

**G.H.G. Harparkash College of Education for Women**  
Sidhwan Khurd, Ludhiana

**IQAC MEETING 10<sup>th</sup> July, 2020**

**AGENDA (IQAC 10<sup>th</sup> July, 2020).**

**Criterion -II Teaching Learning & Evaluation**

1. Conducting online Theory and Practical exams of B.Ed and M.Ed and PG Diploma in Guidance and Counselling

**Criterion -III Research & Outreach Activities**

2. Organizing National Level Workshop for the staff of Mentee institution on NAAC Assessment and Accreditation

**Criterion -V Student Support & Progression**

3. To celebrate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji..
4. To commemorate Birth Anniversary of Shaheed e Azam S. Bhagat Singh.
5. Observing Founder's Day of Sidhwan Institutes

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

6. To Organize Faculty Development Programme for college teachers on NAAC Assessment and Accreditation.
7. Conducting B.Ed admission during COVID-19 through online mode

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

8. Working on UGC Quality Mandate- PARAMARSH: To monitor the work/progress of Mentee Institutions on NAAC preparation.

Principal



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



IQAC Coordinator

**G.H.G HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**  
**Sidhwan Khurd (Ludhiana)**

**Resolution of 10<sup>th</sup> July, 2020**

**Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on**  
**10.7.2020 at 10.00 AM**

**Members Present:**

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

Dr. Seema Chopra, Coordinator

Dr. Kiran Duggal and Mrs. Pushpinder Kaur, Administrative officer

Dr. Hardip Singh Sur, Manager SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Manjeet Kaur

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

**Technical Staff:**

Mrs. Manpreet Kaur

Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi

Dr. Khushwinder Kumar

**Community Representatives**

Er. Sanjeev Sood

Dr. Purshotam

**Employers**

Dr. Puneet Sohi

Mr. Pawan Sood

### **Alumni Representatives**

Mrs. Bhupinder Kaur (Principal)

Mrs. Jatinder Kaur (Principal)

### **Students Representatives**

Ms. Avneesh Kaur

Ms. Ramandeep Kaur

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

### **AGENDA POINTS :**

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

- 1. Agenda Point:- Conducting online Theory and Practical exams of B.Ed and M.Ed and PG Diploma in Guidance and Counseling.**

#### **IQAC Resolved:**

- The College should make necessary arrangements and provide guidelines to students and staff for the smooth conduct of online theory and practical exams of B.Ed, M.Ed and PG Diploma in Guidance and Counseling.

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

- 2. Agenda Point:- Organizing National Level Workshop for the staff of Mentee institution on NAAC Assessment and Accreditation**

#### **IQAC Resolved:**

- It was suggested to organize online National level Seven Day Faculty Development Programme for college teachers on NAAC Assessment and Accreditation to make them fully aware about each criterion. The teachers from other institutions all over India will participate

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

• **Agenda Point:-** To celebrate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji.  
**IQAC Resolved:**

- College should organized webinar and different competitions with theme "Sri Guru Teg Bahadur Ji" to mark his 400<sup>th</sup> Birth Anniversary.

4. **Agenda Point:-**To commemorate Birth Anniversary of Shaheed e Azam S. Bhagat Singh.

**IQAC Resolved**

A Webinar is to be conducted to commemorate Birth Anniversary of Shaheed e Azam S. Bhagat Singh.

5. **Agenda Point:-**Observing Founder's Day of Sidhwan Institutes

**IQAC Resolved:**

- Founder's Day of Sidhwan Institutions will be observed offline/online keeping in view the COVID-19 situation in the Month of October.

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

6. **Agenda Point:-**To Organize Faculty Development Programme for college teachers on NAAC Assessment and Accreditation.

**IQAC Resolved:**

- It was suggested that college should organized faculty development program for the staff on NAAC Assessment and Accreditation process and parameters.

7. **Agenda Point:-**Conducting B.Ed admission during COVID-19 through online mode.

**IQAC Resolved:**

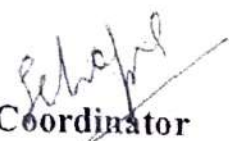
- It was suggested to guide students about online process of B.Ed Admission during COVID-19 and to open helpdesk for admission.


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

8. **Agenda Point:-**Working on UGC Quality Mandate- PARAMARSH To monitor the work/progress of Mentee Institutions on NAAC preparation


**IQAC Resolved:**

- A meeting of Principals and Coordinators of Mentee Institutions should be conducted offline/online as per COVID-19 instructions to monitor their work and to guide them further.

  
**IQAC Coordinator**

  
**Principal**

**IQAC Chairperson**


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




# Duties to accomplish Program of Action of IQAC Meeting 10 July, 2020.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criterion 2:</b> <ul style="list-style-type: none"> <li>Conducting Online Theory and Practical exam of B.Ed and M.Ed and PG Diploma in Guidance and Counselling</li> </ul>	Dr. Kiran Duggal Dr. Gurwinder Singh Dr. Sarvjeet Kaur Dr. Jagminder Kaur Dr. Jaspreet Kaur Mrs. Harjeet Kaur (Practical Exams)
2	<b>Criterion 3:</b> Organizing National Level Workshop for the staff of Mentee institution on NAAC Assessment and Accreditation	Criterion Wise teachers
3	<b>Criterion 5</b> To celebrate 400 <sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji.	<b>Webinar</b> Dr. Gurwinder Singh Mrs. Manpreet Kaur <b>Quiz</b> Dr. Jagminder Kaur Dr. Jaspreet Kaur <b>Poem Recitation</b> Dr. Kiran Dr. Saravjeet Kaur <b>Webinar</b> Dr. Seema Chopra Dr. Ajay Kumar <b>PPT Presentation</b> Dr. Manjit Kaur Dr. Shally
4	To commemorate Birth Anniversary of Shaheed e Azam S. Bhagat Singh.	Dr. Gurwinder Singh Dr. Jagminder Kaur
5	Observing Founder's Day of Sidhwan Institutes	Gurudwara Committee
6	<b>Criterion 6:</b> To Organize Faculty Development Programme for college teachers on NAAC Assessment and Accreditation	Criterion Wise Teachers
7	Conducting B.Ed admission during COVID-19 through online mode	Admission Committee
8	<b>Criterion 7:</b> Working on UGC Quality Mandate-PARAMARSH: To monitor the work/progress of Mentee Institutions on NAAC preparation.	Project Team

  
 IQAC Coordinator

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

  
 Principal  
 IQAC Chairperson

# **GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**

**Sidhwan Khurd (Ludhiana)**

## **ACTION TAKEN REPORT**

**of  
Internal Quality Assurance Cell (IQAC) meeting held on 10.07.2020**

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

#### **Agenda Point:**

- **Conducting Online Theory and Practical exam of B.Ed and M.Ed and PG Diploma in Guidance and Counselling**

#### **Action taken**

1. Online Practical Exams of B.Ed 2<sup>nd</sup> and 4<sup>th</sup> sem and M.Ed 2<sup>nd</sup> and 4<sup>th</sup> sem were conducted by College teachers in the month of August.
2. Online Practical Exams of B.Ed 4<sup>th</sup> sem were conducted by teacher incharges from 14<sup>th</sup> to 16<sup>th</sup> September 2020
3. Demonstration was given to students about how to make pdf of Answer sheets through laptop and mobile and how to send email
4. Path Sri Sukhmani Sahib Ji was recited by Staff and Students to pray for students success in final examination. Students participated through online mode on 15<sup>th</sup> September, 2020.
5. Punjab University Online Theory Examination of B.Ed , M.Ed and PG Diploma were conducted from 17<sup>th</sup> September to 1<sup>st</sup> October 2020

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

#### **Agenda Point:**

**Organizing National Level Workshop for the staff of Mentee institution**

#### **Action Taken**

6. National level Workshop on NAAC Accreditation Process and Parameters (Under UGC PARAMARSH Scheme) was organized by Internal Quality Assurance cell of the college from 12<sup>th</sup> September to 19<sup>th</sup> September, 2020.

### **Criterion 5: Student Support & Progression**

#### **Agenda Point:**

- **To celebrate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji.**
- **To commemorate Birth Anniversary of Shaheed e Azam S. Bhagat Singh.**

## Observing Founder's Day of Sidhwan Institutes

### Action taken

7. Our college organized National Webinar to celebrate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji under the Patronage of department of Higher Education, Punjab in collaboration with Department of Youth Welfare, Chandigarh on 14<sup>th</sup> and 15<sup>th</sup> July 2020.
8. Online Inter college Quiz was conducted to Commemorate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji on 28<sup>th</sup> July 2020.
9. Online Inter college Poem Recitation Competition was organized by college to Commemorate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji on 28<sup>th</sup> July 2020.
10. One Day National Webinar to celebrate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji was organized by the college. Professor Sarabjeet Singh, Director University, Counselling and Placement cell, Punjab Agriculture University, Ludhiana was the resource person.
11. Shabad Vichar State Level Competition to Celebrate 400<sup>th</sup> Birth Anniversary of Sri Guru Teg Bahadur Ji was organised in the college on 26<sup>th</sup> August 2020.
12. Inter National Webinar to commemorate 113<sup>th</sup> birth anniversary of Shaheed-E-Azam S. Bhagat Singh was organized on 30<sup>th</sup> September, 2020.
13. Founders Day was observed to commemorate revered founders of Sidhwan Institution on 21<sup>st</sup> October, 2020 in college.

### Criterion 6: Governance, Leadership and Management

#### Agenda Point:

- To Organize Faculty Development Programme for Mentee Institutions for college teachers on NAAC Assessment and Accreditation.
- Conducting B.Ed admission during COVID-19 through online mode

### Action taken

14. College level one week Faculty Development Programme on NAAC Accreditation process and parameters was organized from 19<sup>th</sup> to 27<sup>th</sup> August 2020. Faculty members discussed process of Accreditation.
15. The portal for joint B.Ed admission (Punjab) 2020 was opened for colleges to fill mandatory proforma and documents from 22<sup>nd</sup> September, 2020.



- Online Application form and counselling schedule for B.Ed admission was uploaded on the website of Punjabi University, Patiala on 15<sup>th</sup> October, 2020.
17. Online registration for B.Ed was started by Punjabi University, Patiala on 21<sup>st</sup> October, 2020.
  18. College has its own Help desk for conducting admission and for handling the queries of student telephonically.

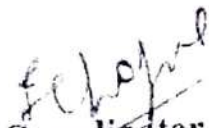
### **Criterion 7: Institutional value and Best Practices**

#### **Agenda Point:**


- Working on UGC Quality Mandate- PARAMARSH: To monitor the work/progress of Mentee Institutions on NAAC preparation.

#### **Action Taken**

- 19 UGC PARAMARSH team of the college organized a meeting with Principals and Coordinators of mentee institution on NAAC accreditation process in the college on 12<sup>th</sup> October, 2020.

  
IQAC Coordinator

Principal  
IQAC Chairperson

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

**G.H.G. Harparkash College of Education for Women**  
**Sidhwan Khurd, Ludhiana**

**IQAC MEETING 23<sup>rd</sup> October, 2020**

**AGENDA (IQAC 23<sup>rd</sup> OCTOBER, 2020)**

**Criterion- I Curricular Aspects**

1. Preparing Academic Calendar and Consolidated College Calendar. (Delayed session due to COVID-19 situation)
2. Organizing orientation for New Teachers.

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

3. Launching LMS for college students and Staff.

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

4. Organizing Webinar(online) on Save Mother earth.
5. Organizing National webinar on NEP 2020.
6. Conducting RT-PCR testing of all the staff of Sidhwan Institutes.

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

7. To make sure smooth Internet facility and wider bandwidth.
8. To give a new facelift to play grounds.

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

9. Celebrating Parkash purab of Shri Guru Nanak Dev ji.

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

10. To get approval for Ph.D Guideship of three faculty members for their long pending cases with University.
11. Equipping faculty for e- content development.
12. To purchase and distribute uniforms for class IV employees of college.

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

13. Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME.
14. Sensitizing students towards Environmental Problems

**Principal**

*Chopra*  
**IQAC Coordinator**



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

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

Resolution of 23<sup>rd</sup> October, 2020

Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on  
23<sup>rd</sup>.10.2020 at 10.00 AM

**Members Present:**

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

Dr. Seema Chopra, Coordinator

Dr. Kiran Duggal and Mrs. Pushpinder Kaur, Administrative officer

Dr. Hardip Singh Sur, Manager SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Manjeet Kaur

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

**Technical Staff:**

Mrs. Manpreet Kaur

Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi

Dr. Khushwinder Kumar

**Community Representatives**

Er. Sanjeev Sood

Dr. Purshotam

**Employers**

Dr. Puneet Sohi

Mr. Pawan Sood



### **Alumni Representatives**

Mrs. Bhupinder Kaur (Principal)  
Mrs. Jatinder Kaur (Principal)

### **Students Representatives**

Ms. Avneesh Kaur  
Ms. Ramandeep Kaur

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

### **AGENDA POINT:**

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

1. **Agenda Point:-**Preparing Academic Calendar and Consolidated College Calendar.  
(Delayed session due to COVID-19 situation)

#### **IQAC Resolved:**

- College should prepare Academic Calendar and Consolidated College Calendar for the Session 2020-21.

2. **Agenda Point:-**Organizing orientation for New Teachers.

#### **IQAC Resolved:**

- It was suggested that Senior staff member should be assigned duty to organize Teachers' Induction Programme for newly appointed teachers.

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

3. **Agenda Point:-**Launching LMS for college students and Staff.

#### **IQAC Resolved:**

- College should launch LMS for college students and Staff for conducting online teaching and for e-services to students.

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

4. **Agenda Point:-**Organizing Seminar on Save Mother earth

**IQAC Resolved:**

- College should organized online Seminar on Save Mother earth keeping in view COVID-19 crisis. Different competitions can also be organized online.

5. **Agenda Point:-**Organizing Webinar on NEP 2020.

**IQAC Resolved:**

- Institute should organized National webinar on NEP 2020.

6. **Agenda Point:-**Conducting RT-PCR testing of all the staff of Sidhwan Institutes.

**IQAC Resolved:**

- It was suggested to conduct RT-PCR testing of all the staff of Sidhwan Institutes as per the guidelines of Punjab Govt. taking services of Civil Hospital, Jagraon.

**Criterion- IV Infrastructure and learning resources**

7. **Agenda Point:-**To make sure smooth Internet facility and wider bandwidth.

**IQAC Resolved:**

- It was suggested that Internet provider can be switched and a plan of wider bandwidth more than 30 Mbps should be taken.

8. **Agenda Point:-**To give a new facelift to play grounds.

**IQAC Resolved:**

- It was decided that all the play ground should be clubbed together to make it a stadium and a defined boundary should be marked.

**Criterion-V Student Support & Progression**

9. **Agenda Point:-**Celebrating Parkashpurab of Shri Guru Nanak Dev ji.

**IQAC Resolved:**

- Staff should make arrangements to celebrate Parkashpurab of Shri Guru Nanak Dev ji and also instruct all staff and students to follow COVID-19 precautions.

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

10. **Agenda Point:-**To get approval for Ph.D Guide ship of three faculty members for their long pending cases with University.

**IQAC Resolved:**

- College should take necessary steps to get approval from Panjab University for Ph.D. Guideship for three faculty members

11. **Agenda Point:-**Equipping faculty for e- content development.

**IQAC Resolved:**

- A workshop (in house) should be organized for college faculty on e- content development.

13. **Agenda Point:-**To purchase and distribute uniforms for class IV employees of college.

**IQAC Resolved:**

- College will purchase uniform for class-IV employees and will distribute them.

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

14. **Agenda Point:-**Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME.

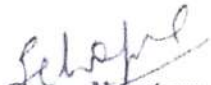
**IQAC Resolved:**

- College is to organize several meetings with Mentee institutions under UGC PARAMARSH Scheme on different criterions.


15. **Agenda Point:-**Sensitizing students towards Environmental Problems.

**IQAC Resolved:**

A Seminar should be organized on Environmental Problems to sensitize students on the said issue.

  
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 23<sup>rd</sup> OCTOBER, 2020.**

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criterion I:</b> Preparing Academic Calendar and Consolidated College Calendar. (Delayed session due to COVID-19 situation)	Dr. Seema Chopra Dr. Kiran Duggal
2	Organizing orientation for New Teachers.	Dr. Seema Chopra Dr. Kiran Duggal
3	<b>Criterion II:</b> Launching LMS for college students and Staff?	ICT Committee
4	<b>Criterion-III</b> Organizing Seminar on Save Mother earth	All Teaching Staff
5	Organizing Webinar on NEP 2020.	Dr. Gurwinder Singh Dr. Shally
6	Conducting RT-PCR testing of all the staff of Sidhwan Institutes.	Dr. Amandeep Kaur (Principal)
7	<b>Criterion -IV</b> To make sure smooth Internet facility and wider bandwidth.	Mr. Dalwinder Singh (Clerk)
8	To give a new facelift to play grounds.	Mrs. Gurpreet Kaur (DPE)
9	<b>Criterion -V</b> Celebrating Parkashpurab of Shri Guru Nanak Dev ji.	Gurudwara Committee
10	<b>Criterion -VI</b> To get approval for Ph.D Guide ship of three faculty members for their long pending cases with University.	Dr. Amandeep Kaur (Principal)
11	Equipping faculty for e- content development.	Dr. Manjeet Kaur Dr. Shally Dr. Ajay Mrs. Manpreet Kaur
12	To purchase and distribute uniforms for class IV employees of college	Dr. Amandeep Kaur (Principal) Mrs. Manpreet Kaur
13	<b>Criterion -VII</b> Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME	Project Team
14	Sensitizing students towards Environmental Problems	All Teaching Staff

IQAC Coordinator

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

Principal  
IQAC Chairperson



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

**ACTION TAKEN REPORT**

of

**Internal Quality Assurance Cell (IQAC) meeting held on 23.10.2020**

**Criterion1: Curricular Aspect:**

**Agenda Point:**

- **Preparing Academic Calendar and Consolidated College Calendar.  
(Delayed session due to COVID-19 situation)**
- **Organizing orientation for New Teachers**

**Action taken:**

1. University provide Annual Academic calendar (semester wise) to colleges on 22.07.2020
2. Our college prepare Academic College calendar and Consolidated college calendar keeping in view the university academic calendar.
3. Faculty Induction programme was conducted by Senior teachers for new young teachers on 30<sup>th</sup> march 2021.

**Criterion 2 Teaching Learning & Evaluation**

**Agenda Point:**

- **Launching LMS for college students and Staff**

**Action taken**

4. The College launched LMS for managing online learning of students and for e services to the students on 28<sup>th</sup> October,2020
5. Dr. Gurwinder Singh Assistant Prof. conducted workshop on usage of LMS developed by the college on 10<sup>th</sup> November, 2020.

**Criterion-III Research and outreach Activities**

**Agenda Point:**

- **Organizing Seminar on Save Mother earth**
- **Organizing Webinar on NEP 2020.**
- **Conducting RT-PCR testing of all the staff of Sidhwan institutes.**

#### Action taken

6. 67<sup>th</sup> Annual Bhai Narain Singh ji Memorial Seminar on Save Mother Earth was organized by Sidhwan Institutions on 31<sup>st</sup> October, 2020.
7. Dr. Surinder Singh Kukal, Member, water Regulatory and Development Authority, Punjab was the speaker.
8. One-day National Webinar on theme 'National Education Policy-2020' was conducted in the college on 11<sup>th</sup> November, 2020.
9. RT-PCR Testing for Covid-19 was conducted in the college in collaboration with SMO, Civil Hospital, Jagraon on 19 November, 2020.

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

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

- To make sure smooth Internet facility and wider bandwidth.
- To give a new facelift to play grounds.

##### **Action taken**

10. College has switched to new internet service provider for wider bandwidth of 200 mbps with fibre service and increase in speed of internet.

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

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

- Celebrating Parkashpurab of Shri Guru Nanak Dev ji.

##### **Action taken**

11. Parkashpurab of Shri Guru Nanak Dev ji was celebrated in the college campus on 27<sup>th</sup> November, 2020.

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

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

- To get approval for Ph.D. Guide ship of three faculty members for their long pending cases with University.
- Equipping faculty for e- content development
- To purchase and distribute uniforms for class IV employees of college

##### **Action taken**

12. The case was taken up with dept. of Education, Punjab University, Chandigarh by the Principal Dr. Amandeep Kaur and three faculty members got approval from Punjab University Chandigarh to act as Ph.D guide on 29<sup>th</sup>

October, 2020.

13. Three days workshop (college level) on easy ways of developing e-content was organized in the college for faculty from 9<sup>th</sup> to 11 December, 2020.
14. College purchased and distribute uniforms for class IV employees of the college on 20<sup>th</sup> November, 2020.
15. The Principal donated sports shoes to all the class iv employees.

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

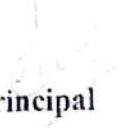
#### **Agenda Point:**


- **Organizing Meeting of Mentee institution under UGC PARAMARSH SCHEME.**
- **Sensitizing students towards Environmental Problems**

#### **Action taken**

16. UGC PARAMARSH team of the college organized a meeting with Principals and coordinators of mentee institutions on NAAC accreditation process in the college campus on 12<sup>th</sup> October, 2020.
17. A meeting with NAAC coordinators of mentee institution was held in the college to discuss criterion 2<sup>nd</sup> and criterion 3<sup>rd</sup> on 9<sup>th</sup> November, 2020.
18. Inter college competition were organized on theme 'Save Mother Earth' along with seminar on 31<sup>st</sup> October, 2020 to sensitize students towards environment problem.

  
IQAC Coordinator

  
Principal  
IQAC Chairperson

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

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

**AGENDA**  
**of**  
**Internal Quality Assurance Cell (IQAC) meeting**  
**to be held on 28.12.2020**

All the members of IQAC are requested to attend the online meeting to be held on 28<sup>th</sup> December, 2020 at 10.00 am. The broad Agenda of the Meeting is **Resource Mobilization**, which will be discussed in the light of all seven Criteria. The Agenda points are as follows:

**Criterion 1: Curricular Aspect:**

**Agenda Point:**

- To facilitate Human Resource Development of Students.

**Criterion 2 Teaching Learning & Evaluation**

**Agenda Point:**

- Students Satisfaction Survey
- Internship for Development of Skills

**Criterion 3: Research and Outreach Activities**

**Agenda Point:**

- To update the existing Research policy for faculty's development.
- To organize programme for Community.
- Sensitization of students towards social issues.

**Criterion 4: Infrastructure and & Learning Resources**

**Agenda Point:**

- Online courses for Students
- E Content development workshop for Faculty.

**Criterion 5: Student Support & Progression**

**Agenda Point:**

- Skill Enhancement Initiatives to develop student resources.

**Criterion 6: Governance, Leadership and Management**


**Agenda Point:**

- Capacity Building programme for developing Resources of Non Teaching Staff.

**Criterion 7: Institutional value and Best Practices**

**Agenda Point:**

- To develop Community Resources.
- Working on Quality Mandates given by UGC.
- Enhancing Green Landscaping in campus.
- Extension Lecture on Energy Audit.

  
IQAC Coordinator

  
Principal  
Principal  
IQAC Chairperson



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

**Resolution of 28<sup>th</sup> Dec, 2020**

**Minutes of the online meeting of Internal Quality Assurance Cell  
(IQAC) held on 28.12.2020 at 10.00 AM**

**Members Present:**

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

Dr. Seema Chopra, Administrative Officer

Dr. Kiran Duggal, Coordinator, IQAC

Dr. Hardip Singh Sur, Manager SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Manjeet Kaur

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

**Technical Staff:**

Mrs. Manpreet Kaur

Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi

Dr. Khushwinder Kumar

**Community Representatives**

Er. Sanjeev Sood

Dr. Purshotam Singh

**Employers**

Mrs. Jatinder Kaur

Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

**Students Representatives**

Ms. Disha,

Ms. Manali Dubey

Ms. Hardeep Kaur

Ms. Harsimran Kaur

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

### **AGENDA POINTS :**

#### **Criterion I: Curricular Aspect:**

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

- To facilitate Human Resource Development of Students.

##### **IQAC Resolve:**

- (i) Value Added Courses should be provided to the students to develop their potentialities.
- (ii) An orientation/ Student Induction Program and Teacher Orientation/Induction Program as usual will be organized.
- (iii) Take feedback from Students and Teachers.
- (iv) To improve services to students Learning Management System can be purchased and launched.
- (v) Wi-Fi signal should be reachable to all the corners of main building.

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

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

- Students Satisfaction Survey
- Internship for Development of Skills.

##### **IQAC Resolve:**

- (i) Entry level testing of new students should be done.
- (ii) Conduct Student Satisfaction Survey.
- (iii) Organize workshops to enhance skills among prospective teachers.

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

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

- To update the existing Research policy for faculty's development.
- To organize programme for Community.
- Sensitization of students towards social issues.

##### **IQAC Resolve:**

- (i) Hold a staff meeting to renew the Research Policy of the College.
- (ii) Some charity activities can be organized as Community Outreach Program.
- (iii) Organize lectures on some social issues.
- (iv) Webinar can be organized on Research Publication

#### **Criterion 4: Infrastructure and & Learning Resources**

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

- Online courses for Students
- E Content development workshop for Faculty.

### **IQAC Resolve:**

- (i) In house workshop for e-content Development should be organized.
- (ii) Motivate students to attend MOOCS on 'SWAYAM'.

### **Criterion 5: Student Support & Progression**

#### **Agenda Point:**

- Skill Enhancement Initiatives to develop student resources.

#### **IQAC Resolve:**

- (i) Organize capacity building workshops for students.
- (ii) Organize workshop on 'SWOT Analysis' and e-content Development.

### **Criterion 6: Governance, Leadership and Management**

#### **Agenda Point:**

- Capacity Building Program for developing Resources of Non Teaching Staff.

#### **IQAC Resolve:**

- (i) Some Capacity Building Programs can be organized for non-teaching staff also.

### **Criterion 7: Institutional value and Best Practices**


#### **Agenda Point:**

- To develop Community Resources.
- Working on Quality Mandates given by UGC.
- Enhancing Green Landscaping in campus.
- Extension Lecture on Energy Audit.

#### **IQAC Resolve:**

- (i) The Institution can serve the community by organizing some free courses and activities.
- (ii) The project team of 'PARAMARSH' will help the mentee Institutions to conduct various activities.
- (iii) Add more seasonal plants to the Green Landscaping of the college.

  
IQAC Coordinator

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



**Duties to accomplish Program of Action of IQAC  
Meeting 28 Dec, 2020.**

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criterion 1:</b> To facilitate Human Resource Development of Students.	Dr. Sarvjeet Kaur <i>Sarvjeet</i>
3	<b>Criterion 2:</b> Students Satisfaction Survey	Dr. Shally <i>Shally</i>
4	Internship for Development of Skills	Dr. Gurwinder Singh <i>Gurwinder</i>
6	<b>Criterion 3:</b> To update the existing Research policy for faculty's development.	Dr. Kiran Duggal Dr. Shally <i>Kiran</i> <i>Shally</i>
7	To organize programs for Community.	Dr. Manjeet Kaur Dr. Gurwinder Singh <i>Manjeet</i> <i>Gurwinder</i>
8	Sensitization of students towards social issues	Dr. Jagminder Kaur <i>Jagminder</i>
9	<b>Criterion 4:</b> Online courses for Students	Mrs. Manpreet Kaur <i>Manpreet</i>
10	E Content development workshop for Faculty.	Dr. Shally Dr. Gurwinder Singh Mrs. Manpreet Kaur <i>Shally</i> <i>Gurwinder</i> <i>Manpreet</i>
11	<b>Criterion 5:</b> Skill Enhancement Initiatives to develop student resources.	Dr. Sarvjeet Kaur Dr. Ajay Pathania <i>Sarvjeet</i> <i>Ajay</i>
12	<b>Criterion 6:</b> Capacity Building program for development of Non Teaching Staff.	Dr. Manjeet Kaur <i>Manjeet</i>
15	<b>Criterion 7:</b> To develop Community Resources.	Dr. Gurwinder Singh <i>Gurwinder</i>
16	Working on Quality Mandates given by UGC	All Staff Members
17	Enhancing Green Landscaping in campus.	Dr. Ajay Pathania <i>Ajay</i>
18	Extension Lecture on Energy Audit.	Dr. Shally <i>Shally</i>

IQAC Coordinator

*Devi*  
Principal  
IQAC Chairperson

G. H. S. Harparash College  
of Education for Women  
SOHWAN KHURD (Dist. ...)





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

**ACTION TAKEN REPORT**  
of  
**Internal Quality Assurance Cell (IQAC) meeting held on**  
**28.12.2020**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of Education for Women)  
Dr. Seema Chopra, Coordinator, IQAC  
Dr. KiranDuggal, Administrative Officer  
Dr. Hardip Singh Sur, Manager SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Manjeet Kaur  
Dr. Sarvjeet Kaur  
Dr. Shally  
Dr. Gurwinder Singh  
Dr. Jagminder Kaur  
Dr. Jaspreet Kaur  
Dr. Ajay Kumar

**Technical Staff:**

Mrs. Manpreet Kaur  
Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi

**Community Representatives**

Er. Sanjeev Sood  
Dr. Purshotam Singh

**Employers**

Dr. Puneet Sohi  
Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

**Students Representatives**

Ms. Disha,  
Ms. Manali Dubey  
Ms. Hardeep Kaur

The broad Agenda of the Meeting was **Resource Mobilization**, which was discussed in the light of all seven Criterion. The Agenda points along with Action Taken Report is as follows.

**Criterion1: Curricular Aspect:**

**Agenda Point:**

- To facilitate Human Resource Development of Students.

**Action Taken:**

1. Two Value Added Courses were organized for students on the theme Communication Skills and Digital Literacy from 1<sup>st</sup>Feb, 2021 to 7<sup>th</sup>Feb, 2021.
2. Student Induction Programme was organized in elaborative manner from 19<sup>th</sup>Jan, 2021 to 27<sup>th</sup>Jan, 2021.
3. Feedback is taken from Students and Teachers.
4. Learning Management System (Customized for college) purchased from vendor and is used for teaching online.
5. New Teachers' Orientation Programme was organized on 14<sup>th</sup>Jan, 2021.
6. Students were motivated to attend courses from SWAYAM.
7. More routers installed to ensure campus' wi- fi feature.

**Criterion 2 Teaching Learning & Evaluation**

**Agenda Point:**

- Students Satisfaction Survey
- Internship for Development of Skills

**Action taken**

8. Entry level testing of new entrants was done on 25<sup>th</sup>Jan, 2021.
9. Students Satisfaction Survey was conducted.
10. 7<sup>th</sup> Days Workshop on enhancing teaching skills among prospective teachers was organized from 9<sup>th</sup> March, 2021 to 18<sup>th</sup> March, 2021.
11. Workshop for students on E-Content Development was organized from 28<sup>th</sup> Jan, 2021 to 30<sup>th</sup> Jan, 2021.

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

#### **Agenda Point:**

- To update the existing Research policy for faculty's development.
- To organize programme for Community.
- Sensitization of students towards social issues.

#### **Action Taken**

12. Research Policy of Institution was improved and updated on 16<sup>th</sup> Jan, 2021.
13. Community outreach program was organized in form of visit and Charity to 'Manukhta di Sewa Society' on 16<sup>th</sup> Feb, 2021.
14. Teaching and Non-teaching staff Participated in 'Kisaan Andolan Dharna' at Chowkiman against Farm Laws enacted by Govt. of India on 16<sup>th</sup> Jan, 2021.
15. A lecture on theme 'Choose to Challenge' was organized to sensitize students towards social issue of Gender Inequality on International Women's Day on 8<sup>th</sup> March, 2021.
16. Two days National Webinar on 'Nuances of Academic Writing and Research Publications' was organized from 24<sup>th</sup> Feb to 25<sup>th</sup> Feb, 2021.

### **Criterion 4: Infrastructure and & Learning Resources**

#### **Agenda Point:**

- Online courses for Students
- E Content development workshop for Faculty.

#### **Action taken**

17. A Workshop on E Content development was organized for faculty.
18. 6 students registered themselves for MOOCS on 'SWAYAM'.

### **Criterion 5: Student Support & Progression**

#### **Agenda Point:**

- Skill Enhancement Initiatives to develop student resources.

#### **Action taken**

19. Skill Enhancement initiatives were taken for students by organizing 7 days capacity building and skill enhancement workshop was organized for the students from 19<sup>th</sup> Jan, 2021 to 27<sup>th</sup> Jan, 2021.
20. E Content Development workshop was organized for students from 28<sup>th</sup> Jan, 2021 to 30<sup>th</sup> Jan, 2021.
21. Workshop on SWOT analysis was organized for students on 15<sup>th</sup> & 16<sup>th</sup> Jan, 2021.

## **Criterion 6: Governance, Leadership and Management**

### **Agenda Point:**

- Capacity Building programme for developing Resources of Non Teaching Staff.

### **Action Taken**

22. Capacity Building programme was organized for Office staff from 18<sup>th</sup> Jan, 2021 to 21<sup>st</sup> Jan, 2021.
23. Capacity Building programme was organized for supporting staff on 16<sup>th</sup> Jan, 2021.

## **Criterion 7: Institutional value and Best Practices**

### **Agenda Point:**


- To develop Community Resources.
- Working on Quality Mandates given by UGC.
- Enhancing Green Landscaping in campus.
- Extension Lecture on Energy Audit.

### **Action Taken**

24. To serve the community One Month free of cost certificate course in Basics of Computers and Stitching & Embroidery were started in College Campus from 23<sup>rd</sup> Feb to 24<sup>th</sup> March, 2021.
25. PARAMARSH Project Team focused on Mentee institutions' activities for preparation of NAAC.
26. Green Landscaping is enhanced.

The meeting came to end by thanking all the members for their constructive suggestions and for sparing their time for this academic accomplishment.

  
IQAC Coordinator

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



**GHG Harparkash College of Education for Women  
Sidhwan Khurd, Ludhiana**

**AGENDA  
OF  
IQAC MEETING 31<sup>st</sup> March, 2021**

All the IQAC members are requested to attend the meeting of session 2020-2021 of IQAC scheduled on 31<sup>st</sup> March, 2021 at 10:30AM through on-line mode. The sequence of events will be as follows:

1. Briefing of Action taken Report of IQAC meeting dt. 28<sup>th</sup> Dec. 2020.

2. **AGENDA ( IQAC 31<sup>st</sup> March, 2021)**

**Agenda Point-I Curriculum Aspects (10mins.)**

1. Website Update
2. Feedback from Alumni and Employers

**Agenda Point-II Teaching Learning & Evaluation (10mins.)**

3. Remedial Teaching after house test
4. Tutorials for Special Student, B.Ed- I
5. Demonstration Lessons

**Agenda Point-III Research & Outreach Activities (20mins.)**

6. Editing book, Paper in CARE, Writing Book
7. Linkages for Faculty Exchange and Research Exchange
8. Collaborations with Community, organizations etc.

**Agenda Point-IV Infrastructure & Learning Resources (10mins.)**

9. Recording Room facilities

**Agenda Point-V Student Support & Progression (10mins.)**

10. Resource Room for Disabled
11. Group Insurance

**Agenda Point-VI Governance, Leadership and Management (20mins.)**

12. Organizing Faculty Development Programme On E-content development and on Research
- 13 Strategies for Finance Mobilization, small donations from NRI's, Alumni and NGO's
- 14 Academic & Administrative Audit

**Point-VII Institutional value and Best Practices (20mins.)**

- 15 Energy Policy Document
- 16 Solar Panels for college

  
Principal

Principal

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

  
IQAC Coordinator

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

**Resolution of 31<sup>st</sup> March, 2021**

**Minutes of the online meeting of Internal Quality Assurance Cell  
(IQAC) held on 31.03.2021 at 10.00 AM**

**Members Present:**

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

Dr. Seema Chopra, Administrative Officer

Dr. Kiran Duggal, Coordinator, IQAC

Dr. Hardip Singh Sur, Manager SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Manjeet Kaur

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

**Technical Staff:**

Mrs. Manpreet Kaur

Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi

Prof. S.K. Bawa

Dr. Khushwinder Kumar

**Community Representatives**

Er. Sanjeev Sood

Dr. Purshotam Singh

**Employers**

Mrs. Jatinder Kaur

Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

**Students Representatives**

Ms. Disha,

Ms. Manali Dubey

Ms. Hardeep Kaur

Ms. Harsimran Kaur

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

### AGENDA POINTS :

#### **Criterion-I Curricular Aspects**

(1) **Agenda Point:** Website update

**IQAC Resolved:**

- The Institution may upload the information on all parameters of NAAC to give an updated outlook to website.

(2) **Agenda Point:** Feedback from Alumni and Employers

**IQAC Resolved:**

- It was suggested to make google forms to obtain feedback from the Alumni and Employer and analyses the feedback.

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

(3) **Agenda Point:** Remedial Teaching after house-test

**IQAC Resolved:**

- It was suggested to make two groups of students on basis of their score in House Test i.e. Booster group & Average group and teach them in remedial way.

(4) **Agenda Point:** Tutorials for special student, B.Ed-I

**IQAC Resolved:**

- It was suggested to prepare and provide audio lectures to blind student (B.Ed-I) besides online teaching.

(5) **Agenda Point:** Demonstration Lessons

**IQAC Resolved:**

- Involve Alumni and school teachers also along with own faculty for Demonstration Lessons which should demonstrate how to teach online and offline mode as well.

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

(6) **Agenda Point:** Editing Book, Paper in CARE, Writing Book

**IQAC Resolved:**

- It was suggested to faculty members to publish Research Papers in reputed UGC Care listed journals, books and Edited books



(7) **Agenda Point:** Linkages for Faculty Exchange and Research Exchange

**IQAC Resolved:**

- It was suggested to promote faculty exchange through collaborations in form of workshops and lectures with other Institutions.

(8) **Agenda Point:** Collaboration with community, organizations etc.

**IQAC Resolved:**

- Establishing linkages with charitable societies etc in community.
- Collaboration with Heartfull Campus organization was suggested if it is free of cost.

**Criterion-IV Infrastructure and Learning Resources**

(9) **Agenda Point:** Recording Room

**IQAC Resolved:**

- Recording Room should be established to facilitate e-content development.

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

(10) **Agenda Point:** Resource Room for disabled

**IQAC Resolved:**

- Resource Room for disabled should be maintained by the Institution to serve the special needs of challenged students keeping audio/video lectures, wheel chairs, computers, speakers, revolving chairs and headphones etc.

(11) **Agenda Point:** Group Insurance

**IQAC Resolved:**

- It was suggested to explore Govt. Agencies for Group Insurance of Students instead of private agencies.

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

(12) **Agenda Point:** Organizing Faculty Development Program on E-content Development and on Research.

**IQAC Resolved:**

- Staff is to organize Faculty Development Program on E-content Development and Research

(13) **Agenda Point:** Strategies for Finance Mobilization, Small Donations from NRI's, Alumni and NGO's.

**IQAC Resolved:**

- Finance mobilization should be by contacting donor NRIs, Alumni and Industrialists.

(14) **Agenda Point:** Academic and Administrative Audit

**IQAC Resolved:**

- Academic and Administrative Audit should be done.

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

(15) **Agenda Point:** Energy Policy Document

**IQAC Resolved:**

- Energy Policy Document is to be prepared after consulting experts.

(16) **Agenda Point:** Solar Panels for College

**IQAC Resolved:**


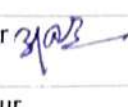
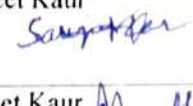
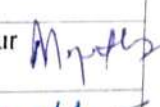
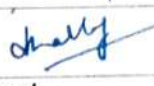

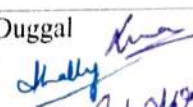
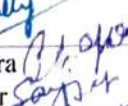
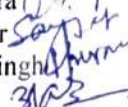
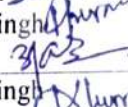
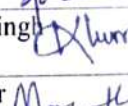
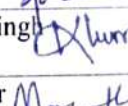
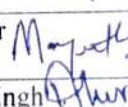
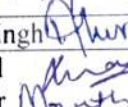
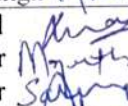
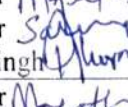

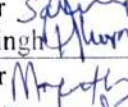

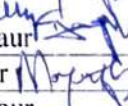
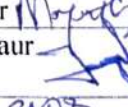
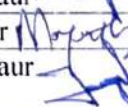
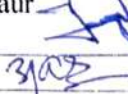
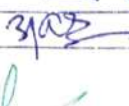
- It was suggested to have quotations from various agencies installing Solar Panels.

  
IQAC Coordinator

  
Principal  
IQAC Chairperson

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

## Duties to accomplish Program of Action of IQAC Meeting 31<sup>st</sup> March, 2021.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criterion 1:</b> Website Update	Dr. Ajay Kumar 
2	Feedback from Alumni and Employers	Dr. Ajay Kumar 
3	<b>Criterion 2:</b> Remedial Teaching after house test	Dr. Sarvjeet Kaur 
4	Arranging Tutorials for Special student, B.Ed-I	Dr. Manjeet Kaur 
5	Demonstration Lessons	Dr. Shally 
6	<b>Criterion 3:</b> Editing book, Papers in CARE, Writing Book	Dr. Kiran Duggal 
7	Linkages for Faculty Exchange and Research Exchange-Detail of Linkages	Dr. Kiran Duggal Dr. Shally 
8	Collaborations with Community, Organizations etc.	Dr. Seema Chopra  Dr. Sarvjeet Kaur  Dr. Gurwinder Singh  Dr. Ajay Kumar 
9	<b>Criterion 4:</b> Recording Room Facilities	Dr. Gurwinder Singh 
10	<b>Criterion 5:</b> Resource Room for Disabled	Dr. Manjeet Kaur 
11	Group Insurance	Dr. Gurwinder Singh 
12	<b>Criterion 6:</b> Organizing Faculty Development Program on E-content Development and on Research	Dr. Kiran Duggal  Dr. Manjeet Kaur  Dr. Sarvjeet Kaur  Dr. Gurwinder Singh 
13	Strategies for Finance Mobilization. Small donations form : NRIs, Alumnis, NGOs	Dr. Manjeet Kaur  Dr. Shally  Dr. Jagminder Kaur 
14	Academic & Administrative Audit	Dr. Manjeet Kaur 
15	<b>Criterion 7:</b> Energy Policy Document	Dr. Jagminder Kaur 
16	Solar Panels for college	Dr. Ajay Kumar 

  
IQAC Coordinator

  
Principal  
IQAC Chairperson

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**  
**31.03.2021**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparkash College of Education for Women)  
Dr. Seema Chopra, Administrative Officer  
Dr. Kiran Duggal, Coordinator, IQAC

**Faculty Members Present**

Dr. Manjeet Kaur  
Dr. Sarvjeet Kaur  
Dr. Shally  
Dr. Gurwinder Singh  
Dr. Jagminder Kaur  
Dr. Jaspreet Kaur  
Dr. Ajay Kumar

**Technical Staff:**

Mrs. Manpreet Kaur  
Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi  
Dr. Khushwinder Kumar

**Community Representatives**

Er. Sanjeev Sood  
Dr. Purshotam Singh

**Employers**

Mrs. Jatinder Kaur  
Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

**Students Representatives**

Ms. Disha,  
Ms. Manali Dubey  
Ms. Hardeep Kaur  
Ms. Harsimran Kaur



Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the invitees. Dr. Seema , IQAC Coordinator welcomed the members to the meeting once again. The Agenda Point alongwith and Action Taken Report is as follows.

### **Criterion-1: Curricular Aspect:**

#### **Agenda Point:**

- Website Update
- Feedback from Alumni and Employers

#### **Action Taken:**

1. Website was updated as per the requirement
2. Feedback from Alumni and Employers were received as per the plan

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

#### **Agenda Point:**

- Remedial Teaching after house test
- Tutorials for Special Student, B.Ed- I
- Demonstration Lessons

#### **Action taken**

3. Remedial teaching was arranged from 27<sup>th</sup>April to 02 May,2021
4. Audio lecture prepared and online teaching was done for blind student
5. Demonstration lesson was organised from 19 April 2021 to 22 April through online mode

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

#### **Agenda Point:**

- Editing book, Paper in CARE, Writing Book
- Linkages for Faculty Exchange and Research Exchange
- Collaborations with Community, organizations etc.

#### **Action Taken**

6. Book titled 'Skill based Curriculum in Education' was Edited and published in 2020
7. The efforts are initiated and many institutes are contracted for faculty exchange and MoUs were framed
8. MOU assigned with school for the Deaf children, Hambran Road Ludhiana on 10<sup>th</sup> Nov,2021

### **Criterion 4: Infrastructure and & Learning Resources**

#### **Agenda Point:**

- Recording Room facilities

### Action taken

- Recording room was established with facilities like webcam, computer system, tripod stand, Laptop as teleprompter and background chrome screen, headphone & mic

### Criterion 5: Student Support & Progression

#### Agenda Point:

- Resource Room for Disabled
- Group Insurance

### Action taken

- Resource room was established with facilities like Wheel chair, computer system with speakers, Table, chairs and single bed. It is near washroom
- Group insurance for students was done

### Criterion 6: Governance, Leadership and Management

#### Agenda Point:

- Organizing Faculty Development Programme on e-content development and on Research.
- Strategies for Finance Mobilization. small donations from NRI'S , Alumni and NGO's.
- Academic & Administrative Audit.

### Action Taken

- An online Faculty Development Programme on Planning, Preparation and Execution of E Content/MOOCs was organized from 14<sup>th</sup> to 20<sup>th</sup> May, 2021.
- Alumni were requested to contribute for Alumni Fund.
- Academic & Administrative Audit was done.

### Criterion 7: Institutional value and Best Practices

#### Agenda Point:

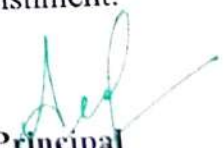
- Energy Policy Document
- Solar Panels for college

### Action Taken

- Energy policy document was prepared and uploaded on the website.
- Solar Panel Proposals were invited and project assigned.

The meeting came to end by thanking all the members for their constructive suggestions and for sparing their time for this academic accomplishment.

  
IQAC Coordinator

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