



SRI GURU TEG BAHADUR KHALSA COLLEGE

Sri Anandpur Sahib, Distt. Rupnagar (Punjab) 140118

An Autonomous (Grant in Aid) College

Website: www.sgtbcollege.org.in | E-Mail: sgtbkc@sgtbcollege.org.in | Phone: 01887-232037

Action Taken Report on Feedback (2019-20)

Sr.No.	Suggestion	Action Taken	Outcome
1.	More stress should be on practical knowledge besides theoretical knowledge.	The syllabuses were revised by the departments in BOS meeting to focus on employability.	Practical knowledge improved among student.
2.	Provide career guidance	The career guidance and counseling cell organized training activities, guest lectures about various competitive exams and also shared Information about various job opportunities with the student.	Students became more confident and aware about recent job market trends.
3.	Provide better lab. equipment and books in library	As per the demand and requirement received from departments books were purchased and equipment were repaired and purchased.	Students avail better facilities.



Principal

Sri Guru Teg Bahadur Khalsa College
Sri Anandpur Sahib (Ropar) Pb.



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4.	Improve gym facilities	Gym area repaired and improved.	Students were satisfied with improved facilities.
5.	Improve Wi-Fi facility within the campus	Students can avail the facility of Wi-Fi on their laptops which was made available to them	Students were satisfied with improved internet facility



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Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib

An Autonomous College

2nd Meeting of Academic Council held on 10-10-2020


1. Chairman

S. No.	Name & Designation	Signature
1.	Dr. Jasvir Singh Principal S.G.T.B. Khalsa College, Sri Anandpur Sahib.	

2. Nominees of the Governing Body

S. No.	Name & Designation	Signature
1.	Dr. Jatinder Singh Sidhu Former Director, Directorate Education SGPC, Bahadurgarh, Patiala.	
2.	Dr. Baljeet Singh Sidhu Principal, Sri Guru Teg Bahadur Khalsa Girls College, Aakar, Patiala.	
3.	Dr. Sarit Kumar Das Director, Indian Institute of Technology.	
4.	Mr. Pabhjeet Singh Assistant Director (College), Directorate Education SGPC, Bahadurgarh, Patiala.	





3. Nominees of the University

S. No.	Name & Designation	Signature
1.	Dr. Gurpreet Singh Lehal Professor, Department of Computer Science, Punjabi University, Patiala.	
2.	Dr. Navpreet Singh Noorie Professor, Department of Mathematics, Punjabi University, Patiala.	<i>Navpreet Singh.</i>
3.	Dr. Komal Saini, Professor, Department of Forensic Science, Punjabi University, Patiala.	


4. Heads of Departments

S. No.	Name of HOD	Signature
1.	Dr. Maninderjeet Kaur Department of Chemistry	MJK
2.	Dr. Malkeet Singh Department of Hindi	malkeet
3.	Dr. Manjeet Singh Department of Commerce and Management Studies	Manjeet Singh
4.	Dr. Paramjit Kaur Department of Religious Studies	Paramjit
5.	Dr. Ravinder Singh Rekhi Dean Social Sciences	RS Rekhi
6.	Dr. Surender Kumar Department of Computer Science	Surender
7.	Dr. Gurpreet Kaur Department of English	Gurpreet
8.	Dr. Randev Singh Sandhu Department of Physics	R Sandhu
9.	Dr. Rajbir Kaur <i>Dr. Ravi Kant</i> Department of Botany	for. Kant
10.	Mr. Jagpinder Pal Singh Department of Gurmat Sangeet and Music Vocal	Jagpinder
11.	Dr. Bharti Kapoor / <i>Dr. Sangjit Kumar</i> Department of Mathematics	Bharti
12.	Ms. Bhawna Thakur Department of Agriculture and Food Processing	Bhawna
13.	Dr. Sunita Rani Department of Political Science	Sunita
14.	Dr. Gurpreet Kaur Department of Punjabi	Gurpreet
15.	Dr. Shaveta Kaushal Department of Economics	Shaveta
16.	Dr. Amandeep Kaur Department of Zoology	Amandeep
17.	Mr. Sandeep Kumar Department of Defence Studies	Sandeep
18.	Ms. Prabhjot Kaur Department of Fine Arts	Prabhjot
19.	Mr. Ashok Kumar Department of Physical Education	Ashok

5. Four teachers of the college representing different faculties

S. No.	Name	Signature
1.	Dr. Vimal Mehta Assistant Professor	
2.	Dr. Gurpreet Kaur Assistant Professor	
3.	Dr. Parampreet Singh Assistant Professor	
4.	Dr. Amandeep Saroa Assistant Professor	

6. Member Secretary

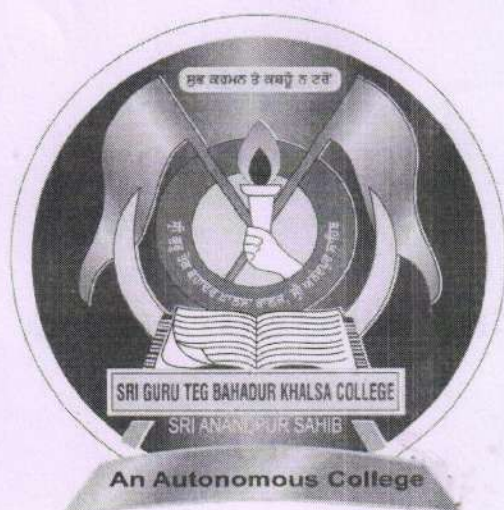
S. No.	Name & Designation	Signature
1.	Dr. Amrit Singh Assistant Professor	

Proceedings

Second Meeting of Academic Council

On

10th October, 2020



Sri Guru Teg Bahadur Khalsa College
Sri Anandpur Sahib
An Autonomous College

Sri Guru Teg Bahadur Khalsa (Autonomous) College
Sri Anandpur Sahib

Proceedings of 2nd meeting of Academic Council

held on October 10, 2020 at 11.00 am

Members Present:

1. Dr. Jasvir Singh, Principal, S.G.T.B. Khalsa College, Sri Anandpur Sahib. (Chairman)
2. Dr. Gurpreet Singh Lehal, Professor, Department of Computer Science, Punjabi University, Patiala. (Nominees of the University)
3. Dr. Navpreet Singh Noorie, Professor, Department of Mathematics, Punjabi University, Patiala. (Nominees of the University)
4. Dr. Maninderjeet Kaur, Head, Department of Chemistry.
5. Dr. Malkeet Singh, Head, Department of Hindi.
6. Dr. Manjeet Singh, Head, Department of Commerce and Management Studies.
7. Ms. Paramjit Kaur, Head, Department of Religious Studies.
8. Dr. Ravinder Singh Rekhi, Dean Social Sciences.
9. Dr. Surender Kumar, Head, Department of Computer Science.
10. Dr. Gurpreet Kaur, Head, Department of English.
11. Dr. Randev Singh Sandhu, Head, Department of Physics.
12. Dr. Rajbir Kaur, Head, Department of Botany.
13. Mr. Jagpinder Pal Singh, Head, Department of Gurmat Sangeet and Music Vocal.
14. Ms. Bharti Kapoor, Head, Department of Mathematics
15. Dr. Sunita Rani, Head, Department of Political Science.

16. Ms. Bhawna Thakur, Head, Department of Agriculture and Food Processing.
17. Dr. Shaveta Kaushal, Head, Department of Economics.
18. Dr. Amandeep Kaur, Head, Department of Zoology.
19. Mr. Sandeep Kumar, Head, Department of Defence Studies.
20. Dr. Vimal Mehta, Assistant Professor (Teacher from Science Faculty)
21. Dr. Gurpreet Kaur, Assistant Professor (Teacher from Social Science Faculty)
22. Dr. Parampreet Singh, Assistant Professor (Teacher from Commerce Faculty)
23. Dr. Amandeep Saroa , Assistant Professor (Teacher from Science Faculty)
24. Dr. Amrit Singh, Assistant Professor (Member Secretary)

Members on Leave:

1. Dr. Jatinder Singh Sidhu, Former Director, Directorate Education SGPC, Bahadurgarh, Patiala. (Nominees of the Governing Body)
2. Dr. Baljeet Singh Sidhu, Principal, Sri Guru Teg Bahadur Khalsa Girls College, Aakar, Patiala. (Nominees of the Governing Body)
3. Dr. Sarit Kumar Das, Director, Indian Institute of Technology. (Nominees of the Governing Body)
4. Mr. Pabhjeet Singh, Assistant Director (College), Directorate Education SGPC, Bahadurgarh, Patiala. (Nominees of the Governing Body)
5. Dr. Komal Saini, Professor, Department of Forensic Science, Punjabi University, Patiala. (Nominees of the University)
6. Dr. Harjinder Singh, Head, Department of Punjabi.

Agenda No.	Particulars
2.1.	<p>Welcome by the Chairman.</p> <p>Dr. Jasvir Singh, Principal and Chairman welcomed the members to the 2nd meeting of Academic Council. The Principal introduced external members and then agenda of the meeting was taken up for further discussion.</p>
2.2.	<p>To confirm the minutes of the 1st meeting of Academic Council, held on 6th July, 2019.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> • Dr. Amrit Singh (Member Secretary) presented the proceedings of the meeting of the Academic Council held on 6th July, 2019 and proceedings are enclosed herewith as Annexure-I. • Dr. Gurpreet Singh Lehal asked about the inclusion of MOOC courses in curriculum. • Dr. Rajbir Kaur, Coordinator, Local Chapter, SWAYAM courses gave all details regarding the preparation of inclusion of MOOC courses in curriculum. She assured the inclusion of MOOC courses in curriculum from next session onwards.
2.3.	<p>To approve required amendments in college's Rules, Regulations and By-Laws.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> • The list of amendments and revised Rules, Regulations and By-Laws of college is presented as Annexure-II. • Dr. Navpreet Singh Noorie suggested to confirm the rules regarding re-evaluation from Punjabi University, Patiala. • Dr. Gurpreet Singh Lehal suggested to modify percentage

	<p>distribution of Internal Assessment of UG and PG courses. The 20% share of attendance should be divided into two parts</p> <p>i) 10% : Attendance</p> <p>ii) 10% : Class Performance</p>
2.4.	<p>To approve the syllabi of various courses recommended by Board of Studies of various Departments for Under Graduate courses for Part-II (2020-21, 2021-22 and 2022-23) and Post Graduate courses for Part-II (2020-21 and 2021-22).</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> The list of courses, for which syllabi is approved by Board of Studies of various Departments, are attached herewith as Annexure-III.
2.5.	<p>To approve the syllabi of various courses recommended by Board of Studies for Part-III of Under Graduate classes of various courses and Part-III and IV of B.Sc. Agriculture as given by Punjabi University, Patiala.</p>
2.6.	<p>To approve syllabi of B.Sc. (Honors)-Agriculture for the session 2020-2024 as per Indian Council of Agricultural Research (ICAR) guidelines.</p>
2.7.	<p>To approve modifications in syllabi for Under Graduate and Post Graduate courses for Part-I for session 2020-21.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> The list of changes in syllabi for Under Graduate and Post Graduate courses for Part-I for session 2020-21 is presented as Annexure-IV.

2.8.	<p>To approve the tuition and examination fee structure for the session 2020-21.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> The tuition and examination fee structure for various courses is attached as Annexure-V for session 2020-21.
2.9.	<p>To approve number of units and seats matrix for various programs.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> The number of units and seats matrix for various programs is presented and enclosed herewith as Annexure-VI.
2.10.	<p>To submit the Examination report for odd semester of session 2019-20.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> The Examination report for odd semester of session 2019-20 is presented and enclosed herewith as Annexure VII.
2.11.	<p>To consider and approve modalities for the conduct of End semester examination for terminal classes of session 2019-2020 due to COVID-19 pandemic.</p> <p>Discussion and Suggestions:</p> <p>Dr. Amrit Singh (Member Secretary) discussed following points:</p> <ul style="list-style-type: none"> Due to COVID-19 pandemic, the online (blended) mode for Practical and theory examination is adopted as per Punjabi University, Patiala vide letter number 3004/C.O.E. dated 09-09-2020. The duration of the paper was of 2 hours. The question paper of all UG and PG classes is consisted of total eight questions from whole syllabus and the students are asked to

Annexure-II

	<p>attempt any four questions. The soft copy of answer sheets are received through mail and the students asked to submit hard copy in examination branch. The re-checking and re-evaluation is not facilitated for September 2020 online (blended) examination.</p>												
<p>2.12.</p>	<p>To approve remuneration for paper evaluator for September, 2020 examination.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> • Dr. Amrit Singh (Member Secretary) presented following points: <p>The remuneration for paper evaluation is modified only for end semester September, 2020 examination as listed below;</p> <table border="1" data-bbox="363 936 1417 1191"> <thead> <tr> <th>Name of Duty</th> <th>Course</th> <th>Rate (Rs)</th> <th>Revised Rate (Rs)</th> </tr> </thead> <tbody> <tr> <td>Paper Evaluator</td> <td>UG</td> <td>16/- per paper*</td> <td>12/- per paper*</td> </tr> <tr> <td>Paper Evaluator</td> <td>PG</td> <td>20/- per paper*</td> <td>15/- per paper*</td> </tr> </tbody> </table> <p>* If the number of evaluating sheets are less than 8 than Rs 100/- and Rs 120/- will be given to evaluators for UG and PG courses, respectively</p> <ul style="list-style-type: none"> • Dr. Gurpreet Singh Lehal has asked for clarification regarding the change in remuneration amount. Dr. Jasvir Singh and Dr. Amrit Singh have answered about the change in remuneration amount due to COVID-19 pandemic for even semester 2020 only. 	Name of Duty	Course	Rate (Rs)	Revised Rate (Rs)	Paper Evaluator	UG	16/- per paper*	12/- per paper*	Paper Evaluator	PG	20/- per paper*	15/- per paper*
Name of Duty	Course	Rate (Rs)	Revised Rate (Rs)										
Paper Evaluator	UG	16/- per paper*	12/- per paper*										
Paper Evaluator	PG	20/- per paper*	15/- per paper*										
<p>2.13.</p>	<p>To approve promotion of students of all intermediate classes to next year of their program</p> <p>Discussion and Suggestions:</p>												


 Principal
 Sri Guru Teg Bahadur Khalsa College
 Sri Anandpur Sahib (Ropar) Pb.

Annexure-II

	<p>Dr. Amrit Singh (Member Secretary) presented following points regarding the promotion of students:</p> <ul style="list-style-type: none">• The students of intermediate classes are promoted to next semester/class as per the guidelines of Punjab Government/D.P.I. Colleges Memo number: College Edu.(3)/spl-0022 dated 04-07-2020 and Punjabi University, Patiala letter number: 2379/COE dated 21-7-2020. The admission of promoted candidate is provisional to next semester/class. If he/she will not fulfill required condition as directed by Punjabi University, Patiala, then his/her admission will be cancelled.
2.14.	<p>Start of classes for odd semester of session 2020-2021.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none">• The classes for on-going classes of UG and PG courses are started from 08-08-2020.• The classes for entry point classes of UG courses are started from 01-09-2020.• The classes for entry point classes of PG courses are started from 06-10-2020.
2.15.	<p>To approve the introduction of following courses at the Post Graduate Level;</p> <ul style="list-style-type: none">(i) M.A. Economics-IInd year(ii) M.Sc. Zoology-IInd year(iii) M.Sc. Artificial Intelligence-Ist year(iv) M.Voc. Food Processing and Technology-Ist year(v) Post Graduate Diploma in Analytical Chemistry

	<p>(vi) Post Graduate Diploma in Insurance Services</p> <p>(vii) Post Graduate Diploma in Yoga</p>
2.16.	<p>To approve the introduction of following courses at the Under Graduate Level;</p> <p>(i) B.Voc. Pharmaceutical Chemistry-Ist year</p> <p>(ii) B.Voc. Industrial Microbiology-Ist year</p> <p>(iii) B.Voc. Sustainable Energy-Ist year</p> <p>(iv) B.Voc. Solar Energy-Ist year</p> <p>(v) B.Voc. Banking and Financial Services-Ist year</p> <p>(vi) B.Voc. Medical Lab Technology-Ist year</p> <p>(vii) B.Voc. Applied Art-Ist year</p> <p>(viii) B.Voc. Soil and Water Conservation-Ist year</p> <p>(ix) B.Voc. Web Technology and Multimedia-Ist year</p> <p>(x) B.Voc. Banking and Financial Services-Ist year</p> <p>(xi) Diploma in Computer Application</p>
2.17.	<p>To approve the introduction of following Add on course;</p> <p>(i) Virology</p>
2.18.	<p>To approve list of students who are eligible for studying Mudla Gyan in lieu of Punjabi compulsory</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> The list of students, who opted Mudla Gyan in lieu of Punjabi compulsory, is presented and enclosed herewith as Annexure VIII.
2.19.	<p>To approve the admission of students at intermediate level migrated from other university or college.</p> <p>Discussion and Suggestions:</p>

Annexure-II

	<ul style="list-style-type: none">The list of students, who are migrated from other university/college, is presented and enclosed herewith as Annexure IX.
2.20.	Regarding the extension of validity period for NAAC status Discussion and Suggestions: <ul style="list-style-type: none">The report is submitted to NAAC for the extension of the validity period accreditation status of the college.
2.21.	To approve the Academic Calendar of the college for the Academic Year 2020-21. Discussion and Suggestions: <ul style="list-style-type: none">Annexure X is presented and enclosed for tentative Academic Calendar.Dr. Gurpreet Singh Lehal asked to modify the Academic Calendar of the college for the Academic Year 2020-21 as per Punjabi University, Patiala.
2.22.	To adopt new work schedule; (i) Working Days: Six days a week (ii) Timing: 09:00 AM to 03:00 PM Discussion and Suggestions: <ul style="list-style-type: none">Due to COVID-19 pandemic, UGC recommended six days a week work schedule for the academic session 2020-21 and 2021-2022 to compensate the loss for this batch of students. Therefore, we have adopted six days a week having timing 09:00 AM to 03:00 PM.
2.23.	Any other agenda with the permission of the chair. Discussion and Suggestions:

Annexure-II

	<p>With the permission of Chairperson, following points were discussed:</p> <ul style="list-style-type: none">• Dr. Vimal Mehta suggested renaming "Faculty Incentive Scheme" (Approve in first meeting of Academic Council) to "Research Promotion Policy". He suggested the inclusion of following points such as i) Consultancy Policy ii) Expenditure to be bear by college for applying patents iii) Study leave of six months for pursuing Ph.D./Higher studies for regular faculty iv) To grant TA/DA by college to faculty member who is going to present research project to any funding agency.• Dr. Jasvir Singh asked to grant study leave only for one faculty member at a time. Dr. Gurpreet Singh Lehal also agreed to suggestion given by Dr. Jasvir Singh.
2.24	Actions to be taken on the basis of feedback report recommended by the IQAC and forwarded by the principal of the college is adopted/ approved and forwarded to the governing body of the college for final approval and implementation.

The meeting ended at 01:00 PM with a vote of thanks by Dr. Jasvir Singh, Principal and Chairperson of Academic Council.

Principal

Principal

Sri Guru Teg Bahadur Khalsa College
Sri Anandpur Sahib (Ropar) Pb.