

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

**AGENDA**  
**of**  
**IQAC MEETING 16<sup>th</sup> July, 2021**

**Agenda Point-1 Curriculum Aspects**

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

**Agenda Point-II Teaching Learning & Evaluation**

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

**Agenda Point-III Research & Outreach Activities**

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

**Agenda Point-IV Infrastructure & Learning Resources**

10. To purchase books in the Library as per the new requirements.
11. To install roof top of Solar Panels.

**Agenda Point-V Student Support & Progression**

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

**Agenda Point-VI Governance, Leadership and Management**

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

**Agenda Point-VII Institutional value and Best Practices**

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



**IQAC Coordinator**



**Principal,  
IOAC Chairperson**

**●. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ld.)**

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

**Resolution of 16<sup>th</sup> July, 2021**

**Minutes of the online meeting of Internal Quality Assurance Cell**  
**(IQAC) held on 16.07.2021 at 10.00 AM**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparkash 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 :**

#### **Criterion1: 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.



- (vii) The institution can organize offline/online workshop for Mentee Institution under PARAMARSH Schemes.
- (viii) The Institution should take advantage to organize Annual Seminar and other Competitions on 'Save Mother Earth' for creating Environmental Awareness.
- (ix) 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:**

- (x) Institution should add new books in the library according to the budget.
- (xi) 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:**

- (xii) Institution must organize workshop for Internees in collaboration with Alumni.
- (xiii) To sensitize students with the contributions of the founders in the field of education institutions must organize Founder's day.
- (xiv) Institution must organize Inter College and Inter School competitions on the theme 'Save Mother Earth'
- (xv) 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:**

- (xvi) The institutions must organize workshop for Non teaching staff (Administrative staff).
- (xvii) 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.

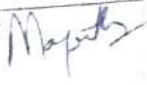

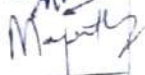


(xix) Institutions must prepare and upload for session 2021-2022 within the stipulated period.

  
IQAC Coordinator


  
Principal  
IQAC Chairperson  
G. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Dist. Jhansi)

## Duties to accomplish Program of Action of IQAC Meeting 16<sup>th</sup> July, 2024.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criteria 1:</b> To organize Student Induction Programme.	IQAC Coordinator <i>Kras</i>
2.	Organizing Workshop for students on functioning of various School Boards.	Dr. Gurwinder Singh <i>Ahmed</i>
3.	Planning for New Admissions	All staff Members <i>Ahmed</i>
4	<b>Criteria 2:</b> Planning and Execution of Discussion Lessons, House test, Panjab University Final Lesson in Skill in Teaching Lessons and Final practicals.	Internship Committee & Examination Committee <i>Kras</i>
5	To organize workshop for Internees' Engagements during Internship.	Dr. Gurwinder Singh <i>Ahmed</i>
6	<b>Criteria 3:</b> Planning by Research Centre for Presentations of Ph.D Course work students.	Dr. Kiran Duggal Dr. Manjeet Kaur <i>Kras</i> <i>Manjeet</i>
7	Organizing Workshop for Mentee Institutions.	Dr. Ajay Kumar <i>Ahmed</i>
8	To organize Annual Seminar on 'Save Mother's Earth' for creating Environmental Awareness	Dr. Ajay Kumar <i>Ahmed</i>
9	Faculty Exchange Programme (Disabled schools) (MOU) with special school.	Dr. Sarabjeet Kaur <i>Sany</i> Dr. Geeta Kundi <i>Ahmed</i>
10	<b>Criteria 4:</b> To purchase books in the Library as per the new requirements.	Mrs. Pushpinder Kaur <i>Ahmed</i> Mrs. Sarabjeet Kaur <i>Sany</i>
11	To install rooftop of Solar Panels of 50 KW.	Dr. Jagminder Kaur <i>Ahmed</i> Dr. Ajay Kumar <i>Ahmed</i>
12	<b>Criteria 5:</b> To organize workshop for Internees in collaboration with Alumni.	Dr. Manjeet Kaur <i>Manjeet</i> Dr. Jagminder Kaur <i>Ahmed</i>
13	To celebrate Founders' Day.	All staff members <i>Ahmed</i>
14	To organize Inter College and Inter School competitions on the theme 'Save Mother Earth'	Dr. Ajay Kumar <i>Ahmed</i>
15	To prepare students for Panjab University Zonal and Inter Zonal Youth and Heritage Festival.	Dramatic Society, Literary Society & Fine Arts Society <i>Ahmed</i> <i>Manjeet</i> <i>Kras</i>

16	<b>Criteria 6:</b> To organize workshop for Non-Teaching staff.	Dr. Manjeet Kaur 
17	To organize Farewell Party and Retirement benefits for Dr. Seema Chopra (Associate Professor) & Tej Bahadur (Gardener)	Mrs. Pushpinder Kaur  Dr. Manjeet Kaur 
18	<b>Criteria 7:</b> Planning visits in Mentee Institutions.	IQAC Coordinator 
19	To prepare and upload AQAR for 2020-21	Dr. Jaspreet Kaur 

  
IQAC Coordinator

  
Principal  
Principal  
IQAC Chairperson  
G. H. G. Harbhadr College  
of Education for Women  
SIDHWAN KHURD (Ldb.)



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

**ACTION TAKEN REPORT**  
**of**  
**Internal Quality Assurance Cell (IQAC) meeting held on**  
**16.07.2021**

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

The meeting began at 10:30AM. 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 organize Student Induction Programme.
2. Organizing Workshop for students on functioning of various School Boards.
3. Planning for New Admissions.

#### **Action Taken:**

- A Student Induction Program for new entrants was conducted from 15<sup>th</sup> to 23<sup>rd</sup> Nov, 2021.
- A Two Days online Workshop on 'Functioning, Norms and Standards. Assessment and Evaluation System of PSEB and CBSE Boards' was organized on 29<sup>th</sup> & 30<sup>th</sup> Sept, 2021.
- The online Registration process for B.Ed Sem-I admissions was started from 10<sup>th</sup> Sept, 2021

### **Criterion 2: Teaching Learning & Evaluation**

#### **Agenda Point:**

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

#### **Action Taken:**

- The Discussion Lessons of B.Ed Sem-IV were conducted from 12<sup>th</sup>-13<sup>th</sup> Aug, 2021
- The House Test for B.Ed Sem-I&III were conducted from 17<sup>th</sup>-27<sup>th</sup> Jan, 2022.
- House tests for M.Ed Sem-I&III were conducted from 20<sup>th</sup>-25<sup>th</sup> Jan, 2022
- House Examinations for PGDGC were conducted from 22<sup>nd</sup>-25<sup>th</sup> Jan, 2022
- Panjab University final Skill in Teaching Examination of B.Ed Sem-IV was conducted from 17<sup>th</sup> Aug, 2021
- The Final practical Examination of B.Ed Sem-II was held from 1<sup>st</sup>, 2<sup>nd</sup> & 6<sup>th</sup> Sept, 2021.
- 2Days Workshop was organized on the theme 'Interness's Engagements during Internship' from 29<sup>th</sup>-30<sup>th</sup> Dec, 2021.

### **Criterion 3: Research & Outreach Activities**

#### **Agenda Point:**

6. Planning by Research Centre for Presentations of Ph.D Course work students.
7. Organizing Workshop for Mentee Institutions.
8. To organize Annual Seminar on 'Save Mother earth' for creating Environmental awareness.
9. Faculty Exchange Programme (Disabled schools) (MOU) with special school.

### **Action Taken:**

- The Presentation Sessions of Ph.D Course Work were conducted from 16th-25th Aug, 2021.
- The College faculty member Dr. Ajay Kumar acted as Resource Person in a workshop on 'Development of E-content' at SKR College of Physical Education, Kharar on 29th Sept, 2021.
- Sidhwan Institutions organized an Annual Seminar on 'Save Mother Earth' on 30th Oct, 2021.
- MoU was signed with Deaf and Dumb School, Kitchlu Nagar, Ludhiana on 10<sup>th</sup> Nov, 2021.

### **Criterion-IV Infrastructure & Learning Resources**

#### **Agenda Point:**

10. To purchase books in the Library as per the new requirements.
11. To install roof top of Solar Panels.

#### **Action Taken:**

- New Books were purchased on 29<sup>th</sup> Nov, 2021.
- Installation of the roof top of the Solar Panel is in process.

### **Criterion-V Student Support & Progression**

#### **Agenda Point:**

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

#### **Action Taken:**

- College organize workshop for Internees in collaboration with Alumni on 29<sup>th</sup> Dec, 2021 in which our Alumnus Mrs. Amarjit Kaur delivered a lecture on the theme Assessment Tools used in schools and Mrs Onika delivered a lecture on the theme Administrative Task in schools and Ms. Zannat delivered a lecture on the theme Record keeping in schools.
- The Sidhwan Institutions observed Founders' Day on 21<sup>st</sup> Oct, 2021.
- Sidhwan Institutions organized Inter College and Inter School competitions on the theme 'Save Mother Earth' on 30th Oct, 2021.
- The College students participated in Panjab University Zonal Youth and Heritage Festival held at GHG Khalsa College of Edu., Gurusar Sadhar from 4th-7th Dec, 2021.
- College participated in Panjab University Inter Zonal Youth and Heritage Festival held at AS College, Khanna from 14th- 18th Dec, 2021.

### **Criterion-VI Governance, Leadership and Management**

#### **Agenda Point:**

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

**Action Taken:**


- A Workshop for non-teaching staff was conducted on 25<sup>th</sup> Nov, 2021 . Mr. Harish acted as Resource Person during the Workshop.
- A farewell party of Dr. Seema Chopra, Assoc. Prof. was organized on 30th Sept, 2021 and farewell party of Tej Bahadur(Gardner) was organised on 31<sup>st</sup> Oct, 2021.


**Criterion-VII Institutional Values and Best Practices****Agenda Point:**

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

**Action Taken:**

- The College Visited SKR College of Physical Education, Bhago Majra, Kharar under UGC PARAMARSH Scheme on 13th-14th Aug, 2021.
- The College visited Nankana Sahib College of Education, Kot Gangu Rai to review first draft of NAAC-SSR on 16th Aug, 2021.
- The College visited DAN College, Nawanshahr under UGC PARAMARSH Scheme on 24th Aug, 2021
- The College Principal and Staff members visited GHG Institute of Law for a mock drill of NAAC Peer Team visit on 31st Aug, 2021.
- The Staff members from SKR College of Physical Education, Kharar visited our College for NAAC-SSR on 31st Aug, 2021
- The faculty members visited Bajaj College, Chaukiman for reviewing NAAC-SSR on 3rd Sept, 2021
- Dr. Jaspreet Kaur uploaded AQAR for 2020-21 in the month of January, 2021.

  
IQAC Coordinator

  
Principal  
Principal  
IQAC Chairperson  
G. H. G. Harparkesh College  
of Education for Women  
SIDHWAN KHURD (Ldb.)



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

**AGENDA**  
**of**  
**IQAC MEETING 4<sup>th</sup> Feb, 2022**

The sequence of events will be as follow:-

Briefing of Action Taken Report of previous IQAC meeting.

**AGENDA**

**Criterion-I Curriculum Aspects**

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

**Criterion-II Teaching Learning & Evaluation**

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

**Criterion-III Research & Outreach Activities**

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.

**Criterion-IV Infrastructure & Learning Resources**

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

### **Criterion-V Student Support & Progression**

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

### **Criterion-VI Governance, Leadership and Management**


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

### **Criterion-VII Institutional Values and Best Practices**

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



**IQAC Coordinator**



Principal  
IQAC Chairperson  
D. H. G. H. KHURD (Ld.)  
D. H. G. H. KHURD (Ld.)

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

**Resolution of 4<sup>th</sup> 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

**Faculty Members Present**

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**

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. 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 :

### 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.

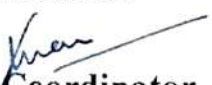
### **Criterion-VII Institutional Values and Best Practices**

#### **Agenda Point:**

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

#### **IQAC Resolved:**




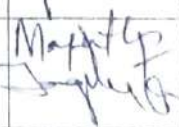

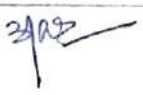

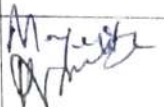


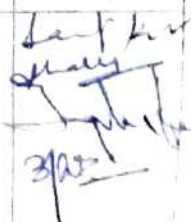
- The institution must sign MoU's with E-Waste vendors/agencies
- The institution must upload information on AISHE portal of Ministry of Education.



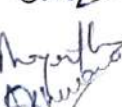
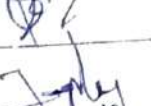
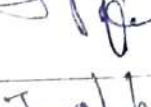

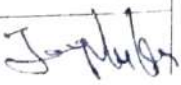

  
IQAC Coordinator

  
Principal  
Principal  
IOAC Chairperson  
S. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldb.)


# Duties to accomplish Program of Action of IQAC Meeting

4<sup>th</sup> Feb, 2022.

Sr. No.	Agenda/ Resolve	Teacher Incharge	Signature
1	<b>Criteria 1:</b> • Self Study Course	Mrs. Manpreet Kaur	
2	Teacher Induction Program	Dr. Kiran Duggal	
3	<b>Criteria 2:</b> • Use of Innovative Practices in Teaching	Dr. Manjeet Kaur Dr. Shally Dr. Gurwinder Singh Dr. Ajay Kumar	
4	To organize Alumni Meet	Dr. Manjeet Kaur Dr. Jagminder Kaur	
5	<b>Criteria 3:</b> • MoU with schools, college, universities for Faculty Exchange. • MoU with cultural organization and community.	Dr. Kiran Duggal Dr. Shally Dr. Gurwinder Singh Dr. Jagminder Kaur	
6	NGOs for collaborative work (ਹਰਾ ਪੰਜਾਬ, ਜਗਰਾਓ) (ਸੱਭਿਆਚਾਰ ਮੰਚ, ਲੁਧਿਆਣਾ)	Dr. Ajay Kumar	
7	Webinar/ Internal Seminar for Research	Dr. Kiran Duggal Dr. Sarvjeet Kaur	
8	Community Outreach Activities with collaboration	Dr. Manjeet Kaur Dr. Gurwinder Singh	
9	<b>Criteria 4:</b> • To add ICT facilities and maintenance of records of students and teachers who are benefitted with these facilities.	Dr. Jaspreet Kaur	
10	Addition of new books and journals in library.	Mrs. Pushpinder Kaur	
11	<b>Criteria 5:</b> • Skill Enhancement Initiatives	Dr. Sarvjeet Kaur Dr. Shally Dr. Jagminder Kaur Dr. Ajay Kumar	

12	Workshop for developing employability skills in students.	Dr. Ajay Kumar	
13	<b>Criteria 6:</b> <ul style="list-style-type: none"> <li>To organize In-House Workshop/Training Program for faculty and non-teaching staff.</li> </ul>	Dr. Gurwinder Singh Dr. Geeta Kundi Non-Tg: Dr. Manjeet Kaur Ms. Stephy Khurana	   
14	<b>Criteria 7:</b> <ul style="list-style-type: none"> <li>To plan for e-waste Management</li> </ul>	Dr. Jagminder Kaur	
15	MoUs with e-waste Management vendors/ agencies	Dr. Jagminder Kaur	
16	To upload information on AISHE Portal of Ministry of Education	Dr. Jaspreet Kaur	

  
**IQAC Coordinator**

  
**Principal**  
**Principal**  
**IQAC Chairperson**  
**G. H. G. Handa College**  
**of Education for Women**  
**SIDHWAN KHURD (Ldh.)**



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

**ACTION TAKEN REPORT**

of

**Internal Quality Assurance Cell (IQAC) meeting held on  
04.02.2022**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparkash 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

**Technical Staff:**

Mr. Narinder Singh

Mrs. Harmeet Kaur

**External Expert**

Mr. S.K. Bawa

Mrs. Mohinder Kaur Grewal

Prof. Mohammad Rafi

**Community Representatives**

Prof. Karanjit Singh

Dr. Purshotam Singh

**Employers**

Mrs. Ravinder Kaur

Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

## **Students Representatives**

Ms. Inderpreet(M.Ed-II)

Ms. Ritu(M.Ed-I)

Harsimran (B.Ed-II)

Kritika (B.Ed-I)

Ashima(PG Diploma in guidance & couns.)

The meeting began at 10:30AM. 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 facilities for Self Study Courses.
2. To organize Induction Program for teachers.

#### **Action Taken:**

- Self Study Courses were accomplished by 36 students till the Month of May- 2022.
- The college conducted Teacher Induction programme for the newly appointed teaching staff from 4<sup>th</sup> Feb-12<sup>th</sup> Feb, 2022.

### **Criterion 2: Teaching Learning & Evaluation**

#### **Agenda Point:**

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

#### **Action Taken:**

- Teachers used Innovative methods like flipped, dialogue and collaborative methods were used.
- Alumni Meet was organized though offline mode on 12<sup>th</sup> March, 2022.

### **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.

#### **Action Taken:**

- MoU with two schools out of which one is special school and three colleges were done.

- Tree Plantation Drive was organized in collaboration with NGO 'The Green Punjab Mission Team' on 26<sup>th</sup> April, 2022.
- Two Days National Webinar on construction & standardization of Research Tool was organized on 22<sup>nd</sup>-23<sup>rd</sup> Feb, 2022.
- College under Community Outreach Activity visited Bal Ghar, Talwandi Khurd on 7<sup>th</sup> April, 2022.
- Free Eye Checkup Camp was organized in collaboration with Civil Hospital, Jagraon on 23<sup>rd</sup> April, 2022.
- College conducted Basic Computer Course and Painting Course for boys & girls for Community free of cost from 25<sup>th</sup> April to 24<sup>th</sup> May, 2022.
- College organized charity program for people of poor and slum areas in Jagraon on 13<sup>th</sup> April, 2022.
- Book Exhibition was organized by Library Committee of the College on 3<sup>0th</sup> March, 2022 in in Bhasha Vibhag, Ludhiana, USG Publishers and Gurmat Pustak Centre, Ludhiana.
- One Day State Level Seminar on 'Women Health Care' was organized as Community Outreach Program on 8<sup>th</sup> March, 2022

#### **Criterion-IV Infrastructure & Learning Resources**

##### **Agenda Point:**

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

##### **Action Taken:**

- Hardwares were added and softwares were re-installed.
- 124 books for the Session 2021-22 were purchased besides annual journals, magazines and newspapers.

#### **Criterion-V Student Support & Progression**

##### **Agenda Point:**

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

##### **Action Taken:**

- Workshop on Self Management skills was organized for students on 29<sup>th</sup> March, 2022.
- Two Days Workshop on Communication Skills was organized on 1<sup>st</sup> & 2<sup>nd</sup> April, 2022.
- Workshop on E-Content Development: Tools & Techniques was organized on 27<sup>th</sup> -30<sup>th</sup> April, 2022.
- SWOT Analysis Workshop was organized on 4<sup>th</sup> April, 2022.
- 3Days Workshop on the theme on 'Employability Skills was organized for students from 4<sup>th</sup> to 6<sup>th</sup> April, 2022.





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

**AGENDA  
of  
Internal Quality Assurance Cell (IQAC) meeting  
to be held on 17<sup>th</sup> June, 2022**

The agenda points of the meeting are as follows:-

**AGENDA POINTS:-**

**Criterion-I Curriculum Aspects**

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

**Criterion-II Teaching Learning & Evaluation**

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.

**Criterion-III Research & Outreach Activities**

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

**Criterion-IV Infrastructure & Learning Resources**

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

**Criterion-V Student Support & Progression**

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.



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

**Resolution of 17<sup>th</sup> 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:**


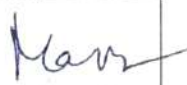
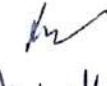
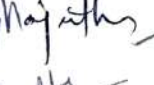

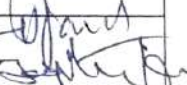

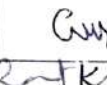
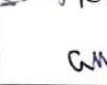
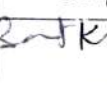
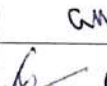
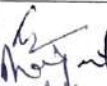
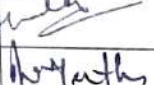
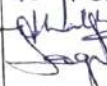
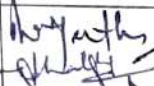


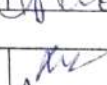
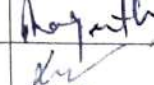
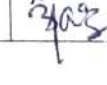
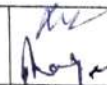
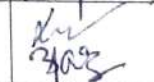
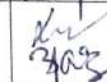

- MoUs should be signed with E-waste Management organization to plan E-waste Management.
- Extension Lecture should be organized in the College to prepare for the Internal Green Audit.

  
IQAC Coordinator

  
Principal  
G. H. G. Harparkash College  
of Education for Women  
IQAC Chairperson  
BIDHWAN KHURD (Ldb.)

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN,  
SIDHWAN KHURD (LUDHIANA)**

**Duties to accomplish Program of Action of IQAC Meeting  
17<sup>th</sup> June, 2022.**

Sr. No.	Agenda/ Resolve	Teacher Incharge	Signature
<b>Criteria 1:</b>			
1	<ul style="list-style-type: none"> <li>To update College website.</li> </ul>	Dr. Ajay Pathania	
2	<ul style="list-style-type: none"> <li>To get feedback from:</li> <li>students,</li> <li>teachers,</li> <li>alumnus</li> <li>practice teaching schools.</li> </ul>	Mrs. Manpreet Kaur Dr. Kiran Duggal Dr. Manjeet Kaur Dr. Shally	   
<b>Criteria 2:</b>			
3	<ul style="list-style-type: none"> <li>To organize Seven Days Pre-internship Workshop</li> <li>and Demonstration Lessons.</li> </ul>	Dr. Gurwinder Singh Dr. Jagminder Kaur Dr. Shally Dr. Geeta Kundi	   
4	<ul style="list-style-type: none"> <li>To conduct Entry Level Testing for students.</li> </ul>	Dr. Sarvjeet Kaur Dr. Geeta Kundi	 
5	<ul style="list-style-type: none"> <li>To prepare College Calendar under the broader view of Panjab University Academic Calendar.</li> </ul>	Dr. Kiran Duggal Dr. Manjeet Kaur Dr. Shally	  
6	<ul style="list-style-type: none"> <li>To Plan Internal Assessment</li> <li>and External Examinations.</li> </ul>	Dr. Manjeet Kaur Dr. Shally Dr. Jagminder Kaur Dr. Kiran Duggal Dr. Sarvjeet Kaur Dr. Gurwinder Singh	     
<b>Criteria 3:</b>			
7	<ul style="list-style-type: none"> <li>To organize Seminar and Symposium on Research Methodology/ Academic Writing.</li> </ul>	Dr. Kiran Duggal Dr. Manjeet Kaur	 
8	<ul style="list-style-type: none"> <li>To organize Community Outreach Activities.</li> </ul>	Dr. Kiran Duggal Dr. Ajay Pathania	 

9	<ul style="list-style-type: none"> <li>To sign more MoUs with Institutions.</li> </ul>	Dr. Kiran Duggal Dr. Sarvjeet Kaur Dr. Shally Dr. Gurwinder Singh Dr. Ajay Pathania	<i>[Handwritten signatures]</i>
<b>Criteria 4:</b>			
10	<ul style="list-style-type: none"> <li>Renovation of Library</li> </ul>	Mrs. Pushpinder Kaur	<i>[Handwritten signature]</i>
11	<ul style="list-style-type: none"> <li>To encourage teaching faculty for e-content Development.</li> </ul>	Dr. Shally Dr. Gurwinder Singh	<i>[Handwritten signatures]</i>
12	<ul style="list-style-type: none"> <li>To purchase portable sound system</li> </ul>	Dr. Gurwinder Singh	<i>[Handwritten signature]</i>
<b>Criteria 5:</b>			
13	<ul style="list-style-type: none"> <li>To organize Extension lectures for students.</li> </ul>	Dr. Gurwinder Singh Dr. Jagminder Kaur Dr. Ajay Pathania	<i>[Handwritten signatures]</i>
14	<ul style="list-style-type: none"> <li>To organize tours or educational movie shows for students.</li> </ul>	Mrs. Pushpinder Kaur Dr. Shally Dr. Ajay Pathania	<i>[Handwritten signatures]</i>
15	<ul style="list-style-type: none"> <li>To update LMS with study materials for students.</li> </ul>	Dr. Gurwinder Singh	<i>[Handwritten signature]</i>
16	<ul style="list-style-type: none"> <li>To provide Helpdesk facilitating guidance for admission to B.Ed, M.Ed and PG Diploma in Guidance &amp; Counseling students.</li> </ul>	Mrs. Manpreet Kaur	<i>[Handwritten signature]</i>
<b>Criteria 6:</b>			
17	<ul style="list-style-type: none"> <li>To conduct Academic Audit</li> </ul>	Dr. Kiran Duggal Dr. Geeta Kundi	<i>[Handwritten signature]</i>
18	<ul style="list-style-type: none"> <li>To conduct Administrative Audit</li> </ul>	Dr. Manjeet Kaur Mrs. Gurpreet Kaur	<i>[Handwritten signatures]</i>
<b>Criteria 7:</b>			
19	<ul style="list-style-type: none"> <li>To plan for e-waste Management through MoU</li> </ul>	Dr. Jagminder Kaur	<i>[Handwritten signature]</i>
20	<ul style="list-style-type: none"> <li>To conduct Internal Green Audit</li> </ul>	Dr. Ajay Pathania	<i>[Handwritten signature]</i>

*[Handwritten signature]*  
IQAC Coordinator

*[Handwritten signature]*  
Principal  
Principal  
IQAC Chairperson  
O. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Dist. ...)



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

**ACTION TAKEN REPORT**  
**of**  
**Internal Quality Assurance Cell (IQAC) meeting held on**  
**17.06.2022**

**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

**Technical Staff:**

Mr. Narinder Singh

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. Inderpreet(M.Ed-II)

Ms. Ritu(M.Ed-I)

Harsimran (B.Ed-II)

Kritika (B.Ed-I)

Ashima(PG Diploma in guidance & couns.)

The meeting began at 10:30AM. 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 I: Curricular Aspect:**

#### **Agenda Point:**

1. To Update College Website.
2. To get feedback from: Students, Teachers, Alumnus & practice teaching schools.

#### **Action Taken:**

- College website was updated as per requirement.
- Feedback from Teachers, Students, Alumnus and, Mentors and Principals of practice teaching schools were received and analyzed.

### **Criterion II: 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. To Plan Internal assessment and External Examination..

#### **Action Taken:**

- Seven days Pre-internship workshop was organized in the month of August 2022.
- Demonstration lessons followed by simulated teaching practice were conducted.
- Entry level testing for students was conducted by guidance and counseling cell of college.
- College academic calendar for session 2022-23 is prepared in line with Panjab university academic calendar (session 2022-23)
- Internal Assessment from all the teachers for all classes was taken according to Panjab university norms and pattern and uploaded on university portal.
- Offline examinations were conducted smoothly in the month of July -2022.

## **Criterion-III Research & Outreach Activities**

### **Agenda Point:**

7. To organize Seminar and symposium on Research Methodology/ Academic writing.
8. To organize Community Outreach Activities
9. To sign more MoUs with Institutions

### **Action Taken:**

- Extension lecture on Research Methodology was delivered by Dr. Jublie Padmanabhan, Assistant Professor, Central University of Bathinda (Punjab) on 19<sup>th</sup> November 2022.
- Under community Outreach Activities eatables, used clothes, stationary items donated by students and staff of the colleges were distributed among the needy persons residing in slum area near jagraon on 26<sup>th</sup> Nov., 2022.
- MoUs with institution and organization is a regular feature of college. College signed MoUs with CBSE Schools, Colleges and Social organizations.

## **Criterion-IV Infrastructure & Learning Resources**

### **Agenda Point:**

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

### **Action Taken:**

- Cupboards of library were renovated and new cupboards were made and placed in text book section.
- Wi-Fi facility and Recording room facility were provided to faculty for development of e-content. IT club of college provided hands on experiences for recording, creation and editing of e-content to faculty.
- Portable sound system was purchased. This sound system is used for organizing curricular and co-curricular activities in college campus, for organizing awareness rallies in surrounding villages and sports activities in sport stadium.

## **Criterion-V Student Support & Progression**

### **Agenda Point:**

13. To organize extension lectures for students
14. To organize tour or educational movies shows for students
15. To Updated LMS with study material for students
16. To provide Helpdesk facilitating guidance for admission to B.Ed,M.Ed and PG Diploma in Guidance and Counseling.

### **Action Taken:**

- Webinar and extension lectures on Life and Philosophy of Guru Hargobind Singh ji, Life and Philosophy of Saheed Bhagat Singh ,Message of Guru

Nanak Dev ji to Humanity, Secure Digital Banking and Manukhta De varis-Guru Teg Bahadur ji were organized for students.

- Motivational educational movie "Uchai" was shown to students on 24<sup>th</sup> Nov.,2022.
- Study material for students of session 2021-22 was uploaded by concerned teachers. Teachers are regularly uploading extra study material for students of present session (2022-23) on college LMS
- Help desk for admission in B.Ed, M.Ed and PG Diploma in Guidance and Counseling for students was established in college. Teachers helped student to apply online for B.Ed . Free online coaching for Entrance test was given to students by faculty of college.

### **Criterion-VI Governance, Leadership and Management**

#### **Agenda Point:**

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

#### **Action Taken:**

- Academic Audit is under process.
- Administrative audit was conducted.

### **Criterion-VII Institutional Values and Best Practices**

#### **Agenda Point:**

1. To plan for e-waste Management through MoU
2. To conduct Internal Green Audit

#### **Action Taken:**

- MoU for e-waste management is under process.
- Internal Green Audit is under process.

  
IQAC Coordinator

  
Principal  
IQAC Chairperson  
Principal  
of Education  
SIHWAJ KHURD (Ldt.)