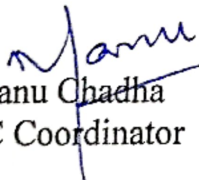


IQAC MEETING AUGUST 2021

This is for the information of all concerned that a meeting of IQAC will be held on August 14, 2021 at 11.00 am in the college campus.

The agenda points for the meeting are as follows:

- NAAC sponsored Webinar on the theme **QUALITATIVE INITIATIVES AND BEST PRACTICES IN HIGHER EDUCATION INSTITUTIONS**
- Publication of Webinar Proceedings in the form of Book
- Publication of a Booklet by Alumni Association (Collection of memories of the College)
- Proposal for a Series of Webinar to be sponsored by NUEPA.
- Add on Courses
- Admission Strategies.
- NAAC SSR preparation for NAAC Accreditation Cycle III.
- Academic & Green Audit.
- Redesigning Code of Conduct.
- Reconstitution of IQAC 202.
- Miscellaneous- Scholarships: Cash award for Sportspersons, Scholarship for Best Reader, Late Hardy Singh Gill Education Foundation, G D Memorial Scholarship, Research Policy and Instructional ethical committee.


Dr Manu Chadha
IQAC Coordinator


Dr Pargat Singh Garcha
Principal

Proceedings of the IQAC Meeting of GHG Khalsa College of Education Gurusar Sadhar
August 2021

A meeting of IQAC of GHG Khalsa College of Education Gurusar Sadhar held on August 14, 2021 in the Principal Office. The meeting was attended by Principal Dr Pargat Singh Garcha, Member, Managing Committee Dr. S S Thind, Secretary Managing Committee (Retd Prof, Dept. of Food Science & Technology, PAU, Ludhiana) Administrative Officer Dr. H S Brar (Former Principal, GHG Khalsa College of Education, Gurusar Sadhar) Members of the Alumni, Mr. Jaskaranjeet Singh (Maths teacher in Govt School), Mr. Gurbeer Singh (Maths teacher in Govt School) Community Representative S.Charanjit Singh Gill (Panchayat Member, Local Community), Gaurav of BEd Sem IV , Gurpreet of Sem IV (Student Representatives)and Faculty members on August 14, 2021 to discuss the given agenda. Mr Santokh Singh Gill, Member Alumni could not attend the meeting due to some personal reasons. Student representatives of Bed Sem II also could not attend the meeting as they were engrossed taking their house exams.

Prior to discussing the agenda, the IQAC coordinator, Dr Manu Chadha read the briefings of Session 2020-21 and acquainted the house with the events/activities, webinars, Faculty Development Programmes, Student enrichment Programmes during the previous session. The IQAC members appreciated the efforts of Principal and faculty and congratulated them for successful accomplishment of the activities with zeal & enthusiasm. In reference to the Proceedings of 2020-21 the following suggestions were received by IQAC members

- Keeping in mind the Student Support and Student Progression it was suggested that the Students Feedback and Testimonials be put on college feedback and college You tube channel.
- In reference to various Student exchange and teacher exchange activities conducted in Collaboration with HEI, it was suggested to enhance student exchange programmes at International Level.
- In response to a major limitation cited by Placement officers present in the meeting that the placement data of the students needs to be refreshed timely as required in NAAC SSR it was suggested that Placement Data of Previous years students be maintained by Mentors. Mentor in charges should stay in continuous touch with the pass out students and monitor their career graph. For managing the previous data, it

was told that the faculty still has informal links or WhatsApp contacts with some students who could help in disseminating information about their placements and thereby serve helpful in collecting information about already placed students.

- Alumni Association is active in the college but efforts be maintained for continuous relations with Alumni. It was suggested that a separate Alumni Relations Committee be constituted and healthy relations with Alumni be coordinated by mentoring and continuous interaction. A system of Life Long Mentors needs to be initiated.
- Dr HS Brar suggested that there is a need to enhance the General Awareness level of Student teachers which could be done by introducing a weekly period/guest lecture or appreciably an Add on Course which can be bear certification on completion of the course.
- Members Alumni of IQAC , Mr. Jaskaranjeet Singh (Maths teacher in Govt School), Mr. Gurbeer Singh (Maths teacher in Govt School) are school teachers .They spoke at length about their Punjab Schol Education Board website which actually seems advanced and functional. It was suggested that the college needs to increase the liaison with the schools and learn jointly.
- As observed and pointed out the College actively shares its activities on Social media as such it was suggested that Facebook page be earmarked Official for smooth interaction with Public & Alumni.

The suggestions were well taken with an assurance that they will be catered to and implemented accordingly.

This was followed by detailed discussions upon current agenda of the meeting:

Agenda Points	Plan of Action
NAAC sponsored Webinar on the theme Qualitative Initiatives and Best Practices in Higher Education Institutions	The IQAC coordinator facilitated the IQAC Members with the theme & sub themes of the webinar. She stated the objectives of the webinar and put forth the details and tentative schedule of the webinar. The webinar is proposed to be organized on August 27-28, 2021 and is NAAC sponsored webinar and a grant of 30000/- has been sanctioned. The IQAC members appreciated the efforts of the organizing team

	and wished them success.
Publication of Webinar Proceedings in the form of Book	The publications of the Webinar proceedings are proposed to be published in a book with an ISBN No. and being published by National Publisher. The contributors are sending the papers and the editing team is in the process of editing and the book will be published by September first week.2021.
Publication of a Booklet by Alumni Association (Collection of memories of the College)	The Alumni Association has proposed to publish a booklet which will be a compilation of their memories during college days. It was suggested that Dr H S Brar would help in giving useful input and pooling in resources. S. Charanjit Singh Gill Member Management will also help in compiling old memories and prepare testimonials. Col. Jaswant Singh Gill can also be contacted for this purpose.
Proposal for a Series of Webinar to be sponsored by NUEPA.	A proposal for Webinar Series sponsored by NUEPA is being prepared by Dr Manu Chadha & Dr Jagjit Singh. It will be sent shortly to NUEPA for grant of approval and financial aid. Details of the proposal were shared with IQAC team. As per the objectives & outcomes following points were discussed: Covid Pandemic will bring some everlasting changes in educational set like blended mode so efforts be made to increase attention of students both online & offline. IQAC members suggested that along with Swayam & other online courses can be explored, relevant courses sighted and referred to the students.
Add on Courses	As per the requirement of NAAC Criterion I Value Added Courses need to be introduced in the institution. The college faculty has introduced Add on Courses in the field of Fine Arts, Models of teaching. It was put forth that the faculty members are working on Value Added/Add on Courses like Communication Skills by Dr. Mini Sharma and Computer Skills

	by Mr. Gurpartap Singh. Dr Thind suggested that an ADD on Course on Research Skills should be introduced for B.Ed. students. Dr. H.S. Brar also suggested on add on course on General Knowledge. It was suggested that all Add on Courses should be advertised on College Website.
Admission Strategies	Student testimonials in the form of Videos/written feedback should be posted on College Website & circulated on social media to help advertise about college & help in tapping admissions. The student representatives of IQAC were asked to accomplish this work by making audios & videos. A special Campaign should be started on social media to highlight the activities of the college by all the staff members.
NAAC SSR preparation for NAAC Accreditation Cycle III	The coordinator informed the house that the faculty is in process of NAAC SSR preparation for IIIrd cycle of Accreditation. Timely submission of NAAC report will be ensured with all supporting documents by IQAC coordinator. Dr Thind directed that being a Mentor Institution the college should gear up efforts as the institute should serve as role model. Dr Brar suggested that all photographs should be geotagged to maintain record for IIIrd cycle
Academic & Green Audit.	It was shared with the house that informal efforts are continuously going on Academic & Green Audit. Now more organized and formal procedure will be adopted. As part of Academic Audit, Grievance Redressal Mechanism as well as Internal Examination Grievances Redressal Mechanism have been formulated and it will be put on the College website. The Internal Assessment criteria have been already put on college website as well as in prospectus. However, Efforts for Green audit, Energy Audit & Environmental Audit to be done from a formal agency. Rain water harvesting, Installing Solar

	plants are some suggestions cited for environmental conservation.
Redesigning Code of Conduct	The IQAC coordinator discussed an outline of the Code of Conduct which is being prepared. A copy of code of Conduct will be emailed to IQAC members for necessary inputs & approval.
Reconstitution of IQAC 2021	Certain modifications are being planned in IQAC committee. Prof H S Dhaliwal, Professor, Department of Horticulture PAU, Ludhiana, a Life Long President of Jatindera Greenfield School, Ghuman and Mr Gaurav, Principal, Swami Ganga Giri School, Raikot has been proposed as Nominees from Employers /Industrialists/stakeholders. Mr Amandeep Singh from Pakhowal s name was proposed as Nominee from local society. Dr Mini Sharma has been proposed as new Member Faculty.
Miscellaneous- Scholarships: Cash award for Sportspersons, Scholarship for Best sReader, Late Hardial Singh Gill Education Foundation, G D Memorial Scholarship	<p>A special Scholarship in the form of Cash Prize has been proposed in the name of Nihang Shamsher Singh, Special cash prizes for Best Athletes, Best Library reader were suggested.</p> <p>It was suggested to put the ideology of Nihang Shamsher Singh in written form in the campus.</p> <p>Scholarships in the name of Late Hardial Singh Gill Education Foundation, Late Gurdial Singh & late Dalip Kaur Memorial (GD Memorial) Scholarship were suggested. Objectives and Eligibility criteria for these are to be prepared and put before the house for approval by next month.</p>
Research Policy And constitute Ethical Research Committee	<p>The outline for Research Policy was discussed and some suggestions were given by the house, it was decided that after incorporating the suggestions, it will be shared through email to the members for approval.</p> <p>It was decided that after the policy is framed, an Ethical</p>

	Research Committee will be constituted.
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Other Suggestions:

- **Renovation of Building in phased manner**
- **Proposal of a Faculty Development Programme on Online Assessment/Evaluation in September 2021 under UGC Paramarsh Scheme.**
- **To undertake Termite Treatment of the campus.**

The meeting ended with a formal vote of thanks by IQAC coordinator and appreciated the suggestions and inputs of IQAC members in making the meeting fruitful.

Signature of Members:

- Dr. S S Thind, Secretary Managing Committee (Prof, Dept. of Food Science & Nutrition, PAU, Ludhiana) *S. S. Thind*
- Dr. H S Brar (Former Principal, GHG Khalsa College of Education, Gurusar Sadhar) *H. S. Brar*
- Mr. Jaskaranjeet Singh (Maths teacher in Govt School), Jaskaranjeet *Jaskaranjeet Singh*
- Mr. Gurbeer Singh (Maths teacher in Govt School) *Gurbeer Singh*
- S. Charanjit Singh Gill (Panchayat Member, Local Community), *Charanjit Singh Gill*
- Dr Rachhpal Singh (Assistant Professor) *Rachhpal Singh*
- Dr Jasleen Kaur (Assistant Professor) *Jasleen Kaur*
- *Gurpreet Kaur (Student Representative)*
- *Gourav Kumar (Student Representative)*

Pargat Singh Garcha
Dr Pargat Singh Garcha
Principal

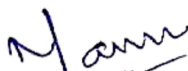
Gurpreet Kaur
Gourav Kumar
Manu Chadha
Dr Manu Chadha
IQAC Coordinator

IQAC Meeting November 2021

This is for the information of all concerned that a meeting of IQAC will be held on November 1, 2021 at 11.00 am in the college campus.

The agenda points for the meeting are as follows:

- Annual Alumni Meet
- Annual Youth and Heritage Festival of Panjab University, Chandigarh
- Talent Search
- Constitution day Celebration
- Mathematics Day Celebration
- Fee Waiver Application
- House Test
- Value Added Courses
- Celebration of Green Diwali
- Discussion Lessons


Dr Manu Chadha
IQAC Coordinator


Dr Pargat Singh Garcha
Principal

PLAN OF ACTION OF MEETING & ITS IMPLEMENTATION IN

NOVEMBER 01, 2021

The meeting was attended by Principal Dr Pargat Singh Garcha and Faculty members on November 01,2021 to discuss the following agenda:

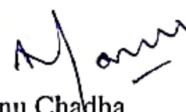
Agenda	Plan of Action	Date of Implementation
Annual Alumni Meet	College is planning to organize its Annual Alumni meet on November 13, 2021 in the college campus. The meet will be organized by Alumni Association of the college under the patron ship of Dr. Pargat Singh Garcha, Principal of the college and Dr. Rachhpal Singh, Working Secretary of the Alumni Association of the college. A poetical event will also be organised as a part of the Alumni Meet.	November 13, 2021
Annual Youth and Heritage Festival of Panjab University, Chandigarh	Dr. Pargat Singh Garcha put forth the suggestion of hosting Annual Youth and Heritage festival of Panjab University, Chandigarh in the month of December. Faculty members need to give the expenditure to be incurred during the conduct of Youth Festival for their respective items.	December 04-07, 2021
Talent Search	In order to nurture the talent among the students college will be organizing Talent Search Programme. The tentative dates for the same would be November 12-14, 2021. Literary,	November 12-14,2021

		cultural, heritage, fine-arts, theatrical and musical events will be organized for the same. Dr. Rachhpal Singh will be overall incharge for the organizing of the event.	
Constitution Celebration	day	Social vision club of the college will celebrate Constitution Day on November 26, 2021 to mark the adoption of Constitution of India. It is proposed that a cultural event will be organised for the same to make students aware of the importance of celebrating the day.	November 26, 2021
Mathematics Celebration	Day	Ramanujan Club of the college will be celebrating Mathematics Day in the month of December. Dr. Rachhpal Singh will organize the event with the help of students.	December 29, 2021
Fee Application	Waiver	Mentor incharges must give a call for fee waving application from the needy students in their respective mentor groups. The meeting for the same will be held in the month of January 2022.	
House Test		Although in January we were going for online mode of teaching but suggestions were cited to switch to Offline mode.	January 03-08, 2022
Value Added Courses		It was proposed to introduce a course of 30 hours titled Non- Verbal Communication in Teaching & Learning	January 07, 2022 onwards

Celebration of Green Diwali	Environment Club of the college will be celebrating Green Diwali. Dr. Guncet Toor will organize a Zoom Meeting for the same. Semester III students will organize cultural events in their respective internship schools related to celebration of Green Diwali.	November 2021
Final Lessons	College will organize discussion lessons through offline mode by following Covid-19 protocol and as per the directions of Punjab University, Chandigarh.	February 25, 2022

The meeting ended with a formal vote of thanks by IQAC coordinator and appreciated the suggestions and inputs of IQAC members in making the meeting fruitful.


Dr Pargat Singh Garcha
Principal


Dr Manu Chadha
IQAC Coordinator

Suggestions given by respected IQAC members, in the quarterly meeting held in the month ofth August 2021 were implemented in a phased manner as


- Renovation of building was done including the path outside the main gate.
- Seven day long workshop under PARAMARSH SCHEME was organised from Sept. 15-22, 2021 through online mode.
- Termite treatment was undertaken at the various areas of the campus.

IQAC Meeting March 2022

This is for the information of all concerned that a meeting of IQAC will be held on March 12, 2022 at 11.00 am in the college campus.

The agenda points for the meeting are as follows:

- Discussion regarding AQAR
- Skill Enhancement Programme
- Certificate Course /Value Added Course
- NAAC- Assessment and Accreditation (Third Cycle Status Report)
- Autonomous Status for the college
- Academic and Administrative Audit by IQAC
- Organization of Classes for Competitive Examinations
- Parent Teacher Meeting and Feedback Analysis
- Project in Adopted Villages
- Admission Strategies for Next Session
- Placement Drive
- Annual Prize Distribution Function
- Miscellaneous


Dr Manu Chadha

IQAC Coordinator


Dr Pargat Singh Garcha

Principal

PROCEEDINGS INTERNAL QUALITY ASSURANCE CELL

Meeting Held on March 12, 2022

A meeting of IQAC was held on March 12, 2022 at 11.00 am in the college campus. Following members were present on the occasion:

- Dr. S.S Thind, Secretary, College Governing Council (Prof, Dept. of Food Science & Nutrition, PAU, Ludhiana)
- Prof. H.S Dhaliwal, (Faculty of Agriculture, PAU, Ludhiana)
- Dr. H S Brar (Former Principal, GHG Khalsa College of Education, Gurusar Sadhar)
- Mr. Jaskaranjeet Singh (Maths teacher in Govt School),
- Mr. Gurbeer Singh (Maths teacher in Govt School)
- S. Charanjit Singh Gill (Panchayat Member, Local Community)
- Dr. Pargat Singh Garcha (Principal)
- Dr. Manu Chadha (Assoc. Professor)
- Dr. Jasleen Kaur (Assistant Professor)
- Dr. Mini Sharma (Assistant Professor)
- Dr Rachhpal Singh (Assistant Professor)

At the outset Dr. Manu Chadha, IQAC Coordinator in the college provided a brief introduction about the objectives of holding IQAC quarterly meetings. She gave an overview of the previous IQAC meeting (August, 2021 and November, 2021) along with the implementation of the various valued suggestions provided by the members of IQAC Cell in the meetings. For the current meeting following agenda were put before the member of IQAC Cell:

The agenda points for the meeting were as follows:

- Discussion regarding AQAR
- Skill Enhancement Programme
- Certificate Course /Value Added Course
- NAAC- Assessment and Accreditation (Third Cycle Status Report)
- Autonomous Status for the college

- Academic and Administrative Audit by IQAC
- Organization of Classes for Competitive Examinations
- Parent Teacher Meeting and Feedback Analysis
- Project in Adopted Villages
- Admission Strategies for Next Session
- Placement Drive
- Annual Prize Distribution Function
- Miscellaneous

Agenda wise Discussion, Resolutions and Suggestions

Agenda	Resolution
Discussion regarding AQAR (20-21)	Dr. Manu Chadha provided a brief report of the AQAR for the session 2020-21 giving a comprehensive detail of each Criterion.
Skill Enhancement Programme	College will organize a Skill Enhancement Programme to help the pupil teachers to perform well in the four-month long internship programme.
Certificate Course /Value Added Course	College shall plan to introduce certificate and Add on Courses through open courses run by Jagat Guru Nanak Dev University, Patiala. A course in English Communication Skills shall be introduced by the college. On a similar note faculty members will be motivated to introduce more value added courses in the coming months.
NAAC- Assessment and Accreditation (Third Cycle Status Report)-	Progress of SSR report was being shared by the coordinators with the help of criterion in charges, it was decided that remaining work will be completed in the coming 3-4 months.
Autonomous Status for the college	College shall be preparing the proposal for getting the autonomous status and the same will be sent to higher authorities by IQAC Cell in the month of April-May 2022.
Academic and Administrative Audit by IQAC	IQAC cell of the college will organize Academic and Administrative Audit on regular basis by obtaining and analyzing feedback.

Organization of Classes for Competitive Examinations	As per the previous tradition, College will organize the coaching classes for various competitive exams like NET/SLET, CTET and PSTET etc. for the current session students.
Parent Teacher Meeting and Feedback Analysis	Last year feedback was shared with the IQAC members along with the action taken report. It was decided that as per previous practice, Parent teacher meeting will be held on regular basis and the analysis of the feedback provided by the students as well as their parents will be done.
Project in Adopted Villages	Projects will be taken up in the adopted villages -Village Budhel and Dhaliwal (Patti), rallies and sensitization programmes will be conducted on the social and environmental issues. Lectures for Village folk and Youth will be organized to sensitize them about health and hygiene. Parents will be counseled about the benefits of education. Career counseling sessions will be held in schools and freelancing.
Admission Strategies for Next Session	Admission committee with the help of other faculty members will chalk out plans to increase admission in the B.Ed. and M.Ed. courses in the coming session. The college activities and good practices will be put on different social media platforms for wider visibility.
Placement Drive	College Placement Cell will organize placement drives in collaboration with the reputed schools of the area. A proposal shall be sent in the month of April 2022 and one workshop will be organized for students to sharpen their skills for better placement.
Annual Prize Distribution Function-.	College will be organizing its annual prize distribution function on April 09, 2022. Students with academic, cultural and sports achievements will be honored on the occasion. Teachers who have contributed in the field of research will also be given awards of appreciation.

Following suggestions were provided by the members in the meeting:

Dr. Gurbeer Singh

- Dr. Gurbeer Singh was of the view that Career counseling programmes must be organized for the students on a regular basis by the college. Such programmes could also be organized for the schools of adopted villages. Some helpline number in the form of WhatsApp could be initiated by the college to provide required information to the students related to their career.
- He suggested that college must generate awareness regarding CTET /PSTET Examination to students and in the neighboring areas.
- He further opined that college must create awareness regarding the free coaching classes for CTET/PSTET available in the college to the neighboring areas so that maximum students of the area could draw out benefits from these coaching classes.
- He provided the suggestion for creating e-learning platforms for CTET/PSTET coaching for those who cannot come for the offline classes.
- There must be more coordination with the practicing schools for using them as a medium to spread awareness regarding various courses available in the college.

Dr. Harpreet Singh (Principal, G.H.G. Khalsa College, Gurusar Sadhar)

Career counseling programmes for the faculty must be organized for updating their knowledge on the various academic and vocational courses available at the local and global level.

Prof H.S Dhaliwal

Prof. Dhaliwal raised a point that there is a dire need to sharpen the communication skills of the students in English language for their better vocational prospective and for this college can organize some short-term courses.

Mr. Santokh Singh, President Alumni Association of the College

Mr. Santokh Singh recommended that the college must create awareness among the students regarding Online Teaching Ethics.

Dr. Jaskaran Singh

- Dr. Jaskaran was of the opinion that detailed instructions must be provided to parents regarding online teaching so that they can instruct and observe their children accordingly. Such kind of awareness must also be provided to the parents of the adopted school students.
- He stressed on the need to involve students in the online teaching learning process so that they can remain active.

All IQAC members gave their consent for preparing a plan of action on different valuable suggestions provided by the members in next meeting of IQAC.

The meeting ended with a formal vote of thanks by IQAC coordinator by appreciating the suggestions and inputs given by IQAC members in making the meeting fruitful.

SIGNATURE OF MEMBERS:

- Dr. S S Thind, Secretary Managing Committee (Former Professor, Dept. of Food Science, PAU, Ludhiana)
- Dr. H S Brar (Former Principal, GHG Khalsa College of Education, Gurusar Sadhar)
- Prof. Dr. H.S. Dhaliwal (Professor, Dept. of Fruit Science, PAU, Ludhiana and Former Dean Deptt. of Education)
- Mr Santokh Singh ,Principal Govt Senior Secondary School, Dadhahur and President Alumni Association, G.H.G. Khalsa College of Education, Gurusar Sadhar)
- Mr. Jaskaranjeet Singh (Maths teacher in Govt. School and Member Alumni Association G.H.G. Khalsa College of Education, Gurusar Sadhar)
- Mr. Gurbeer Singh (Maths teacher in Govt. School and Member Alumni Association G.H.G. Khalsa College of Education Gurusar Sadhar)
- S. Charanjit Singh Gill (Panchayat Member, Local Community),
- Dr. Rachhpal Singh (Assistant Professor)
- Dr. Jasleen Kaur (Assistant Professor)
- Dr. Mini Sharma (Assistant Professor)

• Rajeev K. Chhabra
Ashutosh Singh
Shobhan Kaur
Gagandeep Kaur

Dr Pargat Singh Garcha
Principal

J Thind 12/3/22

Santokh Singh
12/3/22

Jaskaranjeet

Gurbeer Singh 12/3/22

• Praveen Bhakla
• Hirojit Singh
Gurjit Singh


Dr Manu Chadha
IQAC Coordinator

IQAC Meeting November 2022

This is for the information of all concerned that a meeting of IQAC will be held on 12 November 2022 at 9.45 am in the college campus.

Agenda for IQAC Meeting 12 November 2022

- Action Taken Report
- Workshop on OER
- Powerpoint presentation competitions
- House exam
- Workshop on Mapping of PO s n CO s in collaboration with Pharmacy college
- Field visit
- Annual alumni meet
- Value added course in Communication Skills/Soft skills-Enrolment and implementation.
- Student Exchange/Faculty Exchange programmes.
- Submission of IIQA and thereby SSR for NAAC Cycle 3 Reaccreditation.
- Miscellaneous


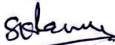










Dr Manu Chadha

IQAC Coordinator


Dr Pargat Singh Garcha

Principal

Signature of Members

- Dr. S.S Thind, Secretary, College Governing Council (Prof, Dept. of Food Science and Nutrition, PAU, Ludhiana) 
- Dr. Sarbjit Kaur Ranu (Former Associate Professor, GHG Khalsa College of Education, Gurusar Sadhar) 
- Dr. Pargat Singh Garcha (Principal) 
- Dr. Manu Chadha (Assoc. Professor) 
- Dr. Jasleen Kaur (Assistant Professor) 
- Dr. Mini Sharma (Assistant Professor) 
- Dr. Rachhpal Singh (Assistant Professor) 
- Dr. Jasvir Kaur (Assistant Professor) 
- Dr. Ramandeep Kaur Sidhu (Assistant Professor) 
- Dr. Jasbir Kaur (Assistant Professor) 
- Dr. Jagjit Singh (Assistant Professor) 
- Student Representative

Rajdeep Kaur
Jagandeep Kaur
Kiranpreet Kaur
Sumandeep Kaur
Jaskiran Kaur

PROCEEDINGS OF INTERNAL QUALITY ASSURANCE CELL MEETING

NOVEMBER 12, 2022

A meeting of IQAC was held on 12 November, 2022 at 9:30 am in the college campus.

Following members were present on the occasion:

- Dr. S.S Thind, Secretary, College Governing Council (Prof, Dept. of Food Science & Nutrition, PAU, Ludhiana)
- S. Santokh Singh Gill (Principal, Govt. Sr. Sec. School, President Alumni Association)
- Mr. Jaskaranjeet Singh (Math Teacher in Govt. School)
- Mr. Gurbeer Singh (Math Teacher in Govt. School)
- Dr Pargat Singh Garcha Principal, GHG Khalsa College of Education, Gurusar Sadhar)
- Dr Manu Chadha (IQAC Coordinator)
- Dr. Rachhpal Singh (Staff Representatives)
- Dr. Mini Sharma (Staff Representatives)
- Ms. Gagandeep Kaur (Student Representatives)
- Ms. Ramandeep Kaur (Student Representatives)

At the outset Dr. Manu Chadha, IQAC Coordinator in the college provided a brief introduction about the objectives of holding IQAC quarterly meetings. She gave an overview of the previous IQAC meeting (July 30, 2022) along with the implementation of the various valued suggestions provided by the members of IQAC Cell in the meetings. For the current meeting following agenda were put before the member of IQAC Cell:

Agenda for IQAC Meeting 12 November 2022

Agenda	Resolution
Presentation of action taken report	Dr. Manu Chadha gave an overview of the previous IQAC meeting (July 2022) along with the implementation of the various valued suggestions provided by the members of IQAC Cell in the meetings.
Annual Convocation of three colleges	As this was the pending work from the last IQAC resolutions due to administrative reasons, so now College is planning in collaboration with its sister institutes to organize annual convocation in the month

	of January/February (2023) in the Degree College Auditorium.
Organization of FDP/Workshop	College will organize a Faculty Development Programme on the theme OER/Research Ethics in collaboration with the sister institutes in the coming three months.
PowerPoint presentation competitions	An intersection PowerPoint presentation competition will be organized in the college campus. All the students will be encouraged to participate in the event. The best presentations will be acknowledged in the annual function.
House examination and Remedial/Enrichment Classes	House examination for the B.Ed. Semester I, M.Ed. Semester I & III will be held in the second week of December. Remedial/ Enrichment classes will be planned as per the performance of students in house examination.
Workshop on Mapping of POs and COs	The College will organize a workshop in collaboration with GHG College of Pharmacy so as to orient the faculty in the formation of Programme Outcomes and Course Outcomes during house examination days.
Field visit and Tour/Trip	College will organize a field visit/ Trip in the month of December for the students.
Value Added Courses in Communication Skills/Soft Skills- Enrolment and Implementation	College will organize a value-added course in communication Skills/Soft Skills. As it was decided in last IQAC also but due to ongoing admissions and Internship of students, its shifted to next three months. For the smooth conduct of the course, language lab software has already been upgraded and the students will be enrolled in the course shortly.
Roll of Honour, College Color, Merit Certificate	In order to acknowledge the achievements of students in Academic/Cultural/Sports arenas, College is planning to award them with Roll of Honour, College Colour and merit certificates at the Annual Function.
Student Exchange/Faculty Exchange programmes.	College is planning to hold student exchange/ faculty Exchange Programme with Bombay Teachers' Training College, Mumbai in the last week of December. The team of students and faculty is planning

	to visit College premises in the last week of December and will stay in the College hostel and guest room respectively. They will be interacting with the students in the college as well as visit Internship schools. Students and faculty from the College will visit the Bombay Teachers Training College as a part of Faculty Exchange Programme in the month of March.
Submission of IIQA and thereby SSR for NAAC Cycle 3 Reaccreditation.	IIQA and SSR for NAAC Cycle 3 Reaccreditation will be submitted shortly. The preparation and uploading documents and data for this purpose is in its final stage.
Strengthening of Placement Cell	As college Placement Cell has already held two placement drives in the month of September and October, It will put more efforts in coming day to strengthen the cell and achieve the objectives for which it has been formed. As suggested by S. Santokh Singh Gill (IQAC member and President Alumni Association) a well-organized workshop on resume writing will be planned. After resume writing Workshop, all students resume will be prepared under the supervision of mentor in charges by placement cell.
Green Initiative scholarship for students	To promote green practices in the college, the College is planning to give cash incentives to students commuting on bicycle. They will be provided incentive under Green Initiative Scholarship.
Development of More e-resources	College will encourage faculty members as well as students for the development of more e-resources. E-lessons (Video Lessons) will be recorded. The e-resources will be uploaded on the Learning management system as well as the Youtube Channel of the College.
Government funded Research Projects/Seminar	As with the continuous motivation of the research cell, some of the faculty members has applied for major/minor research projects to ICSSR. Proposal for Seminar grants are also sent to the authorities. Faculty will be encouraged and empowered to the next level to apply for Government funded Research Projects/ Seminar in future too for various funding agencies

MOU with MIER College Jammu (An Autonomous College)	IQAC cell is in process to finalize one MOU with MIER College Jammu (An Autonomous College) for sharing best practices in teaching, learning and Research. Consultancy services can be strengthened with the MOU. We are hopeful that by the end of this month or the next month it will be finalized.
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Suggestions put forth by the IQAC Members:

- **Dr. Dr. S.S Thind**, Secretary, College Governing Council (Prof, Dept. of Food Science & Nutrition, PAU, Ludhiana) congratulated Principal Dr. Pargat Singh Garcha, faculty as well as students for giving wonderful performance in Zonal and Interzonal Youth and Heritage Festival. Dr. Thind recommended to organize a course in soft Skills for the students of B.Ed. and M.Ed. in order to have better placement prospective.

Mr. Santokh Singh Gill:

1. Mr. Santokh Singh Gill suggested holding a well-organized Resume Writing Workshop by inviting experts from the field. He elaborated his suggestion by saying that students aspiring for getting placement must mention the link of his/her recorded lesson in the Resume.
2. Resume of the students must be well scrutinized before getting its final version.
3. College must organize activities in the form of participation in morning assembly, Powerpoint Presentation Competitions etc. in order to enhance their oral Skills. Students must be encouraged to give their presentation with no paper reading on their part.

Dr. Gurbeer Singh:

1. Dr. Gurbeer recommended uploading the lessons from school content on the College Website so as the students as well as school faculty could be benefitted from the creative techniques/ ideas used by students as well as college faculty for teaching school related content.
2. He also suggested uploading teaching learning material aid related ideas for the school students on the College website.

Dr. Pargat Singh Garcha

Dr. Pargat Singh Garcha proposed to send one proposal to SCERT for organizing refresher Course/ Workshop for the school faculty as well as students in inline or offline mode for updating them regarding new development in education sector in light of NEP 2020. The proposal for the same will be sent to SCERT in the coming days by IQAC Cell.

Dr. Jaskaranjeet Singh

1. Dr. Jaskaranjeet Singh recommended that College must record best lessons of students as well as faculty for the school related content and the same must be uploaded on the college website so that the school students as well as teachers could draw benefit from it.
2. Dr. Jaskaranjeet Singh further suggested that college faculty could act as resource persons in school functions/activities so that a link could be established for mutual benefit of students in school as well as teacher education colleges.
3. He advised that students must be given incentives for writing best resumes.

Signature of Members

- Dr. S.S Thind, Secretary, College Governing Council (Prof, Dept. of Food Science and Nutrition, PAU, Ludhiana) *S.S Thind*
- Dr. Sarbjit Kaur Ranu (Former Associate Professor, GHG Khalsa College of Education, Gurusar Sadhar) *Sarbjit Kaur*
- Dr. Pargat Singh Garcha (Principal) *Pargat Singh*
- Dr. Manu Chadha (Assoc. Professor) *Manu Chadha*
- Dr. Jasleen Kaur (Assistant Professor) *Jasleen Kaur*
- Dr. Mini Sharma (Assistant Professor) *Mini Sharma*
- Dr. Rachhpal Singh (Assistant Professor) *Rachhpal Singh*
- Dr. Jasvir Kaur (Assistant Professor) *Jasvir Kaur*
- Dr. Ramandeep Kaur Sidhu (Assistant Professor) *Ramandeep Kaur Sidhu*
- Dr. Jasbir Kaur (Assistant Professor) *Jasbir Kaur*
- Dr. Jagjit Singh (Assistant Professor) *Jagjit Singh*
- Student Representative

Rajdeep Kaur
Jagandeep Kaur
Kiranpreet Kaur
Sumandeep Kaur
Jaskiran Kaur