

G.H.G HARPARKASH COLLEGE OF EDUCATION FOR WOMEN
Sidhwan Khurd (Ludhiana)

Resolution of 23rd October, 2020

Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on
23rd.10.2020 at 10.00 AM

Members Present:

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

Dr. Seema Chopra, Coordinator

Dr. Kiran Duggal and Mrs. Pushpinder Kaur, Administrative officer

Dr. Hardip Singh Sur, Manager SGHGU Hari Trust, Sidhwan Khurd

Faculty Members Present

Dr. Manjeet Kaur

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Technical Staff:

Mrs. Manpreet Kaur

Mrs. Harmeet Kaur

External Expert

Prof. Mohammad Rafi

Dr. Khushwinder Kumar

Community Representatives

Er. Sanjeev Sood

Dr. Purshotam

Employers

Dr. Puneet Sohi

Mr. Pawan Sood

Alumni Representatives

Mrs. Bhupinder Kaur (Principal)

Mrs. Jatinder Kaur (Principal)

Students Representatives

Ms. Avneesh Kaur

Ms. Ramandeep Kaur

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

AGENDA POINT:

Criterion- I Curriculum Aspects

1. **Agenda Point:-**Preparing Academic Calendar and Consolidated College Calendar.
(Delayed session due to COVID-19 situation)

IQAC Resolved:

- College should prepare Academic Calendar and Consolidated College Calendar for the Session 2020-21.

2. **Agenda Point:-**Organizing orientation for New Teachers.

IQAC Resolved:

- It was suggested that Senior staff member should be assigned duty to organize Teachers' Induction Programme for newly appointed teachers.

Criterion-II Teaching Learning & Evaluation

3. **Agenda Point:-**Launching LMS for college students and Staff.

IQAC Resolved:

- College should launch LMS for college students and Staff for conducting online teaching and for e-services to students.

Criterion-III Research & Outreach Activities

4. **Agenda Point:-**Organizing Seminar on Save Mother earth.

IQAC Resolved:

- College should organized online Seminar on Save Mother earth keeping in view COVID-19 crisis. Different competitions can also be organized online.

5. **Agenda Point:-**Organizing Webinar on NEP 2020.

IQAC Resolved:

- Institute should organized National webinar on NEP 2020.

6. **Agenda Point:-**Conducting RT-PCR testing of all the staff of Sidhwan Institutes.

IQAC Resolved:

- It was suggested to conduct RT-PCR testing of all the staff of Sidhwan Institutes as per the guidelines of Punjab Govt. taking services of Civil Hospital, Jagraon.

Criterion- IV Infrastructure and learning resources

7. **Agenda Point:-**To make sure smooth Internet facility and wider bandwidth.

IQAC Resolved:

- It was suggested that Internet provider can be switched and a plan of wider bandwidth more than 30 Mbps should be taken.

8. **Agenda Point:-**To give a new facelift to play grounds.

IQAC Resolved:

- It was decided that all the play ground should be clubbed together to make it a stadium and a defined boundary should be marked.

Criterion-V Student Support & Progression

9. **Agenda Point:-**Celebrating Parkashpurab of Shri Guru Nanak Dev ji.

IQAC Resolved:

- Staff should make arrangements to celebrate Parkashpurab of Shri Guru Nanak Dev ji and also instruct all staff and students to follow COVID-19 precautions.

Criterion-VI Governance, Leadership and Management

10. **Agenda Point:-**To get approval for Ph.D Guide ship of three faculty members for their long pending cases with University.

IQAC Resolved:

- College should take necessary steps to get approval from Panjab University for Ph.D Guideship for three faculty members

11. **Agenda Point:-**Equipping faculty for e- content development.

IQAC Resolved:

- A workshop (in house) should be organized for college faculty on e- content development.

13. **Agenda Point:-**To purchase and distribute uniforms for class IV employees of college.

IQAC Resolved:

- College will purchase uniform for class-IV employees and will distribute them.

Criterion-VII Institutional value and Best Practices

14. **Agenda Point:-**Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME.

IQAC Resolved:

- College is to organize several meetings with Mentee institutions under UGC PARAMARSH Scheme on different criterions.

15. **Agenda Point:-**Sensitizing students towards Environmental Problems.

IQAC Resolved:

A Seminar should be organized on Environmental Problems to sensitize students on the said issue.


IQAC Coordinator


Principal
IQAC Chairperson

Duties to accomplish Program of Action of IQAC Meeting 23rd OCTOBER, 2020.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1.	Criterion I: Preparing Academic Calendar and Consolidated College Calendar. (Delayed session due to COVID-19 situation)	Dr. Seema Chopra Dr.Kiran Duggal
2.	Organizing orientation for New Teachers.	Dr. Seema Chopra Dr.Kiran Duggal
3.	Criterion II: Launching LMS for college students and Staff	ICT Committee
4.	Criterion-III Organizing Seminar on Save Mother earth	All Teaching Staff
5.	Organizing Webinar on NEP 2020.	Dr.Gurwinder Singh Dr.Shally
6.	Conducting RT-PCR testing of all the staff of Sidhwan Institutes.	Dr. Amandeep Kaur (Principal)
7.	Criterion -IV To make sure smooth Internet facility and wider bandwidth.	Mr. Dalwinder Singh(Clerk)
8.	To give a new facelift to play grounds.	Mrs. Gurpreet Kaur(DPE)
9.	Criterion -V Celebrating Parkashpurab of Shri Guru Nanak Dev ji.	Gurudwara Committee
10.	Criterion -VI To get approval for Ph.D Guide ship of three faculty members for their long pending cases with University.	Dr. Amandeep Kaur (Principal)
11.	Equipping faculty for e- content development.	Dr. Manjeet Kaur Dr. Shally Dr. Ajay Mrs. Manpreet Kaur
12.	To purchase and distribute uniforms for class IV employees of college	Dr. Amandeep Kaur(Principal) Mrs. Manpreet Kaur
13.	Criterion -VII Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME	Project Team
14.	Sensitizing students towards Environmental Problems	All Teaching Staff


IQAC Coordinator


Principal
IQAC Chairperson

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

ACTION TAKEN REPORT

of

Internal Quality Assurance Cell (IQAC) meeting held on 23.10.2020

Criterion1: Curricular Aspect:

Agenda Point:

- **Preparing Academic Calendar and Consolidated College Calendar.
(Delayed session due to COVID-19 situation)**
- **Organizing orientation for New Teachers**

Action taken:

1. University provide Annual Academic calendar (semester wise) to colleges on 22.07.2020
2. Our college prepare Academic College calendar and Consolidated college calendar keeping in view the university academic calendar.
3. Faculty Induction programme was conducted by Senior teachers for new young teachers on 30th march 2021.

Criterion 2 Teaching Learning & Evaluation

Agenda Point:

- **Launching LMS for college students and Staff**

Action taken

4. The College launched LMS for managing online learning of students and for e services to the students on 28th October,2020
5. Dr. Gurwinder Singh Assistant Prof. conducted workshop on usage of LMS developed by the college on 10th November, 2020.

Criterion-III Research and outreach Activities

Agenda Point:

- **Organizing Seminar on Save Mother earth**
- **Organizing Webinar on NEP 2020.**
- **Conducting RT-PCR testing of all the staff of Sidhwan institutes.**

Action taken

6. 6th Annual Bhai Narain Singh ji Memorial Seminar on Save Mother Earth was organized by Sidhwan Institutions on 31st October, 2020.
7. Dr. Surinder Singh Kukal, Member, water Regulatory and Development Authority, Punjab was the speaker.
8. One-day National Webinar on theme 'National Education Policy-2020' was conducted in the college on 11th November, 2020.
9. RT-PCR Testing for Covid-19 was conducted in the college in collaboration with SMO, Civil Hospital, Jagraon on 19 November, 2020.

Criterion -IV Infrastructure & Learning Resources

Agenda Point:

- To make sure smooth Internet facility and wider bandwidth.
- To give a new facelift to play grounds.

Action taken

10. College has switched to new internet service provider for wider bandwidth of 200 mbps with fibre service and increase in speed of internet.

Criterion V: Student Support & Progression

Agenda Point:

- Celebrating Parkashpurab of Shri Guru Nanak Dev ji.

Action taken

11. Parkashpurab of Shri Guru Nanak Dev ji was celebrated in the college campus on 27th November, 2020.

Criterion VI: Governance, Leadership and Management

Agenda Point:

- To get approval for Ph.D. Guide ship of three faculty members for their long pending cases with University.
- Equipping faculty for e- content development
- To purchase and distribute uniforms for class IV employees of college

Action taken

12. The case was taken up with dept. of Education, Punjab University, Chandigarh by the Principal Dr. Amandeep Kaur and three faculty members got approval from Punjab University Chandigarh to act as Ph.D guide on 29th

October, 2020.

13. Three days workshop (college level) on easy ways of developing e-content was organized in the college for faculty from 9th to 11 December, 2020.
14. College purchased and distribute uniforms for class IV employees of the college on 20th November, 2020.
15. The Principal donated sports shoes to all the class iv employees.


Criterion VII: Institutional value and Best Practices

Agenda Point:

- **Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME.**
- **Sensitizing students towards Environmental Problems**

Action taken

16. UGC PARAMARSH team of the college organized a meeting with Principals and coordinators of mentee institutions on NAAC accreditation process in the college campus on 12th October, 2020.
17. A meeting with NAAC coordinators of mentee institution was held in the college to discuss criterion 2nd and criterion 3rd on 9th November, 2020.
18. Inter college competition were organized on theme 'Save Mother Earth' along with seminar on 31st October, 2020 to sensitize students towards environment problem.


IQAC Coordinator


Principal
IQAC Chairperson

**G.H.G.Harparkash College of Education for Women
Sidhwan Khurd, Ludhiana**

IQAC MEETING 23rd October, 2020

AGENDA (IQAC 23rd OCTOBER, 2020)

Criterion- I Curricular Aspects

1. Preparing Academic Calendar and Consolidated College Calendar. (Delayed session due to COVID-19 situation)
2. Organizing orientation for New Teachers.

Criterion-II : Teaching Learning & Evaluation

3. Launching LMS for college students and Staff.

Criterion-III : Research & Outreach Activities

4. Organizing Webinar(online) on Save Mother earth.
5. Organizing National webinar on NEP 2020.
6. Conducting RT-PCR testing of all the staff of Sidhwan Institutes.

Criterion- IV : Infrastructure & Learning Resources

7. To make sure smooth Internet facility and wider bandwidth.
8. To give a new facelift to play grounds.

Criterion-V : Student Support & Progression

9. Celebrating Parkash purab of Shri Guru Nanak Dev ji.

Criterion-VI : Governance, Leadership and Management

10. To get approval for Ph.D Guideship of three faculty members for their long pending cases with University.
11. Equipping faculty for e- content development.
12. To purchase and distribute uniforms for class IV employees of college.

Criterion-VII : Institutional value and Best Practices

13. Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME.
14. Sensitizing students towards Environmental Problems


Principal


IQAC Coordinator