



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 (2021-22)

The institution's vision will be strengthened via feedback assessments that include recommendations. Here are some helpful recommendations from students, teachers regarding curriculum, syllabi, teaching, and learning, along with the steps followed and results.

Report on the suggestions made by students and the actions performed Curriculum, syllabi, instruction, and other activities were the main topics of undergraduate feedback. Suggestions from the students were taken into account. All of these recommendations were discussed with the IQAC and the Principal, and steps were taken to support students in every way possible based on their recommendations.

S.No	Suggestion	Action taken	Outcome
1.	Introduction of Mentoring for the students	Mentor mentee interactions were increased and events involving more interactions like tutorial groups, Inter disciplinary Mentor groups. So, students can discuss their problems or have any kind of suggestion may contact with their respective mentor.	The introduction of mentoring and tutorial groups increased mutual interaction between students and teachers.




Principal
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2.	Emphasis on Project and Research	Short term projects and paper publications were encouraged. Students were asked to participate in Research methodology workshops.	Project was introduced in syllabus by some of the streams. Stress was laid on doing more research related work in PG courses.
3.	Introduction of Reference Books.	The reference books were introduced in the syllabi.	Improved the student's learning and resulted in good improvement in academic progress of the slow learners
4.	Students requested additional library hours to work on their assignments	The same has been implemented by incorporating extra library hour from 4 pm to 5pm in their time table (one hour /week) for all the programs year wise as self-directed learning (4-5pm) for the students to utilize the library resources.	




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5	Suggestion for introduction of new courses.	Add on courses were introduced by various departments for increasing the skill of the students.	The courses helped the students to improve their knowledge.
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- **Postgraduates feedback suggestions and action taken report** Postgraduate feedback was focused on Curriculum, syllabi, teaching and learning.

S.No	Suggestion	Action taken	Outcome
1.	Suggestions to increase research either as a part of curriculum or dissertation.	Research methodology workshops were made compulsory for PGs to make them understand the methodology better.	PG students were able to complete and submit their research-based assignment on time.
2.	Emphasis on Practical learning using various software.	The college has introduced certain courses called add on for improving software skills.	




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3.	Students suggested conducting more seminars, workshops to facilitate holistic learning.	Students were encouraged to participate in interdepartmental activities such as seminars, workshops, role plays, model making & Quiz competitions to facilitate learning.	Students felt motivated to learn more and this helped them to increase their subject understanding.
4.	Students requested additional library hours to work on their assignments	The same has been implemented by incorporating extra library hour from 4 pm to 5pm in their time table (one hour /week) for all the programs year wise as self-directed learning (4-5pm) for the students to utilize the library resources.	




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Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib

An Autonomous College :

4th Meeting of Academic Council held on 01-11-2022

Attendance Sheet


1. Chairman

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

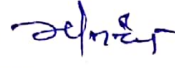

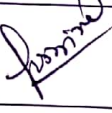



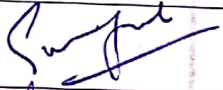
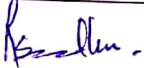
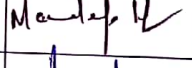
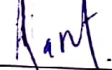


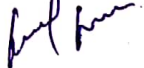
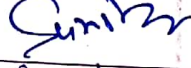
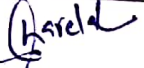
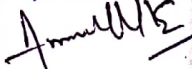

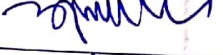
2. Nominees of the Governing Body

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.		

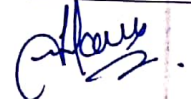
3. Nominees of the University

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.	
3.	Dr. Komal Saini, Professor, Department of Forensic Science, Punjabi University, Patiala.	


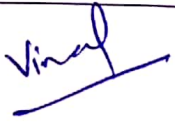

4. Heads of Departments

S. No.	Name of HOD	Signature
1.	Dr. Malkeet Singh Department of Hindi	
2.	Dr. Manjeet Singh ^{Dr. Baljit Singh} Department of Commerce and Management Studies	
3.	Dr. Harjinder Singh Department of Punjabi	
4.	Dr. Paramjit Kaur Department of Religious Studies	
5.	Dr. Ravinder Singh Rekhi Dean Social Sciences	
6.	Dr. Surender Kumar Department of Computer Science	
7.	Dr. Gurpreet Kaur Department of English	
8.	Dr. Randev Singh Department of Physics	
9.	Dr. Mandeep Kaur Department of Chemistry	
10.	Dr. Ravi Kant Department of Botany	
11.	Mr. Jagpinder Pal Singh Department of Gurmat Sangeet and Music Vocal	
12.	Dr. Sangeet Kumar Department of Mathematics	
13.	Ms. Kamal Kumar Department of Agriculture and Food Processing	
14.	Dr. Sunita Rani Department of Political Science	
15.	Dr. Shaveta Kaushal Department of Economics	
16.	Dr. Amandeep Kaur Department of Zoology	
17.	Mr. Sandeep Kumar Department of Defence Studies	
18.	Ms. Prabhjot Kaur Department of Fine Arts	
19.	Mr. Ashok Kumar Department of Physical Education	


Dr. Jaspreet Kaur.
Dept. of Geography



5. Four teachers of the college representing different faculties

S. No.	Name	Signature
1.	Prof. Prabhjit Singh Associate Professor Department of Commerce and Management Studies	
2.	Dr. Vimal Mehta Assistant Professor Department of Physics	
3.	Dr. Parampreet Singh Assistant Professor Department of Commerce and Management Studies	
4.	Dr. Amandeep Saroa Assistant Professor Department of Chemistry	

6. Member Secretary

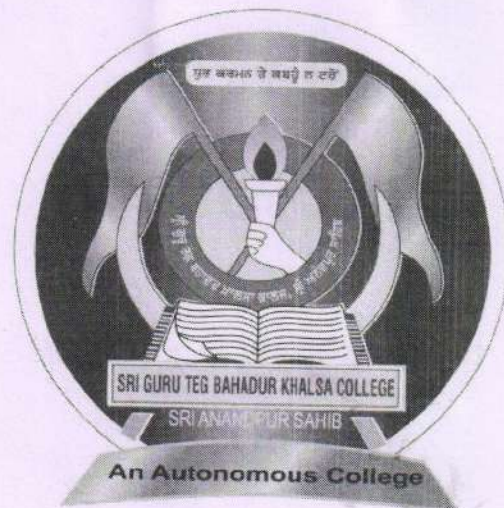
S. No.	Name & Designation	Signature
1.	Dr. Amrit Singh Assistant Professor Department of Physics	

Proceedings

Fourth Meeting of Academic Council

On

01st November, 2022



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

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

Proceedings of 4th meeting of Academic Council

held on November 01, 2022 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. Malkeet Singh, Head, Department of Hindi.
5. Dr. Manjeet Singh, Head, Department of Commerce and Management Studies.
6. Ms. Paramjit Kaur, Head, Department of Religious Studies.
7. Dr. Ravinder Singh Rekhi, Dean Social Sciences.
8. Mr. Surender Kumar, Head, Department of Computer Science.
9. Dr. Gurpreet Kaur, Head, Department of English.
10. Mr. Randev Singh Sandhu, Head, Department of Physics.
11. Dr. Mandeep Kaur, Head, Department of Chemistry.
12. Mr. Jagpinder Pal Singh, Head, Department of Gurmat Sangeet and Music Vocal.
13. Dr. Sangeet Kumar, Head, Department of Mathematics
14. Dr. Sunita Rani, Head, Department of Political Science.
15. Dr. Ravi Kant, Head, Department of Botany.
16. Dr. Shaveta Kaushal, Head, Department of Economics.

17. Dr. Amandeep Kaur, Head, Department of Zoology.
18. Mr. Sandeep Kumar, Head, Department of Defence Studies.
19. Mr. Kamal Kumar, Head, Department of agriculture.
20. Dr. Vimal Mehta, Assistant Professor (Teacher from Science Faculty)
21. Mr. Prabhjeet Singh, Associate Professor (Teacher from Commerce 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. Dr. Komal Saini, Professor, Department of Forensic Science, Punjabi University, Patiala. (Nominees of the University)

Agenda No.	Particulars
4.1.	<p>Welcome by the Chairman.</p> <p>Dr. Jasvir Singh, Principal and Chairman welcomed the members to the 4th meeting of Academic Council. The principal introduced external members and then agenda of the meeting was taken up for discussion.</p>

4.2.

To approve the syllabi of various courses recommended by Board of Studies of various departments for Under Graduate and Post Graduate Programmes. Annexure I

i) Dr. Amrit Singh (Member Secretary) presented the syllabi recommended by Board of Studies of various departments for UG Courses as stated below:

- 1) B.Sc. (Non-Medical/Medical)
- 2) B.Sc (Honors) Agriculture
- 3) B.Sc. (Honors) Mathematics
- 4) B.Sc. (Honors) Chemistry
- 5) B.Sc. (Honors) Physics
- 6) B.Com.(General)
- 7) B.Com. (Honors)
- 8) B.Com. (Accounting& Finance)
- 9) B.B.A.
- 10)B.C.A.
- 11)B.Voc. (Food Processing, Software Development, Retail management and Hospitality and Tourism)
- 12)B.Sc. (Artificial Intelligence and Data Science)
- 13)B.A. with following subjects:
English, Punjabi, Hindi, Geography, Economics, History, Gurmat Sangeet, Music Vocal, Physical Education, Political Science, Fine Arts, Religious Studies, Computer Science, Maths, Journalism and Mass Communication.
- 14) B.A. (Honors)English

ii) Dr. Amrit Singh presented the recommended syllabi by Board

of Studies of various departments for PG Courses as stated below:

- 1) M.Sc. Mathematics
- 2) M.Sc. Chemistry
- 3) M.Sc. Physics
- 4) M.Sc. Botany
- 5) M.Sc. Zoology
- 6) M.Sc. IT
- 7) M.Com.
- 8) M.A. English
- 9) M.A. Punjabi
- 10) M.A. Hindi
- 11) M.A. History
- 12) M.A. Political Science
- 13) M.A. Economics
- 14) M.A. Music Vocal

iii) Dr. Amrit Singh presented the recommended syllabi by Board of Studies of various departments for Interdisciplinary choice-based credit courses in Under Graduate first year classes;

- 1) Fine Arts-I (Sem-I)
- 2) Fine Arts-II (Sem-II)
- 3) Music Vocal (Sem I & II)
- 4) Gurmat Sangeet (Sem I & II)
- 5) Religious Studies (Sem I & II)
- 6) Essentials of English Grammar (Sem I & II)
- 7) Punjabi Folk Stream and Culture (Sem I & II)

	<p>8) Health and Fitness (Sem-I)</p> <p>9) Yoga and Stress Management (Sem-II)</p> <p>10) General Aptitude & Reasoning (Sem I & II)</p> <p>11) Fundamentals of Computer (Sem I & II)</p> <p>12) Consumerism in India (Sem I & II)</p> <p>13) Production Technology of Horticulture Crops (Sem I & II)</p> <p>14) Medicinal Plants-I (Sem-I)</p> <p>15) Medicinal Plants-II (Sem-II)</p> <p>16) Introduction to Bee Keeping (Sem-I)</p> <p>17) Process of Bee Keeping (Sem-II)</p> <p>18) Chemistry in Life (Sem I & II)</p> <p>Discussion and Suggestions:</p> <p>Dr. Gurpreet Singh Lehal appreciated the introduction of Interdisciplinary choice-based credit courses in Under Graduate first year classes and also suggested to include feedback from students for minor changes in syllabi.</p> <p>Resolution 4.2:</p> <ul style="list-style-type: none"> • It is resolved to approve the scheme and syllabi of various courses recommended by Board of Studies of various departments for Under Graduate and Post Graduate Programmes for session 2022-24 for PG classes and 2022-25 for UG classes. • Introduction of Interdisciplinary choice-based credit courses in Under Graduate first year classes has been approved from session 2022-23.
4.3.	<p>To approve names of Academic Council nominees for Board of Studies of various Under Graduate and Post Graduate</p>

	<p>programmes. Annexure II</p> <p>Resolution 4.3:</p> <p>The council has approved the names of Academic Council Nominees for Board of Studies of various courses.</p>
4.4.	<p>To approve the tuition and examination fee structure for the session 2022-23. Annexure III</p> <p>Resolution 4.4:</p> <p>It is resolved to accept the tuition fee as such without any modification. The inclusion of fee for Reappear examination of all qualifying examination in different Programmes and fee for special golden chance examination, after availing two chances of Reappear by the student has been also approved.</p>
4.5.	<p>To approve number of units and seats matrix for various programmes. Annexure IV</p> <p>Resolution 4.5:</p> <p>It is resolved to accept number of units and seats matrix for various programmes with increase in number of units for B.Sc. (Hons) AI & DS from 1 to 1.5 and for B.C.A from 2.5 to 4. The limit of seats for B.A. is fixed as 400 and for B.Sc. (Non-Medical & Medical) is fixed as 200</p>
4.6.	<p>To approve orientation/Faculty Development programme for newly recruited faculty for session 2022-23.</p> <p>Resolution 1.7:</p> <p>It is resolved to conduct orientation/faculty Development programme in the first week of August and second week of January.</p>
4.7.	<p>To approve the introduction of following programmes at the Post</p>

	<p>Graduate Level;</p> <ul style="list-style-type: none"> (i) M.A. Music Vocal (ii) Master of Computer Applications (M.C.A.) <p>Discussion and Suggestions:</p> <p>All the council members appreciated the introduction of new courses and encouraged the same.</p> <p>Resolution 4.7:</p> <p>Approved.</p>
4.8.	<p>To approve the introduction of following ad-on courses at the Under Graduate Level;</p> <ul style="list-style-type: none"> (i) General Aptitude and Reasoning (ii) Elementary course and medicinal plants (iii) M.S. Office (Word, power point and excel) (iv) Basics of computer in Punjabi (v) Learning corporate skills (vi) Fundamentals of mathematics (vii) Basics of fundamental rights and duties <p>Discussion and Suggestions:</p> <p>All the council members appreciated the introduction of new courses and encouraged the same.</p> <p>Resolution 4.8:</p> <p>Approved</p>
4.9.	<p>To approve the introduction of following Interdisciplinary choice-based credit courses in Under Graduate first year classes;</p> <ul style="list-style-type: none"> (i) Fine Arts-I (Sem-I) (ii) Fine Arts-II (Sem-II) (iii) Music Vocal (Sem I & II) (iv) Gurmat Sangeet (Sem I & II) (v) Religious Studies (Sem I & II) • (vi) Creative Writing (Sem I & II)

	<p>(vii) Punjabi Folk Stream and Culture (Sem I & II)</p> <p>(viii) Health and Fitness (Sem-I)</p> <p>(ix) Yoga and Stress Management (Sem-II)</p> <p>(x) General Aptitude & Reasoning (Sem I & II)</p> <p>(xi) Fundamentals of Computer (Sem I & II)</p> <p>(xii) Consumerism in India (Sem I & II)</p> <p>(xiii) Production Technology of Horticulture Crops (Sem I & II)</p> <p>(xiv) Medicinal Plants-I (Sem-I)</p> <p>(xv) Medicinal Plants-II (Sem-II)</p> <p>(xvi) Introduction to Bee Keeping (Sem-I)</p> <p>(xvii) Process of Bee Keeping (Sem-II)</p> <p>(xviii) Chemistry in Life (Sem I & II)</p> <p>Discussion and Suggestions:</p> <p>All the council members appreciated the introduction of Interdisciplinary choice-based credit courses in Under Graduate first year classes.</p> <p>Resolution 4.9:</p> <p>Approved</p>
4.10.	<p>To submit the report of faculty incentive scheme for session 2020-21. Annexure V</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> • Dr. Gurpreet Singh Lehal and other members of Academic Council appreciated the faculty incentive scheme implemented on the faculty of the college. <p>Resolution 4.10:</p> <p>The faculty incentive scheme for session 2021-22 has been resolved to approve.</p>
4.11.	<p>To submit the report of Annual Prize distribution of the college</p>

	<p>for session 2021-22. Annexure VI</p> <p>Resolution 4.11:</p> <p>Council has approved the report of Annual Prize distribution of the college for session 2021-22.</p>
4.12.	<p>To approve list of students who are eligible for studying Mudla Gyan in lieu of Punjabi compulsory. Annexure VII</p> <p>Resolution 4.12:</p> <p>The list of students who are eligible for studying Mudla Gyan in lieu of Punjabi compulsory has been approved.</p>
4.13.	<p>To approve list of students who got jobs in the last year of their programme. Annexure VIII</p> <p>Resolution 4.13:</p> <p>The list of students, who got jobs in the last year of their programme has been approved by council. These students are exempted from attending the regular classes and they must appear in MSTs, Practical and Theory Examination</p>
4.14.	<p>To approve the admission of students at intermediate level migrated from other university or college. Annexure IX</p> <p>Resolution 4.14:</p> <p>The council has approved the list of students for the admission in the college at intermediate level migrated from other university or college.</p>
4.15.	<p>To submit the Result report for odd and even semesters of session 2021-22. Annexure X</p> <p>Resolution 4.15:</p> <p>The council has approved the result report for odd and even semesters of session 2021-22.</p>

4.16.	<p>To approve the minutes of meeting of moderation committee. Annexure XI</p> <p>Resolution 4.16:</p> <p>The council has approved the minutes of meeting of moderation committee for session 2021-22.</p>
4.17.	<p>To approve the minutes of meeting of UMC committee. Annexure XII</p> <p>Resolution 4.17:</p> <p>The council has approved the minutes of meeting of UMC committee for session 2021-22.</p>
4.18.	<p>To approve the scheme “Earn while Learn” from session 2022-23. Annexure XIII</p> <p>Discussion and Suggestions:</p> <p>All the council members appreciated the introduction of the scheme “Earn while Learn”. Dr. Randev Singh suggested to encourage the students to provide their volunteer services to society and students will be rewarded with course credit in lieu of these services.</p> <p>Resolution 4.18:</p> <p>The council has approved the scheme “Earn while Learn” from session 2022-23.</p>
4.19.	<p>To approve the Academic Calendar of the college for the Academic Year 2022-23. Annexure XIV</p> <p>Discussion and Suggestions:</p> <p>Dr. Malkeet Singh and Dr. Ravinder Singh Rekhi suggested to provide academic calendar in the beginning of the session.</p> <p>Resolution 4.19:</p>

	The council resolved to approve the Academic Calendar of the college for the Academic Year 2022-23.
4.20.	<p>To approve the Preponement of reappear examination for final year students. Annexure XV</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> • Dr. Gurpreet Singh Lehal highly appreciated the preponement of reappear examination for benefit of final year students. • Mr. Prabhjeet Singh suggested the inclusion of preponement of reappear examination of 5th and 6th semester of UG classes, 7th and 8th semester of UG agriculture classes and 3rd and 4th semester of PG classes. • Dr. Amrit suggested to follow the similar pattern as that of Panjab School education Board to conduct reappear examination of final year students within 15 days after the declaration of their respective results. <p>Resolution 4.20:</p> <p>The council resolved to approve the 'preponement of reappear examination of 5th and 6th semester of UG classes, 7th and 8th semester of UG agriculture classes and 3rd and 4th semester of PG classes.</p>
4.21.	<p>To approve the change in number of marks required for the case of re-evaluation of answer sheets from second and third examiner. Annexure XVI</p> <p>Resolution 4.21:</p> <p>The council resolved to approve that the answer sheet shall be sent to the third examiner(re-evaluator) only if the marks given by second examiner exceeds 20% of the marks awarded by first examiner.</p>

4.22.	<p>To approve the change in rules and procedure for determine the merit of students. Annexure XVII</p> <p>Discussion and Suggestions:</p> <p>Dr. Gurpreet Singh Lehal and all council members appreciated the changes made in the rules to decide the merit of the students.</p> <p>Resolution 4.22:</p> <p>The council has approved the change in rules and procedure for determine the merit of students.</p>
4.23.	<p>Any other agenda with the permission of the chair.</p> <p>To introduce B.Sc. (Hons) in Computer Science.</p> <p>Discussion and Suggestions:</p> <ul style="list-style-type: none"> • Dr. Gurpreet Singh Lehal and Dr. Surender Sharma suggested to introduce B.Sc. (Hons) in Computer Science from session 2023-24. <p>Resolution 4.23:</p> <p>The council resolved to introduce B.Sc. (Hons) in Computer Science from session 2023-24.</p>
4.24	<p>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.</p>

The meeting ended at 12:30 PM with a vote of thanks by Dr. Jasvir Singh, Principal and Chairman of Academic Council.

Principal


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