

MEETING IQAC

Date:- 31.05.2023

Venue: Staff Room

Time:- 10.30 am

Dear Sir/Madam,

Please find below the agenda for the upcoming IQAC meeting. Kindly make it convenient to participate with your valuable inputs.

AGENDA

1. To review the activities for the session 2022-23
2. Plan of action for the upcoming session
3. Any other agenda with the permission of chair


Coordinator, IQAC


Chairperson, IQAC
Govt. College for Girls,
Ludhiana

IQAC MEETING
(ATTENDANCE SHEET)

Date : 31.05.2023

Venue : Staff Room

Time: 10:30 AM

Sr. No.	Name	Signature
1	Sukwinder Singh	Singh
2	Jaspreet Kaur	Jaspreet
3	Pritam Kaur	Kaur
4	Sarita	Sarita
5	Anushasana	Anushasana
6	Yogesh Sharma	Y.S.
7	Mamta	Mamta
8	Kamlesh Kaur	Kamlesh
9	Baljit Kaur	Baljit
10	Sharangit Kaur Parmar	Sharma
11	Paurnida Gill	Gill
12	Gurpreet K	G.K.
13	Sarabjit Kaur	Sarabjit
14	Mohinder Kaur Grewal	Mohinder 31-5-23
15	Dr Prem Kumar	P.K.
16	Shanete	Shanete
17	Jaswinder Singh	Jaswinder
18		
19		
20		

Shanete
31/5/23

Minutes of Meeting and ATR of IQAC

Date :- 31.05.2023

Time :- 10:30 am

1. To review the activities for the session 2022-23

Dr. Pritam Kaur read the minutes of previous IQAC meeting. The activities carried out during the session 2022-23 were reviewed. Action Taken Report 22=23 31 May 2023

i. Identification of institutional best practices and planning of strategies for the next five years.

The institution has Initiated five year plan on Environment Sustainability with the following activities:

- Liaison with Mahatma Gandhi National Council of Rural Education, Ministry of Education, Govt. of India and received Accreditation on different parameters.
- 2nd unit of rain harvesting became functional near RUSA Hall
- Started vegetable plantation in green House which is being maintained by PG botany students
- Conducted awareness rally by 2000 plus college students on environment sustainability
- Initiated **Earn while Learn** projects in which following activities were carried out
- The Zoology department initiated selling of vermicompost manure made in institution
- Beauty and Wellness students promoted and sold their beauty products and provided paid services like nail art, mehndi etc. during different occasions
- baking & confectionary certificate course students sold cakes and other baked products
- The home science department organized one day bazaar in collaboration with MGNCRE under the self-help groups category where students prepared and sold healthy drinks, cupcakes, biscuits, Achaar and jams.

ii. Preparation of various stake holders of institution for adoption of the NEP.

- The college faculty attended PDP on NEP offered by IGNOU
- Dr. Jaspreet, the NEP coordinator appointed for the implementation of NEP at the campus attended meeting in PU and then sensitized the faculty about implementation of NEP in the subsequent session.
- Many Faculty members are involved with BOS in formation NEP aligned syllabus.

iii. To explore and initiate the process for starting new skill based courses.

- PSOU affiliated Certificate course in Bakery and Confectionary started
- Panjab University affiliated MSc Cosmetology and Health care started
- Suggestions related to starting skill based courses in the departments were compiled and shared with the department of higher education for approvals

iv. To work on the inputs received from various stakeholders for the betterment of institution.

The Students Satisfaction Survey was conducted, analyzed and IQAC received the suggestions from the Committee to plan the necessary actions accordingly

v. To prepare proposals for infrastructure augmentation.

Proposals were sent and approved by DPI colleges for the following works:

- Replacement of glass windows of Arts block of college.
- Laying of interlocking tiles near auditorium initiated
- Renovation and expansion with a shed on scooter parking/car parking and interlocking tiles started
- Proposal is in process for the renovation of Audi and white wash of the college building

vi. To organize FDP s for the faculty members, workshops for students and awareness programmes for the college staff.

- 3 FDPs were organized
- 40 skill based training workshops were organized by various departments for the students
- Department of Home Science and Beauty and wellness organized, Poshan utsav and Millet fest.

vii. To initiate the process of repair and renovation of principal residence and need based repair and maintenance of infrastructure.

- Renovation of Principal residence and servant quarters completed
- Floor tiles project in labs and corridors completed
- Down ceiling in the porch area completed
- Renovation of principal office is in progress
- Repair and renovation of window frames of the classrooms in process
- Roof seepage repair work is completed
- Repair and renovation of hostel gates, exterior windows completed and 16 new water tanks of 1000 ltrs capacity installed in the hostel and two tanks of 2000 ltrs installed in the New hostel and hostel mess.
- 3 new water coolers installed in the hostel
- Repair and renovation of mess area and Hostel washrooms completed.
- Repair of Hostel windows and frames in the process
- Construction of 2 rooms over RUSA block in in process , proposal for the construction of 4 rooms with washroom over Chemistry block has been sent to the department.
- One Music room constructed with the donation received by the family of first HOD of Music Instrumental department.
- Painting of college gate with the help of funds donated by SBI

viii. To sensitize teachers and students about the MOOC courses.

One FDP organized on e-content development

ix. To organize activities for the promotion of various aspects of health

- Many activities focusing on overall health promotion were organized.
- Activities like Poshan Utsav, Millet fest Yoga and meditation promotion were held and , new open gym near college hostel has been set up

2. Plan of action for the upcoming session

Following points were discussed and action planes were chalked out with the help of members.

i. To carry out activities for 'Earn while Learn' initiative of college

Different ideas were suggested by all the members by which students can earn while learning which includes setting up of Markets in college and keeping it open for outsiders as well, collaboration with agencies, stores like reliance where students could go for internships and have a good experience of work. The need of organizing workshops based on "Preservation methods" for different food items was highlighted as it will provide opportunities to students to earn while learning. Dr. MK Grewal advised that college should maintain the record of each activity as it is required during NAAC accreditation process.

ii. To take initiatives for promotion of sustainability

• Self-sustainability and entrepreneurship promotion

It was suggested to make self-help groups in college which would help in sustainability. House suggested for adopting the ideas for sustainable development that will make our college a "Model College". A motivational statement by Mr. Prem Kumar "Let us make our college a "Model College" was appreciated by all.

- **Save water project:-**IQAC members suggested carrying out "Save Water Project" in college which would include awareness programs for students, adoption of water control system in washrooms, leakage repairs etc. As per the suggestion of Dr. Pritam a Water Treatment Plant and Sewage treatment Plant should be set up in college. It was suggested by the members to consult PAU faculty for the same.

- **Save Electricity:-**The discussion on adopting different ways to conserve environment was carried out which included electricity conservation also. The idea of setting up unit wise control switches was put forward. It was suggested to carry out awareness programs regarding the same.

• E-waste management

E-waste management was a topic of discussion in the house. As suggested by Mrs. Suman Lata, chairperson of IQAC, the college will collaborate with some government agency regarding the collection and disposal of E-waste.

• Sewage treatment Plant

The team discussed the possibility of setting up STP at the college.

iii. To explore the option De-centralization of Labs

The idea of utilizing the well-equipped labs for multidisciplinary education was brought to discussion like the Functional English lab of college has facility of recording as well so could be used by faculty to record their lectures and upload on social media. As per the suggestion of Mr. Prem Kumar Center of Innovation should also be set up in college where students could bring their ideas and can utilize the resources in better way.

iv. To carry out Research activities

The need of strengthening Research based activities in college was put forward. Faculty should be motivated to publish articles in indexed journals, participate in conferences, workshops etc. Students should also be encouraged to carry out small research projects. The departments will be encouraged to explore and sign MOUs with the industry and organizations for the internship and research activities.

v. To ensure smooth adoption of NEP in the next session

The coordinator IQAC ensured the committee members that the entire team will help the faculty and staff for the smooth adoption of NEP2020.

vi. To strengthen stakeholder feedback system

Dr. Kaur suggested that there is a need to strengthen the feedback system. The team will take initiatives to encourage various stakeholders for the feedback for the improvement of institution.

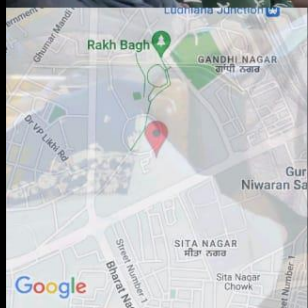
3. Any other agenda with the permission of chair

- i. Deliberations regarding preparation of college for the upcoming NAAC accreditation were held. Mrs. Suman Lata urged the external members to help the institution for achieving its targets.
- ii. The committee suggested that college should identify relevant skill based courses for the benefit of students.
- iii. The members suggested continuous activities should be organized for the betterment of all the stakeholders of the institution
- iv. Mrs. Suman Lata ensured the members that need based renovations and infrastructure development shall be carried out in the upcoming session too.

Coordinator, IQAC

**Chairperson, IQAC
Govt. College for Girls
Ludhiana**


Principal,
Govt. College for Girls
LUDHIANA.



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Ludhiana

Punjab

India

2023-05-31(Wed) 10:43(AM)

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