

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

Resolution of 29th November, 2022

**Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held on
29.11.2022 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

Faculty Members Present

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Dr. Geets Kundi

Mrs. Manpreet Kaur

Technical Staff:

Mr. Narinder Singh

Mrs. Harmeet Kaur

External Expert

Prof. Mohammad Rafi

Dr. Mahinder Kaur Grewal

Community Representatives

S. Karam Singh Sandhu

Employers

Mr. Pawan Sood

Alumni Representatives

Mrs. Jatinder Kaur

Students Representatives

Ms. Shivani
Ms. Ritu

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:

To conduct Value Added Courses

IQAC Resolved:

- It was suggested that institute can design own certificate courses. It is also suggested to take some fee for skill oriented courses.

Criterion 2: Teaching Learning & Evaluation

Agenda Point:

To enhance the quality of Entry Level Testing

IQAC Resolved:

It was suggested that entry level testing should be comprehensive and testing should be done at multiple level instead of entry level for testing their various type of intelligence, attitude and behavior. It is also suggested that entry level testing should be practical instead of theoretical

Criterion 3: Research & Outreach Activities

Agenda Point:

- ❖ To Conduct Community Outreach Programme (Book Exhibition)
- ❖ To Conduct In House Seminars
- ❖ To organize National Seminar

IQAC Resolved:

- It is suggested that national level publisher should be invited for exhibition. Book exhibition should promote regional language. Information regarding book exhibition should spread in community through print and digital platforms. Digital literacy programme should be organized for community.

- In house seminar should be on NEP-2020 , Acts and regulations of UGC/NCTE/MoE
- National seminar should be based on pedagogical ,Curricular and innovative technology in accord to NEP-2020

Criterion-IV Infrastructure & Learning Resources

Agenda Point:

1. Update ICT facilities
2. To add new text books in Library

IQAC Resolved:

- It is suggested to upgrade existing desktops so that latest open and free software should be installed and use for teaching and developing E- content. Students should be trained to use latest software. Teachers should also motivate students to develop E-content.
- To promote readership, various type of competitions should be organized. Best reader and other readership awards should be given. Information regarding new books should be shared in students' social media groups. Information regarding various e-book platform and national digital library should be given to students. It is also suggested that special incentives/awards should be given to those reader who reads books digitally.

Criterion-V Student Support & Progression

Agenda Point:

- ❖ To Conduct Workshop on Skill Enhancement for students
- ❖ To organize Annual Sports' Meet
- ❖ To raise Alumni Fund and its utilization

IQAC Resolved:

- For skill enhancement it is suggested that skills in art and craft should be enhanced along with ICT & Employability skills. To enhance student interest in art and craft, Art and craft museum should be established in institution.
- Institution must organize Annual Athletic meet. Students' physical health should be in priorities of the institution. Physical and sports activities must be regular feature of institution.
- It is suggested that to raise alumni fund, close contact should be developed with alumnus of the college. Alumni association should try to make contact with alumnus of the college for raising funds. Invite alumnus of the college in various functions and events to develop health relationship for betterment of institution.

Criterion-VI Governance, Leadership and Management

Agenda Point:

- ❖ To organize In-House Workshop/Training Program for Non- teaching staff.
- ❖ To Prepare Strategic Plan

IQAC Resolved:

- The institution must organize Workshop for non- teaching staff regarding etiquettes Training.
- Strategic plan must be prepared by considering all the aspects, Educational Policies, NAAC guidelines and framework, UGC notification and regulations.

Criterion-VII Institutional Values and Best Practices

Agenda Point:

To conduct activities under Mahatma Gandhi National Council of Rural Education

IQAC Resolved:

Mahatma Gandhi National Council of Rural Education is doing commendable work to uplift the rural communities. All the activities of MGNCRE are for the welfare of society so it is suggested that institution must conduct activities under MGNCRE for the service of mankind.



IQAC Coordinator

Principal
IQAC Chairperson

G.H.G. Harparkash College
of Education for Women
SIDHWAN KHURD (Ldh.)


30/11/22

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

Resolution of 9th March, 2022

Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held
on 09.03.2023 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

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

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Alumni Representatives

Mrs. Jatinder Kaur

Students Representatives

Ms. Shivani

Ms. Ritu

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 Curriculum Aspects

1. To develop new strategies for Admission in B.Ed/ M.Ed and PGDGC.
2. To collect feedback from students, teachers and other stakeholders.

IQAC Resolved:

- It was suggested that institute can work on innovative strategies to enhance admissions. It was also suggested that interaction programme should be organized in surrounding degree colleges to aware students about various career options and courses offered by college. Experts emphasized that in interaction programme students must be oriented about various scholarship programme offered by government, trust and various NGO's.
- It was suggested that suggestions/feedback given by all stakeholders should be incorporated in next session planning.

Criterion-II Teaching Learning & Evaluation

3. To develop e-content
4. To use innovative methods of teaching

IQAC Resolved:

It was suggested that teacher should be motivated to develop e-content of their respective teaching subjects and e-content should be uploaded on public and social media platform for public welfare in general and students in particular. Technical Assistant should be provided to teachers by ICT teachers.

Workshop or training programme should be organized to orient teachers about innovative methods. Faculty members should be motivated to attend FDP's organized by HRDC/ TLC of universities.

Criterion-III Research & Outreach Activities

5. To strengthen the quality of research culture through workshops, Seminars and guest lecturers
6. To review Research Policy

IQAC Resolved:

- It was suggested that workshops/webinar/seminars should be organized for teachers. Expert Resource persons should be invited to deliver extension lectures or to conduct workshops for faculty. Experts emphasized that faculty should attend Research based FDPs to enhance their knowledge and skills.
- Research Policy of college should be reviewed according to changing scenario and implementation of NEP-2020. Teachers should be motivated to attend curriculum revision workshops.

Criterion -IV Infrastructure & Learning Resources

7. To enhance access of library in physical mode.
8. To add new text books in Library

IQAC Resolved:

- It was suggested to the students to visit to library for the maximum use of library in physical mode.
- To promote readership, various type of competitions should be organized. Best reader and other readership awards should be given. New text books and literature books should be added in library to meet the needs of students. It is emphasized to promote mother tongue books in Punjabi language and literature should be added. Information regarding new books should be shared in students' social media groups. Information regarding various e-book platform and national digital library should be given to students. It is also suggested that special incentives/awards should also be given to those reader who reads books digitally.

Criterion--V Student Support & Progression

9. To organize Alumni Meet
10. To organize workshops on Capacity Building, SWOT Analysis and Employability Skills.

IQAC Resolved:

- Alumnus are integrated part of institutional development; Alumni meet should be organized. Alumnus should be motivated to participate in institution development activities. It was also suggested that alumni association should be registered and Seminars/workshops/culture programme should be organized in collaboration of alumni association. Alumnus of the college should be motivated to enhance admissions.
- For skill enhancement it is suggested that workshops on Capacity Buildings Analysis and Employability Skills should be organized. It is suggested to make these workshops integral part of curriculum as add on course.

Criterion -VI Governance, Leadership and Management

11. Online Submission of Examination forms of B.Ed-II & IV Semester, M.Ed-II & IV Semester and PGDGC-II Semester

IQAC Resolved:

- It was suggested to submit online examination forms of B.Ed-II & IV Semester, M.Ed-II & IV Semester and PGDGC-II Semester timely.

Criterion -VII Institutional value and Best Practices

12. To organize NSS Camp
13. MoU for e-waste Management

IQAC Resolved:

- TO develop sense of dignity towards manual labour and to inculcate values among prospective teachers and make them responsible citizen, it was suggested to organize social service programmes / NSS Camps in collaboration with community.
- It was suggested to explore and contact more e-waste management agencies before signing MoU. It was further suggested to contact local e waste

management agency for rapid, economical and timely management of e-waste.



IQAC Coordinator



**Principal
IQAC Chairperson**

GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN

Sidhwan Khurd (Ludhiana)

Resolution of 15th May, 2023

**Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held
on 15.05.2023 at 10.00 AM**

Members Present:

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

Dr. Kiran Duggal, IQAC Coordinator

Mr. 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

Dr. Geeta Kundi

Technical Staff:

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Mrs. Harmeet Kaur

External Expert

Mr. S.K. Bawa

Mrs. Mohinder Kaur Grewal

Prof. Mohammad Rafi

Community Representatives

Prof. Karamjit Singh

Dr. Purshotam Singh

Employers

Mrs. Ravinder Kaur

Mr. Pawan Sood

Alumni Representatives

Mrs. Bhupinder Kaur

Students Representatives

Ms. Ritu (M.Ed-II)

Ms. Kritika (B.Ed-II)

Ms. Parul (PG Diploma in Guidance & Counselling)

Ms. Shivani (B.Ed-I)

The meeting began at 11:30AM. Dr. Amandeep Kaur, Principal and Chairperson of IQAC welcomed the members in the meeting. The broad Agenda of the Meeting in the light of all seven Criteria along with Action Taken Report was presented by IQAC Coordinator Dr. Kiran Duggal:

Criterion 1: Curricular Aspect:

Agenda Point:

1. To Plan and organize Student Induction Programme
2. To conduct Entry level testing of new entrants

IQAC Resolved:

- It was Suggested that Institution must organise Student Induction Programme for the ice breaking of B.Ed students and make them aware about the facilities provided in college.
- Entry level testing must be done to see the individual difference among students and plan teaching accordingly.

Criterion 2: Teaching Learning & Evaluation

Agenda Point:

3. To conduct demonstration lesson for B.Ed students.
4. To plan remedial teaching for B.Ed-II Semester students.
5. To conduct Pre Practice teaching workshop.

IQAC Resolved:

- It was suggested to conduct Demonstration lessons for B.Ed sem-III to develop teaching skills among students.
- It was suggested that Remedial teaching should be planned for weaker and talented students by preparing booster and potential group.
- Before sending students to schools, it was suggested that pre- practice workshop must be arranged in the college.

Criterion 3: Research & Outreach Activities

Agenda Point:

6. To conduct Internal seminar on Research Proposal.
7. Visit to schools for establishing linkages.

IQAC Resolved:

- It was suggested that college should organise Internal seminar for the students to acquaint them with the steps of preparing Research proposal.
- It was suggested that faculty members must visit to schools for planning innovative practice and new strategy which is essential for internees.

Criterion-IV Infrastructure & Learning Resources

Agenda Point:

8. To conduct workshop for the use of LMS.
9. To conduct orientation on the usage of Library.

IQAC Resolved:

- It was suggested that students must be acquaint them with the use of LMS .
- In order to increase the usage of Library, orientation must be planned about the use of Library.

Criterion-V Student Support & Progression

Agenda Point:

10. To organize Talent Hunt of different societies.
11. To plan & organize Farewell & Prize distribution function.

IQAC Resolved:

- It was suggested to all the society incharges to conduct Talent hunt for selecting office bearers of different societies and for the selection of students for Youth festival.
- The college should plan and organized Farewell and Prize distribution Function for the outgoing students of B.Ed, M.Ed and PGDGC and to motivate new comers for participating in academic and co-curricular activities.

Criterion-VI Governance, Leadership and Management

Agenda Point:

12. To Plan online B.Ed Entrance test coaching.
13. To make strategic plan for 2023-24.

IQAC Resolved:

- College should make necessary arrangements for providing free online coaching of common Entrance Test (B.Ed. CTET-2023) for helping the students to clear the entrance test.
- For the systematic functioning of institution, strategic plan should be prepared before starting the academic year.

Criterion-VII Institutional Values and Best Practices

Agenda Point:

15. To plan and organize Plantation drive.

IQAC Resolved:

- It was suggested to the institute to plan and organize Plantation drive.



IQAC Coordinator



**Principal
IQAC Chairperson**