

MINUTES OF IQAC MEETING HELD ON 22.11.2019

Action taken report of the previous meeting was discussed:

SNo.	AGENDA OF THE LAST MEETING	ACTION TAKEN
1.	Orientation Program for Freshers	<ul style="list-style-type: none"> • A comprehensive Orientation Program to support new students as they begin their journey for undergraduate, post graduate and diploma courses was conducted on August 19, 2019. All department Heads and in charges of various clubs and societies gave a detailed power point presentation on the working of their respective departments. • Prof Sudha Katyal, Principal of the college encouraged the students to follow the basic ABCD of life where A stands for Attitude, B for Being Self Driven and self-motivated, C for accepting changes and challenges and D for being dedicated and disciplined. • Bramhakumari sister Anita, the guest speaker of the Programme motivated the students to understand the real meaning of life and balance out their energies and thoughts internally.
2.	Reviewing of Academic Activities	<ul style="list-style-type: none"> • All academic activities were completed. Records of attendance were discussed with the students. Students falling short of attendance were informed of the same. • Timely completion of syllabus and conduct of Mid Term examinations was achieved smoothly
3.	Co – Curricular Activities	<ul style="list-style-type: none"> • A number of activities were planned and executed successfully in the semester • The college celebrated Teej and Talent Hunt Competition for the freshers in collaboration with

RED FM 93.5 The day witnessed a host of activities which included singing, dancing, paper reading and poetry recitation. Students gave mesmerizing performances depicting culture and heritage of Punjab.

- **National Sports Day** was celebrated on **August 29, 2019**, to commemorate the birth Anniversary of Legendary **Hockey Player of India Major Dhyan Chand**. The day began with the early morning jogging and yoga training by the students with an aim to maintain balanced metabolism and improvise their athletic performance. They performed various 'Asanas' to improve respiration, energy and vitality. Students played a number of games to increase their flexibility, muscle strength and tone. The Physical Education Department also organized an Interclass Badminton Championship.
- Akshay Urja Diwas was celebrated on August 20, 2019. A grant of Rs. 27,500/- was received from CREST to organize the event. Various Inter-college and intra-college competitions were held namely Poster Making, OHP Sheet Painting, Placard Making, Face Painting, Poetry recitation, Group song and T-Shirt Painting on the theme "**Impact of Akshay Urja in India**". About 125 students from 11 Government and Private Colleges of Chandigarh participated in various competitions.
- The whole month of September was dedicated to Poshan Maah celebrations. Various outreach and in-house activities were organized. The college played a pivotal role in spread nutritional awareness across tricity. More than 20 activities were conducted through the month.
- College participated in 61st Panjab

		<p>University Zonal Youth and Heritage Festival 2019 which was held from September 24th to September 27th 2019 in Post Graduate Government College for Girls, Sector-42, Chandigarh under Zone B. Despite being a professional college with small strength, our college students showcased commendable performances in multifarious activities, bagged many prizes and made its presence felt at the festival. Following were the categories in which prizes were bagged:</p> <ul style="list-style-type: none"> ➤ First prize in Skit, Dasuti, Hindi Hand Writing , Rangoli, Poster Making ➤ Second prize in Ennu Making, Knitting, Story Writing ➤ Third prize in Group Song. Geet, English Hand Writing, Khiddo Making, One Act Play ➤ The students also participated in Inter Zonal Youth Festival <ul style="list-style-type: none"> • It was moment of great pride and pleasure as Principal Prof. Sudha Katyal was awarded with POSHAN Abhiyan State Award for her outstanding performance, dedication and contribution in the successful implementation of Poshan ABHIYAN in UT, Chandigarh by, Dept. of Social Welfare, Women and Child Development Chandigarh Administration.
4.	Alumni Meet	<ul style="list-style-type: none"> • Alumni meet was conducted in the college and elections were held for the post of president and vice president. Dr Poonam Thakur was elected president unanimously and Mrs. Manisha Arora was elected vice president.
5.	Student Council Elections	<ul style="list-style-type: none"> • Student Council elections were also held in the college. Vaishali of BSc

		VI Semester was unanimously made the college president.
6.	Examination Conducted by National Commission of Women	<ul style="list-style-type: none"> A grant of Rs. 27,850 was received by the college from National Commission for Women, New Delhi to conduct a competitive exam on Laws for Women. More than 90 students participated in the competition. Cash prizes were awarded to the top 3 students.
7.	On the spot agenda on Current activities	<ul style="list-style-type: none"> With due permission from the head, current activities being conducted in the college were also discussed. The AQAR report was duly filled and submitted online according to the new format Data was filled online on two portals of NIRF in the month of November. Data was also filled as well in ARIIA in the month of November Review of seminars and project proposals sent to various funding agencies such as NAAC, ICSSR, DCDC, DST, Panjab University

Agenda items along with suggestions given in IQAC meeting held on 22.11. 2019:

SNo.	AGENDA	SUGGESTIONS
1.	Discussion on conduct of National Seminar sponsored by NAAC on the theme "Quality Enhancement in Higher Education Institutions"	<ul style="list-style-type: none"> • To form a core committee and organizing team for conduct of national seminar in college. Sponsored by NAAC • Brochure for the same to be designed and circulated • Theme of the seminar and key note and technical speakers to be identified and finalized • Dates to be finalized for the same
2.	Preparation of Workload and Time table	<ul style="list-style-type: none"> • Workload and time table to be prepared for the coming semester Jan – May, 2020 according to guidelines
3.	Sports Day	<ul style="list-style-type: none"> • Sports day to be celebrated in the first week of February
4.	Smooth Conduct of Final Semester Examinations and Syllabus completion	<ul style="list-style-type: none"> • All HODs to ensure timely completion of syllabus • Extra time and revision classes to be conducted for weak students in preparation of final examinations • Planning and preparation for the final semester examination
5.	Updates on existing committees in college such as sexual harassment, anti ragging, student welfare	<ul style="list-style-type: none"> • Regular updates and discussion to be held under the chair to ensure student welfare and progression on the campus • Placement seminars/workshops to be held for the benefit of the students • Counseling cells to be reinforced and student council members to ensure for the same
6.	Exercise on Making Voter ID cards for all students	<ul style="list-style-type: none"> • Activity will be conducted to ensure that all students and staff of the college have a voters ID card for

Handwritten signature in green ink

Handwritten signature in blue ink

Action plan report of the previous meeting was discussed

NO.	MANDATE OF THE COMMITTEE	ACTION TAKEN
1	To ensure that all members of the community are aware of the importance of electoral literacy and to ensure that they are able to exercise their right to vote.	<ul style="list-style-type: none"> 1. A meeting was held on 15th August 2012. All Departmental Heads and in Charge of various units and sections gave a detailed report on the progress of their respective Departments. 2. The meeting was held in the presence of the Director of the Department of Education, who stressed the importance of ensuring that all members of the community are aware of the importance of electoral literacy and to ensure that they are able to exercise their right to vote. 3. The meeting was held in the presence of the Director of the Department of Education, who stressed the importance of ensuring that all members of the community are aware of the importance of electoral literacy and to ensure that they are able to exercise their right to vote.
2	To ensure that all members of the community are aware of the importance of electoral literacy and to ensure that they are able to exercise their right to vote.	<ul style="list-style-type: none"> 4. All members of the community were invited to attend a meeting on 15th August 2012. The meeting was held in the presence of the Director of the Department of Education, who stressed the importance of ensuring that all members of the community are aware of the importance of electoral literacy and to ensure that they are able to exercise their right to vote.
3	To ensure that all members of the community are aware of the importance of electoral literacy and to ensure that they are able to exercise their right to vote.	<ul style="list-style-type: none"> 5. A meeting was held on 15th August 2012. All members of the community were invited to attend a meeting on 15th August 2012. The meeting was held in the presence of the Director of the Department of Education, who stressed the importance of ensuring that all members of the community are aware of the importance of electoral literacy and to ensure that they are able to exercise their right to vote.