

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

**AGENDA**  
**of**  
**IQAC MEETING 9<sup>th</sup> September, 2023**

The sequence of events will be as follow:-  
Briefing of Action Report of previous IQAC meeting.

**AGENDA:**

**Criterion-I Curriculum Aspects**

1. Planning for more Value Added Courses.

**Criterion-II Teaching Learning & Evaluation**

2. Student Induction Programme and Entry Level Testing for students

**Criterion-III Research & Outreach Activities**

3. Creation of Eco-system for new initiatives.
4. Organizing book exhibition inviting community as Outreach Activity.


**Criterion -V Student Support & Progression**

5. To make additions in students' council in new session.
6. Participation in Youth Festival
7. Celebration of Founders' Day
8. Organizing Talent Hunt Competitions
9. To organize Alumni Meet

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

10. To organize FDP for teaching faculty.

  
IQAC Coordinator

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

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**  
**SidhwanKhurd (Ludhiana)**

**Resolution of 9<sup>th</sup> September, 2023**

**Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on**  
**9<sup>th</sup> September, 2023 at 11.00 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

**Faculty Members Present**

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Geeta Kundi

Mrs. Manpreet Kaur

**Technical Staff:**

Mrs. Harmeet Kaur

**External Expert**

Dr. Mahinder Kaur Grewal

**Alumni Representatives**

Ms. Ashima

Ms. Harpreet Kaur

**Students Representatives**

Ms. Rupinder Kaur

Ms. Shweta

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the dignitaries. Dr. Kiran Duggal, IQAC Coordinator presented Action taken Report of previous meeting.

**AGENDA :**

**Criterion-I Curriculum Aspects**

1. Planning for more Value Added Courses.

**IQAC Resolved:**

- Although College is offering a good no. of Value added courses, yet it was resolved that more Value added courses should be offered to students.

**AGENDA:**

**Criterion-II Teaching Learning & Evaluation**

2. Student Induction Programme and Entry Level Testing of students

**IQAC Resolved:**

- A test should be administered to new students during Student Induction Programme to identify their learning needs, so that later on different value added courses, workshops and activities can be organized to cater to their needs.

**AGENDA:**

**Criterion-III Research & Outreach Activities**

3. Creation of Eco-system for new initiatives.
4. Organizing book exhibition involving community as Outreach Activity.

**IQAC Resolved:**

- It was resolved in the meeting that an Ecosystem to be established for Innovation and try out of new methods of teaching.
- Members suggested that Library committee should organize Book Exhibition inviting Community to the college.

## **AGENDA:**

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

5. To additions in students' council.
6. To participation in Youth Festival
7. To celebration of Founders' Day
8. To organize Talent Hunt Competitions
9. To organize Alumni Meet

### **IQAC Resolved:**

- As the new students are entering the college, the Student council also needs additions of students.
- Teachers and students must make rigorous preparations for Youth festival
- Founders' Day will be celebrated in the campus. It was resolved that some Minister should be invited as Chief Guest of the function.
- Societies like Dramatics, Literary, Fine Arts and Sports will arrange their Talent Hunt competition for students.
- It was resolved that Alumni Meet will be organized in next 2-3 months.

## **AGENDA:**

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

10. To organize FDP for teaching faculty.

### **IQAC Resolved:**

- It was decided that the college should arrange some FDP on Research to further enhance the culture of Research.



**IQAC Coordinator**


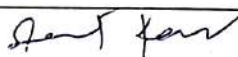



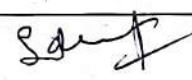

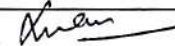





**Principal**


**IQAC Chairperson**  
**Principal**

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

**Duties to accomplish Program of Action of IQAC Meeting  
dt. 9<sup>th</sup> September, 2023**

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	Planning for more Value Added Courses.	Dr. Ajay Kumar 
2	<b>Criteria 2:</b> Student Induction Programme and Entry Level Testing of new students.	Dr. Sarvjeet Kaur 
3	<b>Criteria 3:</b> Creation of Ecosystem for new initiatives.	Dr. Kiran Duggal 
4	Organizing book exhibition involving community as Outreach Activity.	Mrs. Pushpinder Kaur 
5	<b>Criteria 5:</b> Additions in Student Council	Dr. Sarvjeet Kaur 
6	Participation in Youth Festival	Dr. Sarvjeet Kaur 
7	Celebration of Founders' Day	Dr. Amandeep Kaur 
8	To organize Talent Hunt Competitions	Dr. Kiran Duggal  Mrs. Pushpinder Kaur 
9	To organize Alumni Meet	Dr. Sarvjeet Kaur 
10	<b>Criterion 6:</b> To organize FDP for teaching faculty.	Dr. Kiran Duggal 

  
IQAC Coordinator

  
Principal  
IQAC Chairperson  
G.H.G. Harparkash 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 09.09.2023**

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

**Criterion-I Curriculum Aspects**

**Agenda Point:**

1. Planning for more Value Added Courses.

**Action Taken:**

- More courses are designed and will be offered to students during this session.

**Criterion-II Teaching Learning & Evaluation**

**Agenda Point:**

2. Student Induction Programme and Entry Level Testing

**Action Taken:**

- Student Induction Programme was conducted at the start of session and Entry Level Testing of new entrants was conducted on 12.09.2023.

**Criterion-III Research & Outreach Activities**

**Agenda Point:**

3. Creation of Ecosystem for new initiatives.
4. Organizing book exhibition involving community as Outreach Activity.

**Action Taken:**

- An Ecosystem to encourage new initiatives and innovation was established in the month of September.
- Book exhibition was organized on 23.11.2023

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

### **Agenda Point:**

5. To additions in students' council.
6. To participation in Youth Festival
7. To celebration of Founders' Day
8. To organize Talent Hunt Competitions
9. To organize Alumni Meet

### **Action Taken:**

- New students were inducted in Student Council.
- The college participated in P.U. Zonal Youth & Heritage Festival on 18<sup>th</sup> -20<sup>th</sup> October, 2023.
- Founders' Day was observed on 23.11.2023. S. Harpal Singh Cheema, Finance Minister was the Chief Guest.
- Talent Hunt Competitions were organized by various societies in the month of September and October.
- An Alumni Meet was organized by the college on 14.12.2023.

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


### **Agenda Point:**

10. To organize FDP for teaching faculty.

### **Action Taken:**

- The Research Committee organized FDP on Research for teachers on 02.12.2023.

  
**IQAC Coordinator**

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

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

**AGENDA  
of  
IQAC MEETING 14<sup>th</sup> December, 2023**

The sequence of events will be as follow:-

Briefing of Action Taken Report of previous IQAC meeting.

**AGENDA:**

**Criterion-I Curriculum Aspects**

1. To submit AQAR
2. To update website

**Criterion-II Teaching Learning & Evaluation**

3. Preparation for E-lesson
4. To utilize innovative teaching tools.

**Criterion-III Research & Outreach Activities**

5. Apply to Non-Govt. agencies for funding Research Project.
6. Skill Development Programs for local community.
7. In-house Seminars.

**Criterion -IV Infrastructure & Learning Resources**

8. To upgrade LMS to ERP software
9. Subscription for E-Resources in the library.



**Criterion -V Student Support & Progression**

10. Workshops on Life Skills.
11. Encourage interactions and placements

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

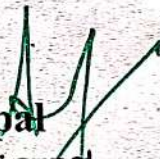
- 12.To organize Faculty Empowerment Program (Teaching & Non-Teaching)
- 13.Strengthening Alumni Relationship

**Criterion -VII Institutional value and Best Practices**

- 14.Apply for NIRF and ISO
- 15.To increase the facilities for disabled students.
- 16.Demonstration of vermi-compost to community



**IQAC Coordinator**



**Principal**

**IQAC Chairperson**

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

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

**Resolution of 14<sup>th</sup> December, 2023**

**Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on**  
**14<sup>th</sup> December, 2023 at 10.00 AM**

**Members Present:**

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

Dr. Kiran Duggal, Coordinator, IQAC  
Mrs. Pushpinder Kaur, Administrative officer  
Dr. Manjeet Kaur, Administrative officer

**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:**

Mrs. Harmeet Kaur

**External Expert**

Dr. Mahinder Kaur Grewal

**Community Representatives**

S. Karam Singh Sandhu  
Dr. Purshotam Singh

**Employers**

Mr. Pawan Sood  
Ms. Manpreet Kaur

**Alumni Representatives**

Mrs. Ashima

## **Students Representatives**

Ms. Rupinder Kaur  
Ms. Kulwinder Kaur

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the dignitaries. Dr. Kiran Duggal, IQAC Coordinator presented Action taken Report.

## **AGENDA POINTS :**

### **Criterion-I Curriculum Aspects**

1. To submit AQAR
2. To update website

### **IQAC Resolved:**

- It was passed unanimously that college must submit AQAR on time. It was also suggested that college should plan activities according to AQAR.
- All IQAC members suggested that institute must update its website regularly. It was also suggested that information of upcoming events and activities should be uploaded on website. All important information must be shared on website regularly.

### **Criterion-II Teaching Learning & Evaluation**

3. Preparation for E-Lesson
4. To utilize innovative teaching tools

### **IQAC Resolved:**

It was suggested that teacher should be motivated to develop e-lesson of their respective teaching subjects and e-lesson should be uploaded on public and social media platform for public welfare in general and students in particular. Technical Assistant should be provided to teachers by ICT teachers. It is also suggested that workshop on e-lesson preparation should be conducted for faculty and students. Students should be motivated to prepare E-lesson during internship programme.

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

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

5. Apply to Non-Govt. Agencies for funding Research Project.
6. Skill Development Programs for local community.
7. In-house seminars

#### **IQAC Resolved:**

- It was suggested that IQAC of the college should explore the thrust areas on which research projects should be conducted. It is also suggested that IQAC of college should explore various NGO's who are providing funding for research.
- All IQAC member unanimously agreed to organize skill development for local community. It is suggested to conduct a survey to explore needs of local community before starting skill development programme.
- It was suggested that In-house seminars should be conducted on NEP, UGC Schemes and policies etc.

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

8. To upgrade LMS to ERP software
9. Subscription for E-Resources in the library

#### **IQAC Resolved:**

- Management of the Sidhwan Institutions is developing ERP software for all the institutions. It was suggested that college should shift from existing LMS to new ERP software.
- It is regular feature of college to subscribe E-resource for library. It is suggested to explore databases which are providing free E-Resources or providing institutional subscription option. It is also suggested to sign MoU with other institutions to share resources and databases.

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

10. Workshops on Life Skills
11. Encourage interactions and placements

**IQAC Resolved:**

- For skill enhancement it is suggested that workshops on Life Skills should be organized. It is suggested to collaborate with other institutions and organizations.
- Placement plays a vital role in institutional development. It was appreciated that placement cell of college is doing wonderful job by providing job opportunities and competition preparation to college students as well as community, It is suggested that placement drive should be made annual feature and should be organized annually. It is suggested to sign MoU with schools and institutions for placement and internship programme.

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

12. To organize Faculty Empowerment Program (Teaching & Non-Teaching)
13. Strengthening Alumni Relationship

**IQAC Resolved:**

- Expert appreciated that college has implemented e -Governance in various aspects i.e Administration, Finance and Accounts, and Examination. To monitor teaching learning process. It is suggested that Faculty Empowerment Program should be organized and content of these programme must be according to present & future needs.
- Experts appreciated that institution has developed healthy relations with alumnus of the college. It is also appreciated that students of 1960-1990 batches visited college whenever they have time and teachers welcomed them whole heartily. It is suggested to invite more old students to become part of alumni association. It is also suggested to organize seminars, workshops, academic and co-curricular activities with the help of alumni association. It is further suggested that college should make strategies with help of alumnus to increase strength of the college and to develop health relations with community. Community activities should be organized with help of alumni association of college.

**Criterion -VII Institutional value and Best Practices**

14. Apply for NIRF
15. To increase the facilities for disabled students
16. Demonstration of vermi-compost to community

## **IQAC Resolved:**

- Experts unanimously agree to apply for NIRF in next session i.e.2024-2025.
- It was appreciated that college has developed infrastructure to cater needs of disabled students. It is also appreciated that college has developed study material to cater needs of disabled persons. It is suggested to make a separate toilet and washroom for physically challenged person according to UGC/Govt. guidelines.
- Experts appreciated that college has developed very good system for waste management. Experts also appreciated that college has established vermi compost unit. Manure procure from vermi compost unit is used for horticulture and agriculture purpose. It is suggested that awareness and demonstration programme should be organized for community.



**IQAC Coordinator**

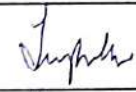
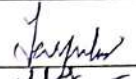
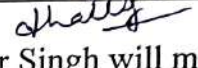

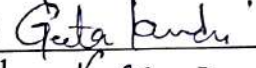
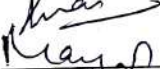
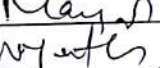
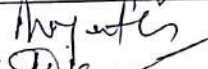
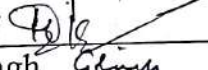
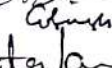
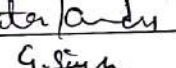
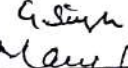
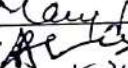
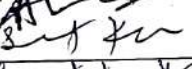
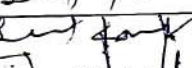
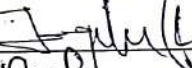
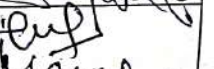
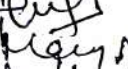
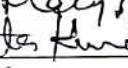
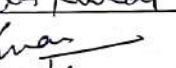
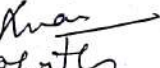
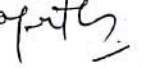



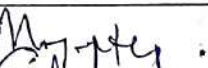





**Principal**


**IQAC Chairperson**

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

## Duties to accomplish Program of Action of IQAC Meeting 14<sup>th</sup> December, 2023.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	Criteria 1: To submit AQAR	Dr. Jaspreet Kaur 
2.	To update website	Dr. Jaspreet Kaur 
3	Criteria 2: Preparation for E-lesson	Dr. Shally &  Dr. Gurwinder Singh will monitor
4	To utilize innovative teaching tools.	Dr. Ajay Kumar  Dr. Geeta Kundi 
5	Criteria 3: Apply to Non-Govt. agencies for funding Research Project.	Dr. Kiran Duggal  Dr. Manpreet Kaur 
6	Skill Development Programs for local community.	Dr. Manjeet Kaur  Mrs. Harjeet Kaur 
7	In-house Seminars.	Dr. Gurwinder Singh  Dr. Geeta Kundi 
8	Criteria 4: To upgrade LMS to ERP software	Dr. Gurwinder Singh  Dr. Manpreet Kaur 
9	Subscription for E-Resources in the library.	Mrs. Pushpinder Kaur  Dr. Sarvjeet Kaur 
10	Criteria 5: Workshops on Life Skills.	Dr. Sarvjeet Kaur  Dr. Jagminder Kaur 
11	Encourage interactions and placements	Dr. Gurwinder Singh  Mrs. Manpreet Kaur  Dr. Geeta Kundi 
12	Criteria 6: To organize Faculty Empowerment Program (Teaching & Non-Teaching)	Dr. Kiran Duggal  Dr. Manjeet Kaur 
13	Strengthening Alumni Relationship	Dr. Manjeet Kaur  Dr. Jagminder Kaur 
14	Criteria 7: Apply for NIRF	Dr. Sarvjeet Kaur 
15	To increase the facilities for disabled students.	Dr. Manjeet Kaur  Dr. Geeta Kundi 
16	Demonstration of vermi-compost to community	Dr. Jagminder Kaur  Dr. Ajay Kumar 

  
IQAC Coordinator

Principal   
Principal  
G.H.C. Harpalkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)  
21/12/23

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**  
**Sidhwan Khurd (Ludhiana)**  
**ACTION TAKEN REPORT**  
of

**Meeting of Internal Quality Assurance Cell (IQAC)**  
**held on 14<sup>th</sup> December, 2023 at 10.00 AM**

**AGENDA POINTS :**

**Criterion-I Curriculum Aspects**

1. To submit AQAR
2. To update website

**Action Taken:.**

- AQAR of the college was submitted on time.
- Information of events and activities are regularly uploaded on website.

**Criterion-II Teaching Learning & Evaluation**

3. Preparation for E-Lesson
4. To utilize innovative teaching tools

**Action Taken:**

- All the faculty members developed e-content in their perspective subjects.
- Teachers use e-resources for teaching and also encourage students to learn from OER.

**Criterion-III Research & Outreach Activities**

5. Apply to Non-Govt. Agencies for funding Research Project.
6. Skill Development Programs for local community.
7. In-house seminars

**Action Taken:**

- All faculty members explored various NGO's who are providing funding for research and they got grant sanctioned from different NGOs for their research projects.
- A skill development course on Fashion Designing was organized from 16<sup>th</sup> Feb. to 31<sup>st</sup> March, 2024.
- In-house seminar on 'National Common Entrance Test' was conducted on 15<sup>th</sup> May, 2024.

**Criterion -IV Infrastructure & Learning Resources**

8. To upgrade LMS to ERP software
9. Subscription for E-Resources in the library



**Action Taken:**

- Management of the Sidhwan Institutions has developed ERP software for all the institutions and our college shifted to ERP software from our LMS(e-platform).
- Subscription of N-List has been renewed for the period of April 2024-March 2025 for library.

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

10. Workshops on Life Skills
11. Encourage interactions and placements

**Action Taken:**

- Workshop on 'Emotional Intelligence' was organized on 27<sup>th</sup> March, 2024.
- Workshop on Life Skills was organized on 4<sup>th</sup> April, 2024.
- A workshop on 'Interview Skills and Resume Writing' was organized by the Placement Cell of the College.
- Career talks were delivered by PGDGC students on 22<sup>nd</sup> April, 2024.
- Campus placement drive was organized on 30<sup>th</sup> April, 2024.

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

12. To organize Faculty Empowerment Program (Teaching & Non-Teaching)
13. Strengthening Alumni Relationship

**Action Taken:**

- An online training session for teachers on using ERP Software and schoolpad app was organized by the College on 22<sup>nd</sup> April, 2024.
- Alumni Meet was organized on 14<sup>th</sup> Dec., 2023.


**Criterion -VII Institutional value and Best Practices**

14. Apply for NIRF
15. To increase the facilities for disabled students
16. Demonstration of vermi-compost to community

**Action Taken:**

- The college will register for NIRF ranking in next session.
- A separate toilet/washroom for physically challenged persons is being modified according to UGC/Govt. guidelines.
- An awareness and demonstration programme about Vermicompost was organized for community on 21<sup>st</sup> Feb., 2024.

  
IQAC Coordinator

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

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

**AGENDA**  
**of**  
**IQAC MEETING 21<sup>st</sup> March, 2024**  
**Agenda**

The sequence of events will be as follow:-  
Briefing of Action Report of previous IQAC meeting.

**AGENDA:**

**Criterion-I Curriculum Aspects**

1. Conduct Remedial teaching

**Criterion-II Teaching Learning & Evaluation**

1. Display of Internal Assessment
2. Pre Internship of B.Ed Ist year
3. Group Discussions

**Criterion-III Research & Outreach Activities**

4. Visit to School of deaf children.
5. Brain-Storming Session

**Criterion -IV Infrastructure & Learning Resources**

6. Addition of books, renewal of subscriptions of e-journal and inflibNet.

**Criterion -V Student Support & Progression**

7. Organize tour for students.
8. Workshop on use of media in Education.

9. Workshop on individualized education plan.
10. Organized Placement Drive.
11. To arrange carrier talks and provide counseling to students.
12. Organize NSS Camp

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

13. Workshop of teachers on ERP Software.
14. Organizing Panjab University Skill-in-Teaching and Teaching-Aid Préparation competitions.
15. Registration of Alumni Association

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

16. Purchasing pots for new plants.



**IQAC Coordinator**



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

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

**Resolution of 21<sup>st</sup> March, 2024**

**Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held  
on 21.03.2024 at 10.00 AM**

**Members Present:**

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

Dr. Kiran Duggal, Coordinator, IQAC

Mrs. Pushpinder Kaur, Administrative officer

Dr. Manjeet Kaur, Administrative officer

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

**Faculty Members Present**

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Dr. Geeta Kundi

Mrs. Manpreet Kaur

**Technical Staff:**

Mrs. Harmeet Kaur

Ms. Simranjit 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. Amandeep Kaur (M.Ed)

Ms. Rupinder Kaur

Ms. Kulwinder Kaur

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

### **AGENDA POINTS :**

#### **Criterion-I Curriculum Aspects**

1. Conduct Remedial teaching

#### **IQAC Resolved:**

- It was suggested that remedial teaching should be conducted for low achiever as well as high achiever.

#### **Criterion-II Teaching Learning & Evaluation**

2. Display of Internal Assessment
3. Pre Internship of B.Ed Ist year
4. Practice Group Discussions as Innovative Teaching method

#### **IQAC Resolved:**

- It was decided that Internal Assessment will be displayed on the notice board and grievance.
- It was suggested that committee will be planning for Pre Internship of B.Ed 1<sup>st</sup> year.
- It was suggested teachers must use group discussion as one of the innovative method of teaching.

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

5. Visit to School of deaf children.
6. Brain-Storming Session

#### **IQAC Resolved:**

- It was suggested to college that college should plan visit to school of deaf children
- It was planned to hold brain storming session on some current issue *in the* field of research.

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

7. Addition of books, renewal of subscriptions of e-journal and inflibNet.

#### **IQAC Resolved:**

- It was suggested to Library committee to add new books and journals

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

8. Organize tour for students.
9. Workshop on use of media in Education.
10. Workshop on individualized education plan.
11. Organized Placement Drive.
12. To arrange carrier talks and provide counseling to students.
13. Organize NSS Camp

#### **IQAC Resolved:**

- It was suggested that tour committee must organise tour for students.
- It was decided that a workshop will be organised on use of media in education.
- It was suggested that workshop will be organised on individualised education plan.
- It was suggested to placement cell of the college to organise placement drive
- It was decided to arrange carrier talks and provide counseling to students.
- It was suggested to NSS Programme officer to organize NSS Camp.

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

14. Workshop of teachers on ERP Software.
15. Organizing Panjab University Skill-in-Teaching and Teaching-Aid Preparation competitions.
16. Registration of Alumni Association

#### **IQAC Resolved:**

- It was suggested that workshop will be organised for teachers on ERP Software.
- It was suggested that college must Organizing Panjab University Skill-in-Teaching and Teaching-Aid Preparation competitions.
- It was decided that that college must registered Alumni Association

**Criterion -VII Institutional value and Best Practices**

17. Purchasing pots for new plants.

**IQAC Resolved:**

- It was decided to purchase pots for new plants.



**IQAC Coordinator**



**Principal**

**IQAC Chairperson**  
**Principal**

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

**Duties to accomplish Program of Action of IQAC Meeting  
21<sup>st</sup> March, 2024.**


Sr. No.	Agenda/ Resolve	Teacher Incharge
1	Criteria 1: Conduct Remedial teaching	Mrs. Manpreet Kaur <i>Manpreet</i> Dr. Geeta Kundi <i>Geeta Kundi</i>
2	Criteria 2: Display of Internal Assessment	Dr. Manjeet Kaur <i>Manjeet</i>
3	Pre Internship of B.Ed Ist year	Mrs. Harjeet Kaur <i>Harjeet</i>
4	Practice Group Discussions as Innovative Teaching method	Dr. Gurwinder Singh <i>Gurwinder</i>
5	Criteria 3: Visit to School of deaf children.	Dr. Manjeet Kaur <i>Manjeet</i> Dr. Geeta Kundi <i>Geeta Kundi</i>
6	Brain-Storming Session	All teachers
7	Criterion -4: Addition of books, renewal of subscriptions of e-journal and inflibNet.	Mrs. Pushpinder Kaur <i>Pushpinder</i>
8	Criteria 5: Organize tour for students.	Dr. Jagminder Kaur <i>Jagminder</i> Dr. Manpreet Kaur <i>Manpreet</i>
9	Workshop on use of media in Education.	Mrs. Manpreet Kaur <i>Manpreet</i>
10	Workshop on individualized education plan.	Dr. Manjeet Kaur <i>Manjeet</i>
11	Organized Placement Drive.	Dr. Gurwinder Singh <i>Gurwinder</i> Mrs. Manpreet Kaur <i>Manpreet</i> Dr. Geeta Kundi <i>Geeta Kundi</i>
12	To arrange career talks and provide counseling to students.	Dr. Sarvjeet Kaur <i>Sarvjeet</i>
13	Organize NSS Camp	Dr. Ajay Kumar Dr. Geeta Kundi <i>Geeta Kundi</i>
14	Criteria 6: Workshop of teachers on ERP Software.	Mrs. Manpreet Kaur <i>Manpreet</i>



15	Organizing Panjab University Skill-in Teaching and Teaching-Aid Preparation competitions.	Dr. Kiran Duggal Mrs. Pushpinder Kaur
16	Registration of Alumni Association	Dr. Manjeet Kaur Dr. Jagminder Kaur
17	<b>Criteria 7:</b> Purchasing pots for new plants.	Dr. Geeta Kundi



**IQAC Coordinator**

  
Principal  
28/3/24  
Principal  
G.H.G. Harparkash 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  
21.03.2024**

**Criterion1: Curricular Aspect:**

**Agenda Point:**

1. Conduct Remedial teaching

**Action Taken:**

- Remedial Teaching was conducted in the college from 1<sup>st</sup> May to 4<sup>th</sup> May,2024

**Criterion 2: Teaching Learning & Evaluation**

**Agenda Point:**

2. Display of Internal Assessment
3. Pre Internship of B.Ed Ist year
4. Practice Group Discussions as Innovative Teaching method

**Action Taken:**

- Internal Assessment was displayed on the Notice board on 4<sup>th</sup> May, 2024
- Pre-Internship Program-II was conducted by B.Ed 1<sup>st</sup> year students in schools from 25<sup>th</sup> April to 3<sup>rd</sup> May, 2024.
- Group Discussions as Innovative Teaching method was practiced on 02.04.2024.

**Criterion 3: Research & Outreach Activities**

**Agenda Point:**

5. Visit to School of deaf children.
6. Brain-Storming Session

**Action Taken:**

- A visit to the school for the deaf children, Hambrah Road, Ludhiana was organized on 9<sup>th</sup> April, 2024.
- Brain Storming session was done on 23<sup>rd</sup> April 2024

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

### **Agenda Point:**

7. Addition of books, renewal of subscriptions of e-journal and inflibNet.

### **Action Taken:**

- 88 text books were purchased besides annual journals, magazines and newspapers and renewal of subscription of e-journal and inflibNet was done .

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

### **Agenda Point:**

8. Organize tour for students.
9. Workshop on use of media in Education
10. Workshop on individualized education plan.
11. Organized Placement Drive.
12. To arrange carrier talks and provide counseling to students.
13. Organize NSS Camp

### **Action Taken:**

- A trip to Kasauli was organized by the College for students on 21<sup>st</sup> March, 2024.
- A workshop on use of media in education was organized in the college on 22<sup>nd</sup> April, 2024.
- A workshop on individualized education plan was organized in the college on 30<sup>th</sup> April, 2024.
- A campus placement drive was conducted in the college on 30<sup>th</sup> April, 2024.
- The Career talk was delivered by PGDGC-II students on 22<sup>nd</sup> April, 2024.
- NSS Camp was organized by the NSS Unit of the college from 25<sup>to</sup> to 31<sup>st</sup> March, 2024

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

### **Agenda Point:**

14. Workshop of teachers on ERP Software
15. Organizing Panjab University Skill-in Teaching and Teaching-Aid Preparation competitions.
16. Registration of Alumni Association

**Action Taken:**

- An online training session for teachers on using ERP Software was organized by the College on 22<sup>nd</sup> April.
- P.U Zonal Skill-in-Teaching and On the Spot Teaching-Aid-Preparation Competitions were organized for the subjects – Pedagogy of Maths, Pedagogy of Science, Pedagogy of Home-Science and Pedagogy of Computer Science on our College on 16<sup>th</sup> April, 2024.
- Registration of Alumni Association is under process.

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


**Agenda Point:**

17. Purchasing pots for new plants.

**Action Taken:**

- New Pots were purchased for new plants for the decoration of campus.

  
IQAC Coordinator

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

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

**AGENDA**  
**of**  
**IQAC MEETING 23<sup>rd</sup> May, 2024**

The sequence of events will be as follow:-  
Briefing of Action Report of previous IQAC meeting.

**AGENDA:**

**Criterion-I Curriculum Aspects**

1. To advertise and create help desk in College for M.Ed, B.Ed & PG Diploma in Guidance & Counselling admissions -2024.
2. To collect and analyze feedback from students, teachers and other stakeholders.

**Criterion-II Teaching Learning & Evaluation**

3. To develop e-content
4. Encourage students to enroll themselves in self study courses.

**Criterion-III Research & Outreach Activities**

5. Submission of Reports of research project funded by Non Govt. Agencies.
6. Applying to funding agencies for the grant of seminar and conferences.
7. Submission of research report and research proposal of M.Ed class.
8. Publication of books or research papers.
9. Free Coaching of B.Ed Entrance test to aspirants from community.

**Criterion -IV Infrastructure & Learning Resources**

11. Upgradation of computer with latest software

**Criterion -V Student Support & Progression**

12. To organize workshops on E-content Development.
13. To organize farewell party and Prize Distribution function for final year students.

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

14. Registration of Alumni Association
15. E-Governance through ERP software
16. Workshop on ERP Software for Teaching and Non-Teaching staff.

**Criterion -VII Institutional value and Best Practices**

16. Green Audit
17. Code of conduct programme for Non teaching staff.
18. Policy for paperless office.



**IQAC Coordinator**



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

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

**Resolution of 23<sup>rd</sup> May, 2024**

**Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on**  
**23<sup>rd</sup> May, 2024 at 11.00 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

**Faculty Members Present**

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Geeta Kundi

Mrs. Manpreet Kaur

**Technical Staff:**

Mrs. Harmeet Kaur

**External Expert**

Dr. Mahinder Kaur Grewal

**Alumni Representatives**

Ms. Ashima

Ms. Harpreet Kaur

**Students Representatives**

Ms. Rupinder Kaur

Ms. Shweta

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the dignitaries. Dr. Kiran Duggal, IQAC Coordinator presented Action taken Report.

## **AGENDA POINTS :**

### **Criterion-I Curriculum Aspects**

1. To advertise and create help desk in College for M.Ed, B.Ed & PG Diploma in Guidance & Counselling admissions -2024.
2. To collect and analyze feedback from students, teachers and other stakeholders.

### **IQAC Resolved:**

- It was passed unanimously that college will advertise and create help desk for M.Ed, B.Ed & PG Diploma in Guidance & Counselling admissions-2024.
- All IQAC members suggested that feedback from students, teachers and other stakeholders for the session 2023-2024 will be collected online and offline and will also be analyzed.

### **Criterion-II Teaching Learning & Evaluation**

3. To develop e-content
4. Encourage students to enroll themselves in self study courses.

### **IQAC Resolved:**

- It was suggested that all teachers and students should be motivated to develop e-content of their respective teaching subjects and it should be uploaded on public and social media platform for public welfare in general and students in particular. Technical Assistant should be provided to teachers by ICT teachers. Faculty members should be motivated to attend FDP's organized by HRDC/ TLC of universities on e-content development and innovative tools/MOOCs.
- It was suggested that all teachers should encourage students to enroll themselves in self study courses through various platforms. Lists of courses from SWAYAM and other platforms should be provided to the students.

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

5. Submission of Reports of research project funded by Non Govt. Agencies.
6. Applying to funding agencies for the grant of seminar and conferences.
7. Submission of research report and research proposal of M.Ed class.
8. Publication of books or research papers.
9. Free Coaching of B.Ed Entrance test to aspirants from community.



### **IQAC Resolved:**

- It was suggested that Faculty members of the college should complete their individual research projects funded by Non Govt. Agencies within the current session.
- It was suggested that seminar committee of the college will explore and apply to various funding agencies for the grant of seminar and conferences.
- IQAC resolved that research report of M.Ed. semester 4 and research proposal of M.Ed semester 2 will be submitted as per Punjab University Academic Calendar.
- It was resolved that institution will publish books on the themes related to latest trends in the field of education.
- It was suggested that free online coaching for B.Ed. Entrance test should be given to the aspirants.

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

10. Up gradation of computer with latest software

### **IQAC Resolved:**

- It was suggested that institution should explore, avail and upgrade the computers with latest softwares.

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

11. To organize workshops on E-content Development.
12. To organize farewell party and Prize Distribution function for final year students.

### **IQAC Resolved:**

- It was suggested that workshop on E-content Development should be organized. It was suggested to collaborate with other institutions and organizations.
- IQAC resolved that farewell party and Prize Distribution function for final year students will be organized on 30<sup>th</sup> May, 2024.

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

13. Registration of Alumni Association
14. E-Governance through ERP software
15. Workshop on ERP Software for Teaching and Non-Teaching staff.

### **IQAC Resolved:**

- Experts appreciated that institution has a functional alumni association and developed healthy relations with its alumnus. Institution organizes seminars, workshops, academic and co-curricular activities with the help of alumni association. It is further suggested that college should legally register its alumni association.
- Expert appreciated that college has implemented e-Governance in various aspects i.e Administration, Finance and Accounts, and Examination. Academic aspect is dealt by institution LMS(E-platform). IQAC suggested that institution should switch from its LMS E-platform to ERP software as it is comprehensive to deal with all aspects of e-Governance.
- It is suggested that orientation workshops should be organized for Teaching staff, Non-Teaching staff and students to familiarize them with the usage of ERP software.

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

16. Green Audit
17. Code of conduct programme for Non teaching staff.
18. Policy for paperless office.

### **IQAC Resolved:**

- Experts appreciated that college has done Green Audit in previous year. It was resolved that more efforts will be made to enhance green cover of the institution and then Green Audit will be done again.
- It is suggested that awareness programmes about Code of conduct for Non-teaching staff of the college should be organized.
- It was suggested that a concrete policy document should be prepared for Paperless office after implementation of ERP software.



**IQAC Coordinator**




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

## Duties to accomplish Program of Action of IQAC Meeting 23<sup>rd</sup> May, 2024.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criteria 1:</b> To advertise and create help desk in College for M.Ed, B.Ed & PG Diploma in Guidance & Counselling admissions -2024.	Mrs. Manpreet Kaur <i>Manpreet</i>
2	To collect and analyze feedback from students, teachers and other stakeholders.	Mrs. Manpreet Kaur <i>Manpreet</i>
3	<b>Criteria 2:</b> To develop e-content	All teachers <i>Shally</i>
4	Encourage students to enroll themselves in self study courses.	Mrs. Manpreet Kaur <i>Manpreet</i>
5	<b>Criteria 3:</b> Submission of Reports of research project funded by Non Govt. Agencies.	All teachers <i>Shally</i>
6	Applying to funding agencies for the grant of seminar and conferences.	Dr. Kiran Duggal <i>Kiran</i>
7	Submission of research report and research proposal of M.Ed class.	All teachers <i>Shally</i>
8	Publication of books or research papers.	All teachers <i>Shally</i>
9	Free Coaching of B.Ed Entrance test to aspirants from community	All teachers <i>Shally</i>
10	<b>Criterion -4:</b> Upgradation of computer with latest software	Dr. Jaspreet Kaur <i>Jaspreet</i>
11	<b>Criteria 5:</b> To organize workshops on E-content Development.	Dr. Shally <i>Shally</i>
12	To organize farewell party and Prize Distribution function for final year students	Dr. Kiran Duggal Mrs. Pushpinder Kaur <i>Kiran</i> <i>Pushpinder</i>

13	E-Governance through ERP software	Mr. Harpreet Singh Harpreet
14	Workshop on ERP Software for Teaching and Non-Teaching staff.	Mrs. Manpreet Kaur Manpreet
15	<b>Criteria 7: Green Audit</b>	Dr. Ajay Kumar AJAY 31/06/24
16	Policy for paperless office.	Ms. Harmeet Kaur Kaur

  
IQAC Coordinator

  
Principal  
IOAC ~~Coordinator~~ Person  
G.H.G. Harparkash 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 23.05.2024**

**Criterion 1: Curricular Aspect:**

**Agenda Point:**

1. To advertise and create help desk in College for M.Ed; B.Ed & PG Diploma in Guidance & Counselling admissions -2024.
2. To collect and analyze feedback from students, teachers and other stakeholders.

**Action Taken:**

- New strategies for advertisement executed and help desk created for smooth conduct of admission process for B.Ed, M.Ed and PGDGC.
- Feedback collected from students, teachers and other stakeholders was analyzed.

**Criterion 2: Teaching Learning & Evaluation**

**Agenda Point:**

3. To develop e-content
4. Encourage students to enroll themselves in self study courses.

**Action Taken:**

- All the faculty members developed e-content in their respective subjects.
- Students were enrolled in Self Study Courses.

**Criterion 3: Research & Outreach Activities**

**Agenda Point:**

5. Submission of Reports of research project funded by Non Govt. Agencies.
6. Applying to funding agencies for the grant of seminar and conferences.
7. Submission of research report and research proposal of M.Ed class.
8. Publication of books or research papers.
9. Free Coaching of B.Ed Entrance test to aspirants from community.

**Action Taken:**

- All the faculty members submitted reports of research project funded by Non Govt. agencies.
- Applied to DCDC, P.U. Chandigarh for the grant of seminar and conferences.
- Research report and research proposal of M.Ed classes were submitted.
- Book on Futuristic Education: A Paradigm Shift in Learning and Research paper were published by faculty member.
- Free Coaching of B.Ed Entrance test to aspirants from community will be provided in the month of July.

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

### **Agenda Point:**

10. Upgradation of computer with latest software.

### **Action Taken:**

- Latest ERP software installed.

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

### **Agenda Point:**

11. To organize workshops on E-content Development.
12. To organize farewell party and Prize Distribution function for final year students.

### **Action Taken:**

- Workshop on E-content Development will be organized in the month of July.
- Farewell party and Prize Distribution function for final year students was organized on 30<sup>th</sup> May, 2024.

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

### **Agenda Point:**

13. Registration of Alumni Association
14. E-Governance through ERP software
15. Workshop on ERP Software for Teaching and Non-Teaching

### **Action Taken:**

- The process of legal registration of Alumni Association of the college is under process.
- E-Governance through ERP software started.
- Workshop on ERP Software for Teaching and Non-Teaching staff was conducted online on 28.05.2024.

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


### **Agenda Point:**

16. Green Audit
17. Code of conduct programme for Non teaching staff.
18. Policy for paperless office.

### **Action Taken:**

- Plantation Drive is planned to be done in the month of July, 2024.
- IQAC has planned to organize an awareness program about code of conduct for Non teaching staff in the month of August, 2024.
- Proper policy for paperless office will be formulated.

  
IQAC Coordinator

  
Principal  
G.H.G. Harpurkash  
of Education for Women  
SIDHWAN KHURD (Lch.)