQAC Resolve:

- (i) It was suggested that the institution must prepare a list of activities to be done in student induction programme. Student Induction Programme must include General orientation, Ice breaking session, College tour, Library resources, self study courses, entry level testing etc.
- (ii) It was suggested that the institution must organize workshop for students on functioning of various school Boards i.e. PSEB, CBSE, ICSE etc.
- (iii) It was suggested that the institution provide the facility of help desk for B.Ed , M.Ed & PG Diploma admission and accordingly guide students about the online enrolment procedure, important dates etc.

Criterion 2 Teaching Learning & Evaluation

Agenda Point:

- Planning and Execution of Discussion Lessons, House test, Panjab University Final Lesson in Skill in Teaching Lessons and Final practicals.
- To organize workshop for Internees' Engagements during Internship.

IQAC Resolve:

- (iv) It was suggested that the Institution plan and execute discussion Lesson, Home test, skill in teaching examination and final External practicals.
- (v) It was suggested that the institution must organize workshop for Internee's Engagement during Internship. .

Criterion 3: Research and Outreach Activities

Agenda Point:

- Planning by Research Centre for Presentations of Ph.D Course work students.
- Organizing Workshop for Mentee Institutions.
- To organize Annual Seminar on 'Save Mother's Earth' for creating Environmental Awareness.
- Faculty Exchange Programme (Disabled schools) (MOU) with special school.

IQAC Resolve:

- (vi) Institution must plan and conduct Presentation of Ph.D Coursework students.
- (vii) The institution can organize offline/online workshop for Mentee Instution under PARAMARSH Schemes.

- (i) The institution can organize offline/online workshop for Mentee Institution under PARAMARSH Schemes.
- (ii) The Institution should take advantage to organize Annual Seminar and other Competitions on 'Save Mother Earth' for creating Environmental Awareness.
- (iii) MOU should be signed with schools meant for differently Abled students under faculty Exchange Programme.

Criterion 4: Infrastructure and & Learning Resources

Agenda Point:

- To purchase books in the Library as per the new requirements.
- To install rooftop of Solar Panels.

IQAC Resolve:

- (iv) Institution should add new books in the library according to the budget.
- (v) Institution should initiate work for installing 50 KW Solar Panels on roof top.

Criterion 5: Student Support & Progression

Agenda Point:

- To organize workshop for Internees in collaboration with Alumni.
- To celebrate Founders' Day.
- To organize Inter College and Inter School competitions on the theme 'Save Mother Earth'
- To prepare students for Panjab University Zonal and Inter Zonal Youth and Heritage Festival.

IQAC Resolve:

- (vi) Institution must organize workshop for Internees in collaboration with Alumni .
- (vii) To sensitize students with the contributions of the founders in the field of education institutions must organize Founder's day.
- (viii) Institution must organize Inter College and Inter School competitions on the theme 'Save Mother Earth'
- (ix) For participation in Panjab University Zonal and Inter Zonal Youth & Heritage festival, teacher incharges of Fine arts society, Dramatic society and Literary society must motivate and guide students and prepare them for these competitions.

Criterion 6: Governance, Leadership and Management

Agenda Point:

- To organize workshop for Non-Teaching staff.
- To organize Farewell Party and Retirement benefits for Dr. Seema Chopra (Associate Professor) & Tej Bahadur (Gardener)

IQAC Resolve:

- (x) The institutions must organize workshop for Non teaching staff (Administrative staff).
- (xi) The institution must plan and organize farewell party for Dr. Seema chopra and MR. Tej Bahadur.

Criterion 7: Institutional value and Best Practices
Agenda Point:

- Planning visits in Mentee Institutions.
- To prepare and upload AQAR for 2020-21.

IQAC Resolve:

(xviii) Under PARAMARSH Scheme, Mentor institutions must plan and organize visits in Mentee Institution.

(xix) Institutions must prepare and upload for session 2021-2022 within the stipulated period.



IQAC Coordinator



**Principal
IQAC Chairperson**

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN
Sidhwan Khurd (Ludhiana)**

Resolution of 4th Feb, 2022

**Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held
on 17.06.2022 at 10.00 AM**

Members Present:

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of
Education for Women)
Dr. Kiran Duggal, Coordinator, IQAC
Mrs. Pushpinder Kaur, Administrative officer
Dr. Manjeet Kaur, Administrative officer
S. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

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Ms. Ashima

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the invitees. Dr. Kiran Duggal, IQAC Coordinator welcomed the members to the meeting once again and presented Action taken Report.

AGENDA POINTS :

Criterion 1: Curricular Aspect:

Agenda Point:

1. To facilities for Self Study Courses.
2. To organize Induction Program for teachers.

IQAC Resolved:

- It was suggested that the institution must prepare a list of Online courses/OER/Courses offered by other institution and accordingly guide students about the Enrolment procedure and date & duration of course. Students should be encouraged to elevate their Academic Bank of Credits.
- It was suggested that the Institution must organize/ conduct Teacher Induction programme as per the modules given by UGC and the duration of the Program should not be less than 6 days.

Criterion 2: Teaching Learning & Evaluation

Agenda Point:

3. To encourage faculty to use innovative practices in teaching.
4. To organize Alumni Meet

IQAC Resolved:

- The Institution must encourage the students to involve in some activity. The institution must provide award/appreciation for teachers who used innovative practice in teaching. Teachers should use mother tongue/regional language/bilingual method in their teaching. Change physical setting of the classroom, arrangement should face to face and use co-operative and collaborative learning strategies.
- The institution can organize offline/online Alumni meet and try to involve local students and NRI students.

Criterion 3: Research & Outreach Activities

Agenda Point:

5. MoUs with
 - a. Schools for organizing different activities.
 - b. Colleges and Universities for Faculty Exchange.
 - c. NGOs for Collaborative Works.
6. Webinar/Internal Seminar on Research for Faculty and Students.
7. Planning and Execution of community outreach activities in collaboration with different organizations.

IQAC Resolved:

- MoU should be functional. MoU should be signed with cultural organization and with community.
- Arrange Workshop on cooperative and collaborative Learning Pedagogical strategies.
- The Institution must sign MoUs with NGO's like Green Punjab Organization.

Criterion-IV Infrastructure & Learning Resources

Agenda Point:

8. To add ICT facilities
9. To add new books and online journals in Library

IQAC Resolved:

- Students should take advantage of all available ICT facilities. Institution must maintain a proper record of students and teachers who are benefitted with these facilities.

- Institution should add new books and formulas according to the budget.

Criterion-V Student Support & Progression

Agenda Point:

10. Skill Enhancement Initiatives.
11. Workshop for developing Employability Skills in students.

IQAC Resolved:

- For Skill Enhancement and for Employability Skills Institution should be associated with industry and also give expose of Artificial Intelligence schools.

Criterion-VI Governance, Leadership and Management

Agenda Point:

12. To organize In-House Workshop/Training Program for faculty and Non-teaching staff.

IQAC Resolved:

- The institution must organize Workshop for non- teaching staff regarding etiquettes Training.

Criterion-VII Institutional Values and Best Practices

Agenda Point:

13. To plan for Waste Management
14. To upload information on AISHE portal of Ministry of Education

IQAC Resolved:

- The institution must sign MoU's with E-Waste vendors/agencies
- The institution must upload information on AISHE portal of Ministry of Education.


IQAC Coordinator


Principal
IQAC Chairperson

