

**Minutes of IQAC Meeting held on 25.01.2017 at 10:30 A.M. in the office of the Principal,
Govt. Home Science College, Sector 10, Chandigarh.**

Members Present

1. Dr. (Mrs.) Sudha Katyal
Principal
Govt. Home Science College
Sector 10, Chandigarh.
2. Dr. (Mrs.) Nirupa Marwaha
Professor
HOD of Food & Nutrition Deptt.
Govt. Home Science College
Sector 10, Chandigarh.
3. Dr. Jagjiwan Kaur
Associate Professor
Govt. Home Science College
Sector 10, Chandigarh.
4. Dr. Rupinder Ghumman
Associate Professor
Govt. Home Science College
Sector 10, Chandigarh.
5. Mr. Sukhwinder Brar
Member IQAC
Govt. Home Science College
Sector 10, Chandigarh.
6. Ms. Nitima
Student President
Govt. Home Science College
Sector 10, Chandigarh.

SPECIAL INVITEE

7. Mrs. Monica Malik
Associate Professor
Govt. Home Science College
Sector 10, Chandigarh.
8. Mrs. Savita Vashisht
Associate Professor
Govt. Home Science College
Sector 10, Chandigarh.
9. Mrs. Ranjana Sharma
Associate Professor
Govt. Home Science College
Sector 10, Chandigarh.

Agenda for the meeting:

1. To organise Faculty Development Programme for staff.
2. To suggest activities for student development.
3. To organise Community outreach activities.
4. College Magazine and Newsletter.
5. To install Biometric machine.
6. To plan Celebration of Annual events of the college.
7. To suggest measures for Beautification of Campus.

Action taken on agendas of last IQAC meeting held on 09.11.2016.

Sr. No.	Agenda	Action Taken
1.	Follow up action would be taken on recommendations by NAAC	<ul style="list-style-type: none">• Impetus given to sports activities of students. They participated in Panjab University Annual Athletic Meet on November 24 to 26, 2016.• Three day Badminton Tournament for students held in college from 27th January to 30th January, 2017.• Proposal for starting M.Sc. in Family Resource Management has been sent to Director Higher Education and syllabus for the same has been framed and put up before BOS.• Weightage of Dissertation increased from 2 credits to 8 credits and dissertation work to start from 2nd Semester.
2	CBCS would be implemented from next session so preparation in terms of scheme, subjects, syllabi would be taken up.	<ul style="list-style-type: none">• Proposal for CBCS in B.Sc. Home Science has been put up in BOS and then further sent to other academic bodies in Home Science for final approval.• Syllabi for different subjects under CBCS for B.Sc. Home Science for 1st and 2nd semester have been framed by the staff and sent to BOS.
3	College would be applying for National Ranking, so data would be compiled and uploaded for the same.	<ul style="list-style-type: none">• College has applied for National Ranking and data has been compiled and uploaded on the website.
4	Children's Carnival was to be celebrated in Chaitanya Laboratory Nursery School. Underprivileged children of various regular schools and special schools were to be included for the same. Free games, rides and refreshments were to be provided to them. However, this would be postponed till January due to demonetization.	<ul style="list-style-type: none">• Children's Carnival was not celebrated due to demonetization and postponed till February end or 1st week of March 2017.
5	Invigilation was decided to be made compulsory for the college staff during university Examinations and other important external	<ul style="list-style-type: none">• Implemented

	examinations.	
6	Inter-class competitions would be held as per the activity calendar with modification of schedule due to NAAC visit.	<ul style="list-style-type: none"> • Inter-class competitions are being held in the college.
7	Capacity enhancing workshops would be held in the college	<ul style="list-style-type: none"> • "Hands on workshop on Capacity Building on Gardening Techniques and Practices for Malies and Environment committee under RUSA Scheme was held on 15th December, 2016. Total 65 participants attended the same. • "Hands on workshop on E-learning and online student's record keeping was organised under RUSA on 16th December, 2016. Total 150 participants attended the same.
8.	Awareness regarding various aspects of Digital Economy would be created amongst students and staff of the college.	<ul style="list-style-type: none"> • Workshop was conducted by NSS wing on 17.12.2016 on the theme "Cashless Transactions". Bank experts addressed the related issues. • 7 days special NSS camp was organised on the theme "VISAKA" and "Digital Transactions" at adopted village Khuda Alisher.

Minutes of IQAC meeting held on 25.01.2017:

Sr. No.	Agenda	Suggestions
1.	Faculty Development	<ul style="list-style-type: none"> • Workshops under RUSA would be held for Capacity Building of staff members.
2	Student development.	<ul style="list-style-type: none"> • Lectures and workshops would be conducted for overall personality development of the students and enhance their knowledge and skills on various topics. • The legal cell of the college would organise lectures related to women empowerment and violation of rights of women.
3	Community outreach activities.	<ul style="list-style-type: none"> • Various departments and clubs of the college would conduct surveys related to students' problems in Govt. Schools and plan intervention to address these problems and help the students to overcome them. • Career counselling would be given to students by post graduate students of Child Guidance and Family Counselling.
4	College Magazine and Newsletter.	<ul style="list-style-type: none"> • Respective Incharges would make an effort to collect articles and compile information for the college newsletter and college magazine "Pratibimb" and get it printed.
5	Biometric attendance	<ul style="list-style-type: none"> • Biometric machine would be installed and staff members would be encouraged to report on time for their classes. 5 hours stay would be mandatory for teaching staff and 09:00 AM to 04:00 PM for Non-Teaching staff.
6	Celebration of Annual events of the college.	<ul style="list-style-type: none"> • College convocation, sports day and fashion show "Aakriti" would be held in the month of February and March, 2017.

7	Measures for Beautification of Campus.	<ul style="list-style-type: none">• Saplings of seasonal flowers would be planted.• Talk on hydroponics would be arranged for students and staff members.• Cleanliness drive for college campus and hostel would be held.
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Principal,
Govt. Home Science College
Chandigarh