

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

**Report of Meeting for Website update**

19<sup>th</sup> Feb, 2021

A meeting of all the staff members will be held online on 23<sup>rd</sup> Feb, 2021.

**Agenda:**

- Updating of College Website.



**Principal**

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

**Action Taken:**

A meeting all faculties was held via virtual meet on Zoom. It was discussed and conducted that website updation should be taken as IQAC meeting agenda and expertise from all external members should be sought in next meeting.



The duty of website update was assigned to Dr. Ajay Kumar after IQAC meeting on 31<sup>st</sup> March, 2021. The website was finally reviewed on 7<sup>th</sup> July, 2021.

*AJK*  
**Dr. Ajay Kumar**

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

pdf's are to be submitted to Mrs. Harmeet,  
No print outs pls.

Staff (Teaching and Non-Teaching) please provide the following material to Dr. Ajay for update of College Website by 12<sup>th</sup> March, 2021 positively.

Task	Material to be provided by
<b>Academic</b>	
⑤ ✓ Academic Calendar 2020-21	Dr. Seema Chopra <i>Seema</i>
⑤ ✓ Holiday Calender	Ms. Harmeet Kaur - <i>Harmeet</i>
✓ Prospectus (pdf) - Pab	Mr. Narinder Singh <i>Narinder</i>
<b>Teaching Subject/ option</b>	
✓ B.Ed - Pab	Dr. Manjeet Kaur <i>Manjeet</i>
✓ M.Ed - Pab	Dr. Kiran Duggal <i>Kiran</i>
✓ PG Diploma - Pab	Ms. Preeti Sapna <i>Preeti</i>
<b>Results</b>	
⑤ ✓ <ul style="list-style-type: none"> <li>B.Ed (2019-20)</li> <li>M.Ed (2019-20)</li> <li>PG Dip. (2019-20)</li> </ul>	Dr. Jagminder Kaur <i>Jagminder</i> (pdf of college Result Gazette)
<b>Syllabus</b>	
✓ B.Ed	Mrs. Jaspal Kaur <i>Jaspal</i>
✓ M.Ed	Mrs. Pushpinder Kaur <i>Pushpinder</i>
✓ PG Diploma	Mrs. Jaspal Kaur <i>Jaspal</i>
<b>Courses offered</b>	
✓ Fee structure (B.Ed/M.Ed/PG Dip.)	Mr. Dalwinder Singh <i>Dalwinder</i>
✓ Program and Course outcomes	Mrs. Manpreet Kaur <i>Manpreet</i>
✓ Value Added Course <i>syllabus / outcomes</i>	Dr. Ajay Kumar <i>Ajay</i>
<b>Achievements</b>	
⑤ ✓ <i>Academic</i> B.Ed, M.Ed / Dip - <i>Year wise / age of 1st div., II<sup>nd</sup> div. etc.</i>	Dr. Kiran, Ms. Harmeet <i>Kiran, Harmeet</i>
<b>Co-curriculum</b>	
⑤ ✓ Sports - Pab	Mrs. Gurpreet Kaur <i>Gurpreet</i>
⑤ ✓ Youth Festival - Pab	Dr. Sarvjeet Kaur <i>Sarvjeet</i>
⑤ ✓ List of University position holder - Pab <i>pdf. after typing</i>	<i>P Mrs. Harmeet</i>

**Feedback**

(form attached to e-mail ID specific)

5  
5  
5  
5

Students' /Parents' and Teachers' Feedback

Mrs. Manpreet Kaur

*Manpreet*

Alumni Feedback

Dr. Ajay Kumar

*Ajay*

Employees' Feedback

Dr. Ajay Kumar

*Ajay*

Internship related feedback

Dr. Shally

*Shally***E-Platform**

E-Lectures and E-Content

Mrs. Pushpinder Kaur

Dr. Gurwinder Singh

LMS

Dr. Gurwinder Singh

**Admission**

Application Form

*link*Mrs. Manpreet Kaur  
(Google form link)*Manpreet***Alumni Association**

Silver Jubilee  
Alumni Meet

- X Constitution
- Our Alumni
- Elected Executive Committee

Dr. Manjeet Kaur

*Manjeet*

- Alumni Registration Forms *status*
- Our Star Alumni
- Alumni Funds

Dr. Jagminder Kaur

*Jagminder***Facilities**

NSS

Dr. Jagminder Kaur

Placement Cell

*for each and every student - what she is doing*

Dr. Shally

Sports

Mrs. Gurpreet Kaur (DPE)

Transport

Mrs. Manpreet Kaur

Hostel

Mr. Dalwinder Singh

Language Lab

Mrs. Manpreet Kaur

Gym

Mrs. Gurpreet Kaur

Guidance and Counseling Cell

Dr. Sarvjeet Kaur

<b>Projects &amp; Schemes</b>	
✓ PARAMARSH	Dr. Kiran Duggal <i>KD</i>
<b>Statuses</b>	
RTL	Mr. Dalwinder Singh <i>Dal</i>
✓ Anti-Ragging Cell	Dr. Manjeet Kaur <i>Manjeet</i>
✓ Code of Ethics	Dr. Jagminder Kaur <i>Jagminder</i>
✓ Reservation Policy	Dr. Manjeet Kaur <i>Manjeet</i>
✓ Grievance Redressal cell	Mrs. Manpreet Kaur <i>Manpreet</i>
✓ Prevention of Sexual Harassment Cell	Dr. Sarvjeet Kaur <i>Sarv</i>
✓ Prevention of Caste based discrimination committee	Dr. Jaspreet Kaur <i>Jaspreet</i>
✓ Internal Committee for Divyangyan	Dr. Jagminder Kaur <i>Jagminder</i>
→ Events: Photos, Geo-Tags	Dr. Ajay Kumar <i>Ajay</i>
<b>Societies and Clubs</b>	
✓ Literary Society	Dr. Kiran Duggal <i>KD</i>
✓ Dramatics Society	Mrs. Pushpinder Kaur <i>Pushpinder</i>
✓ Fine Arts Society	Dr. Manjeet Kaur <i>Manjeet</i>
	Mrs. Harjeet Kaur <i>Harjeet</i>
✓ Sports Society	Mrs. Gurpreet Kaur <i>Gurpreet</i>
✓ Eco-club	Dr. Ajay Kumar <i>Ajay</i>
✓ IT Club	Dr. Jaspreet Kaur <i>Jaspreet</i>
<b>Infrastructure</b>	
✗ Procedure and Policy (for utilization)	Dr. Gurwinder Singh <i>Gurwinder</i>
✗ IT Lab	Mrs. Manpreet Kaur <i>Manpreet</i>
Sports Room	Mrs. Gurpreet Kaur (DPE)
✓ Gurudwara Sahib	Dr. Jagminder Kaur <i>Jagminder</i>
✓ ICT Enabled class room	Dr. Gurwinder Singh <i>Gurwinder</i>
✓ Psychology Lab	Dr. Sarvjeet Kaur <i>Sarv</i>
✓ Computer Lab	Mrs. Manpreet Kaur <i>Manpreet</i>
Science Lab	Dr. Amandeep Kaur <i>Amandeep</i>
✓ S.St Lab	Dr. Shally <i>Shally</i>
✓ Research Centre	Dr. Seema Chopra <i>Seema</i>
	Dr. Kiran Duggal <i>KD</i>

✓ Language Lab	Mrs. Manpreet Kaur	<i>Manpreet</i>
✓ AV Aids Rooms	Dr. Jagminder Kaur	<i>Jagminder</i>
<b>NCTE</b>		
<ul style="list-style-type: none"> <li>✓ NCTE-India</li> <li>• Financial Management</li> <li>✓ Sanctional Program</li> <li>✓ NCTE Recognition</li> <li>• Facilities added (in last quarter)</li> </ul>	Dr. Ajay Kumar & Mrs. Gurpreet Kaur	<i>Ajay</i> <i>Gurpreet</i>
→ ✓ Infrastructure (Building/Land)	Dr. Gurwinder Singh	<i>Gurwinder</i>
<ul style="list-style-type: none"> <li>• Admitted Students</li> <li>• Students' Attendance (Bio Matric) ?</li> </ul>	Mrs. Manpreet Kaur & Mr. Dalwinder Singh	<i>Manpreet</i> <i>Dalwinder</i>
<b>NAAC</b>		
<ul style="list-style-type: none"> <li>✓ Vision</li> <li>✓ NAAC-A Grade Certificate</li> </ul>	Dr. Shally	<i>Shally</i>
(3) → <b>Financial Management</b> <ul style="list-style-type: none"> <li>• Budget</li> <li>• Source of Income</li> <li>• Balance Sheet ✗</li> <li>• Audit Reports ✓</li> </ul>	Dr. Gurwinder Singh	<i>Gurwinder</i>
✓ AQAR	Dr. Jaspreet Kaur	<i>Jaspreet Kaur</i>
✓ Best Practices	Dr. Jagminder Kaur	<i>Jagminder</i>
✓ Institutional Distinctions	Dr. Jagminder Kaur	<i>Jagminder</i>
? ✓ Students' Satisfactory <i>Satisfaction survey</i>	Dr. Shally	<i>Shally</i>
<b>IQAC</b>		
<ul style="list-style-type: none"> <li>✓ Composition of IQAC</li> <li>✓ Minutes of IQAC meeting</li> </ul>	Dr. Sarvjeet Kaur	<i>Sarvjeet</i>

**Faculty updates required:**

- Recent Photo
- Full Profile
- Qualification
- Subject
- Experience

30<sup>th</sup> June - Evening

Incomplete tasks regarding Website Update - to be accomplished by staff upto 2<sup>nd</sup> July before leaving the college. Final meeting is on 3<sup>rd</sup> July.

Sr. No.	Icon on website	Incomplete tasks	Teacher's Name
1	Our Management	Give updated Information and Check spellings of President's names	Dr. Ajay Kumar
2	Vision	Font should be big	Dr. Jaspreet Kaur
3	Principal's Desk	Change photo ( already sent to Dr. Ajay)	Dr. Ajay Kumar
4	Our Faculty	Providing recent photos	Dr. Kiran Duggal Dr. Manjeet Kaur Dr. Geeta Kundi Ms. Stephy Khurana
5	Our Faculty	Provide CV	All Teaching Staff
6	Faculty details	Change format (only name/photo and CV) with no downloading	Dr. Ajay Kumar
7	Non-teaching faculty	Change format- Only Name, Photo and Designation	Dr. Ajay Kumar

Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
8	Academic Calendar	Academic Calendar	Dr. Seema Chopra Dr. Kiran Duggal
9	College Calendar	College Calendar Of 2020-21	Dr. Kiran Duggal Dr. Manjeet Kaur
10	Fee Structure	Changes required	Mr. Dalwinder Singh
11	Program and Course outcome	Remove the words '2018-19' from B.Ed&M.Ed both	Mrs. Manpreet Kaur
12	Community Courses	All details	Dr. Gurwinder Singh
13	M.Ed University positions	Not updated	Dr. Sarvjeet Kaur
14	Sports Achievements	Not uploaded	Mrs. Gurpreet Kaur (DPE)
15	Youth Festival Achievements	Not uploaded	Dr. Sarvjeet Kaur

- Letter of Trust - Resolution - Saw. A/C Authorized sig IELTS
  - KYC - Trustee / Principal
- Contd. --

Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
16	Policy and Procedure	Remove the words '2017-18'	Dr. Ajay Kumar/ concerned teacher
17	Library- OPAC Search	Background should be colorful, OPAC Search not working properly with keywords. (to be uploaded in final website)	Mrs. Pushpinder Kaur
18	Magazines	Check Spellings	Mrs. Pushpinder Kaur
19	ICT Resource Centre	No Photos uploaded	Dr. Jaspreet Kaur
20	E.T Lab	Do we need it?	Dr. Ajay Kumar
21	Psychology Lab	No Photos, no list of tests uploaded	Dr. Sarvjeet Kaur
22	Home Science Lab	No Photos	Dr. Ajay Kumar
23	Art & Craft Centre	Remove the word 'Research'	Dr. Ajay Kumar
		No photos uploaded	Mrs. Harjeet Kaur
24	News/Announcements	Wrongly on page of Art & Craft	Dr. Ajay Kumar
25	Sports Room	No Photos uploaded/ no descriptions	Mrs. Gurpreet Kaur (DPE)
26	Social Studies Lab	No Photos uploaded	Dr. Shally
27	Hostel facilities	No photos of Rooms, Mess, Hostel night	Mrs. Kiranjeet Kaur Mrs. Gurpreet Dhaliwal
28	ICT enabled classrooms	No photos uploaded	Dr. Gurwinder Singh
29	Playgrounds	Only 1 photo uploaded. Add more	Mrs. Gurpreet Kaur (DPE)
30	Faculty Rooms	No photos uploaded	Dr. Ajay Kumar

Contd. --



Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
31	E-Monitoring	Upload <u>PAR</u> document, instead of QCI	Dr. Ajay Kumar <i>3/02</i>
32	Admitted students' data	Add students for admission of 2020, 2019	Mrs. Manpreet Kaur <i>Manpreet</i>

Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
33	Composition of IQAC	Remove <u>photo</u> of Order Book page	Dr. Sarvjeet Kaur <i>Sarvjeet</i>
34	Minutes of Meeting	Only one session details are given. Upload details of 2020-21 with available photos.	Dr. Jagminder Kaur Mrs. Manpreet Kaur <i>Manpreet</i>
35	Alumni Association – All icons	NIL / no data uploaded	Dr. Manjeet Kaur Dr. Jagminder Kaur <i>Manjeet</i>

Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
36	NSS	<u>No photos</u>	Dr. Jagminder Kaur Mrs. Manpreet Kaur <i>Manpreet</i>
37	Placement Cell	No data of placed students	Dr. Shally Dr. Gurwinder Singh <i>Shally</i>
38	Sports Facilities	NIL	Mrs. Gurpreet Kaur (DPE) <i>Gurpreet</i>
39	Wi-Fi Campus	NIL	Dr. Ajay Kumar <i>3/02</i>
40	UGC Schemes	Correction of spelling of 'PARAMARSH'	Dr. Ajay Kumar <i>3/02</i>
41	PARAMARSH	Addition of Technical Assistant - Mrs. Manpreet Kaur	Dr. Ajay Kumar <i>3/02</i>

*contd---*

Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
42	RTI	NIL	Mr. Dalwinder Singh
43	Reservation Policy	NIL	Dr. Manjeet Kaur Dr. Ajay Kumar
44	Dramatic Society	Photos not uploaded	Society Incharges
45	Literary Society	-do-	
46	Fine Arts Society	-do-	
47	Sports Society	Photos not uploaded (2019-20)	
48	House Incharges	Use separate sheet	Dr. Ajay Kumar

Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
49	Student Feedback Analysis Parents Feedback Analysis Alumni Feedback	NIL	Dr. Seema Chopra Dr. Shally Dr. Ajay Kumar

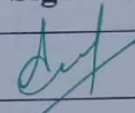
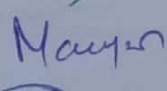
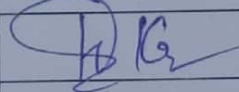
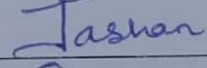
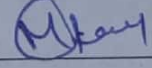
Sr. No.	Website Icon	Incomplete tasks	Teacher's Name
50	Home Page	On Reversed Founders page - apply prefix to names	Dr. Ajay Kumar
51	At bottom	Function of Payment button is not understandable	
52	Check the button of Copyright	Spaces between the words to be checked	

- Create icon of Science Lab and Maths Lab } Dr. Ajay Kumar.
- Youtube Videos to be edited and updated. }
- Dr. Geeta and Ms. Stephy prepare a small note on your respective Labs' facilities and click photographs to be uploaded. *Geeta Stephy*
- Wherever photos are required, phone camera photos can be uploaded.

*Dr. Ajay Kumar*

**MEETINGS OF GRIEVANCE REDRESSAL CELL HELD ON  
25.08.2020 IN PRINCIPAL OFFICE**

**MEMBERS PRESENT:**

Sr.No	Member	Designation	Signature
1.	Dr. Amandeep Kaur	Principal	
2.	Mrs. Manpreet Kaur	Assistant Professor	
3.	Mrs. Harjeet Kaur	Instr. Art & Craft	
4.	Ms. Jashan	Student	
5.	Ms. Manjinder	Student	

**POINTS OF DISCUSSION:**


DISCUSSION ON THE APPLICATION RECEIVED FROM STUDENTS OF B.Ed WHO ARE FINANCIALLY WEAK, SO CAN'T PURCHASE COURSE BOOKS.

**PLAN OF ACTION:**

Meeting of the Grievance Redressal Cell on the discussion on the application received from the B.Ed student who can't purchase course books .So duty was assigned to Mrs. Pushpinder Kaur to rectify this problem.

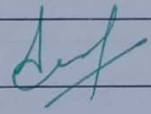
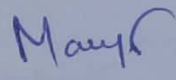
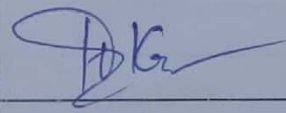
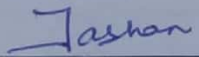

**ACTION TAKEN REPORT-**

Case of B.Ed student who can't purchase course books was resolved by providing Book bank facility in the Library.

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

**MEETINGS OF GRIEVANCE REDRESSAL CELL HELD  
ON 08.09.2020 IN PRINCIPAL OFFICE**

**MEMBERS PRESENT:**

Sr.No	Member	Designation	Signature
1.	Dr. Amandeep Kaur	Principal	
2.	Mrs. Manpreet Kaur	Assistant Professor	
3.	Mrs. Harjeet Kaur	Instr. Art & Craft	
4.	Ms. Jashan	Student	
5.	Ms. Manjinder	Student	

**POINTS OF DISCUSSION:**


DISCUSSION ON THE APPLICATION RECEIVED FROM STUDENT FOR THE CORRECTION IN SPELLINGS OF HER NAME IN B.Ed 1<sup>ST</sup> SEM DMC.

**PLAN OF ACTION:**

Meeting of the Grievance Redressal Cell on the discussion on the application received from the B.Ed student Anjali Sharma whose spellings of name were wrong in B.Ed Sem1 DMC. The duty was assigned to Mr. Narinder Singh to rectify the problem through university.


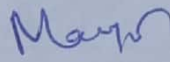
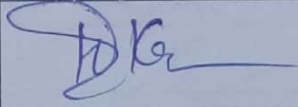
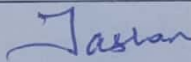
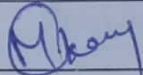
**ACTION TAKEN REPORT**

Case of B.Ed student Anjali Sharma whose spellings of name were wrong in B.Ed Sem1 DMC was resolved through university.

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

**MEETINGS OF GRIEVANCE REDRESSAL CELL  
HELD ON 02.11.2020 IN PRINCIPAL OFFICE**

**MEMBERS PRESENT :**

Sr.No	Member	Designation	Signature
1.	Dr. Amandeep Kaur	Principal	
2.	Mrs. Manpreet Kaur	Assistant Professor	
3.	Mrs. Harjeet Kaur	Instr. Art & Craft	
4	Ms. Jashan	Student	
5	Ms. Manjinder	Student	

**POINTS OF DISCUSSION :**


DISCUSSION ON THE APPLICATION RECEIVED FROM STUDENT WHO CAN'T PAY FULL COLLEGE FEE DURING COVID-19.

**PLAN OF ACTION-**

Meeting of the Grievance Redressal Cell on the discussion on the application received from the B.Ed students about fee problem . The duty was assigned to Mr. Dalwinder Singh clerk.

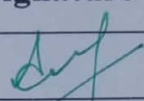
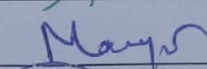
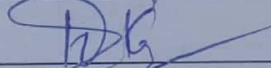
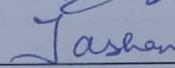
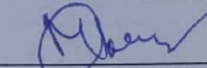
**ACTION TAKEN REPORT:**

Case of B.Ed students about fee problem was resolved by giving fee concession to the students.

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

**MEETINGS OF GRIEVANCE REDRESSAL CELL  
HELD ON 15.01.2021 IN PRINCIPAL OFFICE**

**MEMBERS PRESENT:**

Sr.No	Member	Designation	Signature
1.	Dr. Amandeep Kaur	Principal	
2.	Mrs. Manpreet Kaur	Assistant Professor	
3.	Mrs. Harjeet Kaur	Instr. Art & Craft	
4.	Ms. Jashan	Student	
5.	Ms. Manjinder	Student	

**POINTS OF DISCUSSION:**


DISCUSSION ON THE APPLICATION RECEIVED FROM OUR B.Ed STUDENTS TO PROVIDE ONLINE FACILITY FOR SUBMITTING COLLEGE FEE AMID COVID-19.

**PLAN OF ACTION :**

Meeting of the Grievance Redressal Cell for the discussion on the application received from the B.Ed students who had a problem for submitting fee physically in college due to Covid. So duty assigned to Mr. Dalwinder Singh (Accountant) to solve the problem and facilitate students for online transaction.

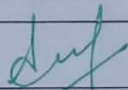
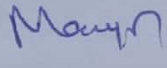
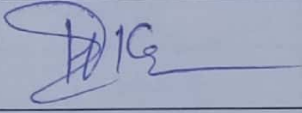
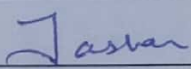
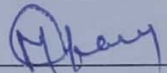
**ACTION TAKEN REPORT:**

Case was resolved by providing online fee transaction facility.

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

**MEETINGS OF GRIEVANCE REDRESSAL CELL  
HELD ON 02.02.2021 IN PRINCIPAL OFFICE**

**MEMBERS PRESENT:**

Sr. No	Member	Designation	Signature
1.	Dr. Amandeep Kaur	Principal	
2.	Mrs. Manpreet Kaur	Assistant Professor	
3.	Mrs. Harjeet Kaur	Instr. Art & Craft	
4	Ms. Jashan	Student	
5	Ms. Manjinder	Student	

**POINTS OF DISCUSSION:**


DISCUSSION ON THE APPLICATION RECEIVED FROM OUR ALUMNA WHOSE NAME WAS SKIPPED FROM THE BOARD OF ACHIEVEMENT IN 1993.

**PLAN OF ACTION :**

Meeting of the Grievance Redressal Cell on the discussion on the application received from B.Ed student whose name might be skipped from achievement board of B.Ed which is placed in the Reception area outside the principal office . The duty of correction/addition was assigned to Mrs. Harmeet Kaur Clerk to put her name as soon as possible.

**ACTION TAKEN REPORT :**

Mrs. Balwinder Kaur's name was added on Honour Board.

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

**MEETINGS OF GRIEVANCE REDRESSAL CELL HELD  
ON 30.04.2021 AT 11.30 AM IN PRINCIPAL OFFICE**

**MEMBERS PRESENT:**

Sr.No	Member	Designation	Signature
1.	Dr. Amandeep Kaur	Principal	
2.	Mrs. Manpreet Kaur	Assistant Professor	
3.	Mrs. Harjeet Kaur	Instr. Art & Craft	
4.	Ms. Jashan	Student	
5.	Ms. Manjinder	Student	

**POINTS OF DISCUSSION:**

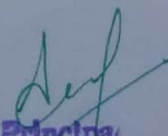
DISCUSSION ON THE APPLICATION RECEIVED FROM  
M.Ed STUDENT FOR THE CORRECTION IN PUPIN NO. ON HER DMC of  
M.Ed SEM. 1<sup>ST</sup>, 2<sup>ND</sup> AND 3<sup>RD</sup> .

**PLAN OF ACTION:**

Meeting of the Grievance Redressal Cell on the discussion on the application received from the M.Ed. student Kamaljeet Kaur whose pupin no was printed wrong in M.Ed DMC .The duty for rectification is assigned to Mr. Narinder Singh Clerk to get it done through university.

**ACTION TAKEN REPORT :**

Case of M.Ed. student Kamaljeet Kaur whose pupin no. was printed wrong in M.Ed DMC was resolved through university.

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



## Report of Meeting of Internal Assessment Committee

### Agenda Point

To collect awards of Internal Assessment and Sessional Work/Practical of M.Ed Class by 20<sup>th</sup> January 2021 as per College Roll No. in serial order (also mention University Roll No.) and as per the marks scheme given as below :-

**Class : M.Ed-I (Semester-I) Session 2020-22**

Paper	Course Code	Course Title	Internal Assessment	Practical
I	C01-PIE-I	Perspective in Education-I	20	10
II	C02-LLP-I	Learner & Learning Process-I	20	10
III	C03-ERS-I	Educational Research & Statistics-I	20	10
IV	C04-HOE-I	History of Education-I	20	10
V	C05-TED-I	Teacher Education-I	20	10

Each subject teacher teaching to M.Ed Class should submit the list of 100 marks split into the following six elements.

1. Written test 50 marks
2. Snap Test 15 Marks
3. Participation in Class Discussion 10 Marks
4. Term Paper / Assignment / Presentation 15 Marks
5. Attendance 10 Marks

**Total : 100 (Reduced to 20)**

### ACTION TAKEN

- The award lists of M.Ed Semester-1 were collected from respective teacher incharges and were uploaded on the University portal i.e. pgexam.puchd.ac.in
- The receiving was taken from the Panjab University Award Section on the hardcopy.

Evaluation Committee

Dr. Manjeet Kaur

Dr. Shally

Principal  
Principal

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

## Report of Meeting of Internal Assessment Committee

### Agenda Point

To collect awards of Internal Assessment and Sessional Work/Practical of B.Ed Class by 3<sup>rd</sup> March 2021 as per College Roll No. in serial order (also mention University Roll No.) and as per the marks scheme given as below :-

### Class B.Ed-I (Semester-I) Session 2019-21

S. No.	Paper	Nomenclature	Internal Marks
1.	F-1.1	Philosophical Bases of Education	10
2.	F-1.2	Growth & Development of the Learner	10
3.	F-1.3	Techniques of Teaching	10
4.	F-1.4	Education in Contemporary India	10
5.	F-1.5	ICT Skill Development	10
6.	P-1.1	Pedagogy-I	10
7.	P-1.2	Pedagogy-II	10
8.	EPC-1.1	Teaching Through Drama & Music	05
9.	EPC-1.2	Simple Expressional Competencies	05
10.	EPC-1.3	Participation in Sports & Yoga	25
11.	EPC-1.4	Pre-Internship	25

### ACTION TAKEN

- The award lists of B.Ed Semester-1 were collected from respective teacher incharges and were uploaded on the University portal i.e. ugexam.puchd.ac.in
- The receiving was taken from the Panjab University Award Section on the hardcopy.

Evaluation Committee

Dr. Manjeet Kaur

Dr. Shally

Principal  
Principal

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

Meeting of Guidance & Counseling Cell held on 11<sup>th</sup> Jan, 2021 at 11:30AM at Psychology Lab.

**Agenda of Meeting:**

- To conduct Workshop on SWOT Analysis for B.Ed, M.Ed & P.G Diploma in Guidance & Counseling students.

**Action Taken Report:**

- Two days Workshop on SWOT Analysis was conducted from 15<sup>th</sup> Jan, 2021 to 16<sup>th</sup> Jan, 2021 at Multimedia Lab. Dr. Sarvjeet Kaur and Mrs. Gurpreet Kaur Dhaliwal were the organizers of the Workshop.

**Members present**

- Dr. Sarvjeet Kaur *Sarvjeet Kaur*
- Dr. Shally *Shally*
- Ms. Preeti Sapna

Meeting of Guidance & Counseling Cell held on 22<sup>nd</sup> Jan, 2021 at 11:30AM at Psychology Lab.

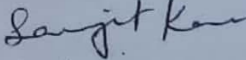
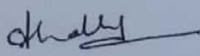
**Agenda of Meeting**

- Entry Level Testing of B.Ed Sem-I Students.

**Action Taken Report**

- Entry Level Testing executed from 25<sup>th</sup> to 27<sup>th</sup> Jan, 2021. It was done by using IQ Test Raven's Progressive Matrices. Students were classified on the basis of their IQ. Remedial measures were adopted by concerned teachers.

**Members present**

- Dr. Sarvjeet Kaur 
- Dr. Shally 
- Ms. Preeti Sapna

## Day Celebration Committee

Circular-1

Date: 25 June 2020

All the members of Day celebration committee are hereby informed that Meeting of Committee is scheduled on 29<sup>th</sup> June, 2020 to discuss and plan activities to be conducted during 01<sup>st</sup> July, 2020 to 31<sup>st</sup> October, 2020.

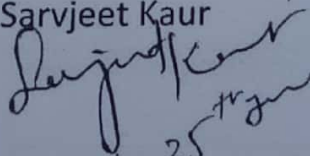
### Agenda of Meeting

1. Celebration of 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur ji
2. Teachers' Day Celebration
3. Birth Anniversary of Shaheed-E-Azam S. Bhagat Singh
4. Founders' Day Celebration
5. Save Mother Earth Seminar

All the members are requested to reach multipurpose hall at 11:00 A.M .

### In-charge

Dr. Sarvjeet Kaur

  
25<sup>th</sup> June 2020

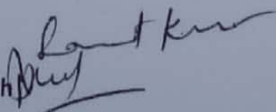
## Report of Minutes of Meeting

A meeting of Day Celebration Committee held on 29<sup>th</sup> June, 2020 at Multipurpose Hall of College. Following activities are planned for period of 01<sup>st</sup> July, 2020 to 31<sup>st</sup> October, 2020.

Sr. No	Name of Event	Date	Mode of Conduct	In-charge/s of Event
1	National Webinars to Commemorate of 400 <sup>th</sup> Birth Anniversary of Shri Guru Teg Bahadur Ji	14 <sup>th</sup> & 15 <sup>th</sup> July 2020	Online	Dr. Gurwinder Singh Mrs. Manpreet Kaur
2.	Quiz competition to Commemorate of 400 <sup>th</sup> Birth Anniversary of Shri Guru Teg Bahadur Ji	28 July, 2020	Online	Dr. Jagminder Kaur
3.	Poem Recitation Competition	28 July, 2020	Online	Dr. Kiran Duggal Dr. Sarvjeet Kaur
4.	Shabad Vichar Competition Commemorate of 400 <sup>th</sup> Birth Anniversary of Shri Guru Teg Bahadur Ji	28 <sup>th</sup> August, 2020	Online	Dr. Manjeet Kaur Dr. Shally
5	Teachers' Day Celebration	08 <sup>th</sup> Sept., 2020	Online	Dr. Sarvjeet Kaur Dr. Gurwinder Singh Dr. Jagminder Kaur
6	International Webinar on Life and Philosophy of Shaheed Bhagat Singh	30 <sup>th</sup> Sept., 2020	Online	Dr. Sarvjet Kaur Dr. Gurwinder Singh Dr. Jagminder Kaur
7	Founders' Day Celebration	21 October 2020	Offline	Dr. Gurwinder Singh Dr. Jagminder Kaur Mrs. Harjeet Kaur
8	Seminar, Inter School and Inter College Competition on Save Mother Earth	31 <sup>st</sup> October 2020	Online	Dr. Ajay Kumar Mrs. Gurpreet Dhaliwal

### Signature of Committee Members

1. Dr. Sarvjee tKaur
2. Dr. Gurwinder Singh
3. Dr. Jagminder Kaur

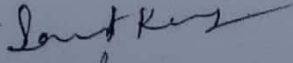
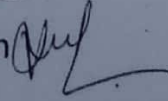


## Report of Minutes of Meeting

A meeting of Day Celebration Committee held on 31<sup>st</sup> October, 2020 at Multipurpose Hall of College. Following activities are planned for period of 01 November, 2020 to 28<sup>th</sup> February, 2021.

Sr.No	Name of Event	Date	Mode of Conduct	In-charge/s of Event
1	Covid Awareness Campaign & Vaccination Camp at College	19 <sup>th</sup> November 2020	offline	Dr. Gurwinder Singh Dr. Ajay Kumar
2.	Celebration of Birth Anniversary of Sri Guru Nanak Dev Ji	27 November 2020	Offline	Dr. Jagminder Kaur Dr. Gurwinder Singh Mrs. Harjeet Kaur
3.	Celebration of Lohri Festival	13 January 2021	Offline	Dr. Sarvjeet Kaur
4.	Celebration of Birth Anniversary of Sri Guru Gobind Singh Ji	23 <sup>rd</sup> January 2021	Offline	Dr. Gurwinder Singh Dr. Jagminder Kaur
5	Celebration of Basant Panchmi	16 <sup>th</sup> February 2021	Offline	Dr. Sarvjeet Kaur Dr. Jagminder Kaur

### Signature of Committee Members

1. Dr. Sarvjeet Kaur 
2. Dr. Gurwinder Singh 
3. Dr. Jagminder Kaur

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

**ALUMNI ASSOCIATION**

**Agenda of Virtual Alumni Meet (SANYOG)- February 22, 2021**

<b>Purpose of Alumni Meet</b>	(i) To discuss the importance of organizing Alumni Meets for the progress of the College.  (ii) To reconnect with the Alumni and celebrate their success and achievements.
<b>Chief Guest/ Resource Person</b>	Dr. Gurnam Singh, Dean, Performing and Visual Arts, GNDU, Amritsar
<b>Resource Person</b>	Dr. Mandeep Kocher, Vice-Principal BTTC, Mumbai.
<b>Coordinators</b>	Dr. Manjeet Kaur, Associate Professor Dr. Jagminder Kaur, Assistant Professor

  
**Principal**

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




# SCHEDULE FOR VIRTUAL ALUMNI MEET SANJOG 2021

ON

22.02.2021

Joining of Candidate and Power Point Presentation	:	9.45 a.m. to 10.05 a.m.
Shabad	:	10.05 a.m. to 10.10 a.m.
Introductory Words (Dr. Seema Chopra)	:	10.10 a.m. to 10.15 a.m.
Welcome Address (Principal Dr. Amandeep Kaur)	:	10.15 a.m. to 10.20 a.m.
College Profile (Mrs. Pushpinder Kaur)	:	10.20 a.m. to 10.25 a.m.
Introduction of Resource Person Dr. Gurnam Singh (Dr. Manjeet Kaur)	:	10.25 a.m. to 10.30 a.m.
Deliberation by Dr. Gurnam Singh Dean, Performing and Visual Arts, GNDU, Amritsar	:	10.30 a.m. to 11.30 a.m.
Introduction of Resource Person Dr. Mandeep Kochar (Dr. Shally)	:	11.30 a.m. to 11.35 a.m.
Deliberation by Dr. Mandeep Kochar, Vice Principal BTTC, Mumbai	:	11.35 a.m. to 12.05 p.m.
View Sharing by Alumnis (Moderator Dr. Seema Chopra)	:	12.05 p.m. to 12.45 p.m.
Vote of Thanks (Dr. Kiran Duggal)	:	12.45 p.m. to 12.50 p.m.
National Anthem	:	12.50 p.m.

  
Principal

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

# Examination Committee

## Circular-I

Dated: 5<sup>th</sup> June, 2020

All the members of Examination Committee are hereby informed that Meeting of Examination Committee is scheduled on 5<sup>th</sup> June, 2020 to discuss and plan House Test of B.Ed, M.Ed & PG Diploma in Guidance & Counseling.

### Agenda of Meeting

1. To prepare and display datesheet.
2. To discuss pattern of question paper.
3. Mode of Examination.
4. Mode of Evaluation.

Incharge

Dr. Kiran Duggal



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

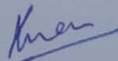
**Report of Meeting of Examination Committee held on 5<sup>th</sup> June, 2021**

**Action Taken**

- Date Sheet was prepared and circulated among staff and the students.
- Instructions to paper setters were given before commencement of the Paper.
- Soft copy of Papers were collected from subject incharges.
- Papers were conducted by online mode.
- PDFs were received and send to subject incharge for Evaluation.
- Award lists were collected.
- Records were maintained.

Examination Committee:

Dr. Kiran Duggal



Dr. Sarvjeet Kaur

Dr. Gurwinder Singh

Dr. Jagminder Kaur



Principal

(Dr. Amandeep Kaur)

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

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

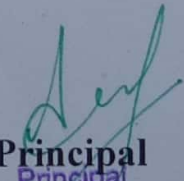
**Report of Meeting of PU Research Centre**

23<sup>rd</sup> Feb, 2021

A meeting of Research Centre Coordinators will be held on 3<sup>rd</sup> March, 2021.

**Agenda:**

- To start with the process of admission and teaching to Ph.D Scholars for Ph.D Research Work.

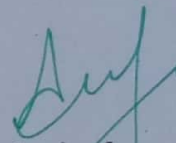
  
**Principal**  
Principal  
G.H.G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)

**Action Taken:**

A meeting of PU Research Centre Coordinators with Principal was held on 3<sup>rd</sup> March, 2021. The online admission and teaching strategies were discussed at large.



**Coordinators**



**Principal**

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

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

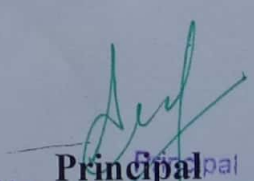
**Report of Meeting of Admission Committee**

30<sup>th</sup> June, 2021

A meeting of Admission Committee will be held on 10<sup>th</sup> July, 2021. All the teachers will come with their innovative inputs for increasing admission.

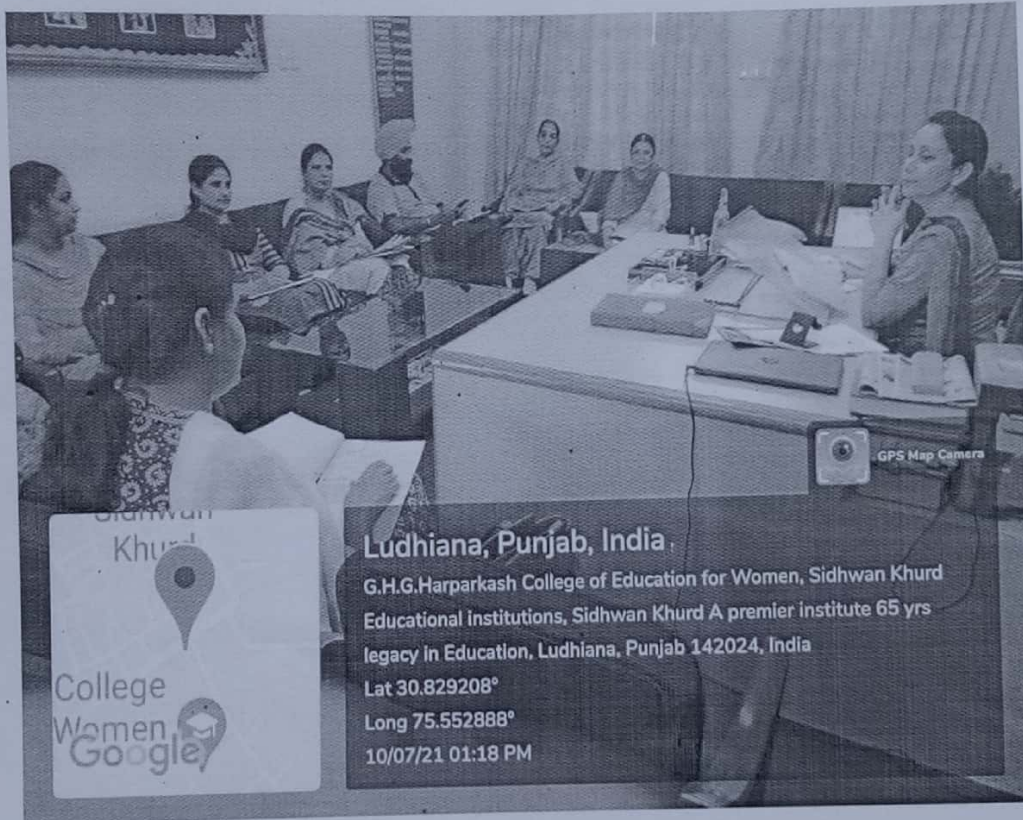
**Agenda:**

- Strategies for Admission and Counseling of students.

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

**Action Taken:**

A meeting of Admission Committee was held on 10<sup>th</sup> July, 2021. The teachers gave their inputs and they were assigned with the work of contacting graduate students for counseling.



**Coordinators**

Dr. Kiran Duggal

Dr. Manjeet Kaur

**Principal**

(Dr. Amandeep Kaur)  
Principal  
G.H.G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)

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

**Report of Meeting of Purchase Committee**

07.11.2020

A meeting of Purchase Committee will be held today on 7<sup>th</sup> Nov, 2020.

**Agenda:**

- Uniforms purchase for Class-IV employees.

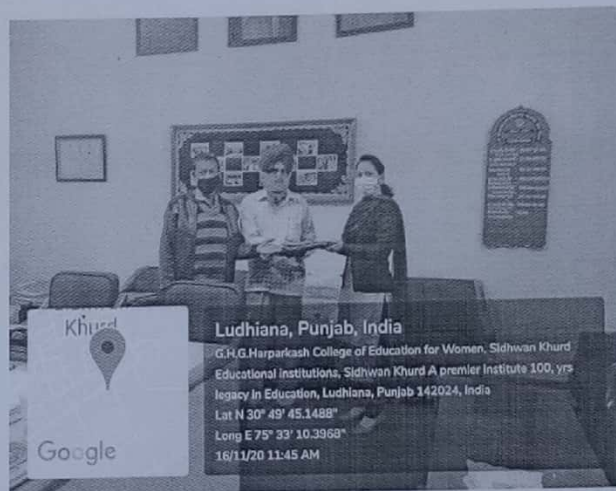
  
**Principal**

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



### Action Taken:

A meeting of Purchase Committee was held on 7<sup>th</sup> Nov, 2020. The committee members planned to visit JCT, Phagwara (cloth mill) on 12.11.2020 for purchase of uniforms for class-IV employees in bulk.



The uniforms were purchased and distributed to class-IV employees.

### Purchase Committee

Dr. Kiran Duggal

Mrs. Pushpinder Kaur

Mrs. Manpreet Kaur

Principal

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

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

**Report of Meeting of Anti-Ragging Committee**

10.11.2020

A meeting of Anti-Ragging Committee will be held today on 10<sup>th</sup> Nov,  
2020.

**Agenda:**

- To fill online Anti-Ragging undertakings.

  
**Principal**

**Action Taken:**

As per the guidelines of Hon'ble Supreme Court of India and the directions of UGC, students were instructed to submit an online Anti-Ragging undertaking on <https://antiragging.in>

**Purchase Committee**

Dr. Manjeet Kaur

Mrs. Harjeet Kaur

Mrs. Kiranjeet Kaur (Warden)

**Principal**

(Dr. Amandeep Kaur)

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

**Report of Meeting of Anti-Ragging Committee**

**11.11.2020**

All the faculty members of Anti-Ragging Committee are informed to attend a meeting on 11.11.2020.

**Agenda:**

- Student representative in Committee related to ragging.
- Notice boards to be erected in all prominent places and display Anti-Ragging provisions and penalties.

**Action Taken:**

- Student representatives were selected in Committee related to ragging.
- Flex printings/Board displaying Anti-Ragging provisions, Anti-Ragging helpline No. and details of Committee members were displayed.

**Purchase Committee**

Dr. Manjeet Kaur

Mrs. Harjeet Kaur

Mrs. Kiranjeet Kaur (Warden)

**Principal**

(Dr. Amandeep Kaur)