

Dated :- 05/07/2021

Minutes of meeting

A meeting was held on 05/07/2021 in the office of the convener of IQAC. Following members were present in the meeting.

Chairman: Dr . Jasvir Singh (Principal)

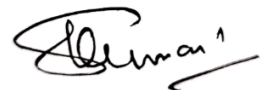
Coordinator: Dr. Sangeet Kumar

Members:

1. Dr. Mandeep Kaur
2. Dr. Navjeet Kaur
3. Prof. Darpan Sood
4. Prof. Tajinder Kaur
5. Dr. Gurpreet Kaur
6. Dr. Sartaj Singh
7. Dr. Amandeep Saroa
8. Dr. Shaveta Kaushal
9. Dr. Amrit Singh

The following points were discussed and suggested by the members.

- The feedback report for the session 2020-21 was discussed.
- The Academic Calender for the session 2021-22 was finalized.
- It was suggested to introduce Add-On Courses/ Value added courses by all departments.



Dr. Sangeet Kumar

IQAC Coordinator

Minutes of meeting

A meeting was held today in the office of the convener of IQAC. Following members were present in the meeting.

Chairman: Dr . Jasvir Singh (Principal)

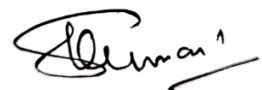
Coordinator: Dr. Sangeet Kumar

Members:

1. Dr. Mandeep Kaur
2. Dr. Navjeet Kaur
3. Prof. Darpan Sood
4. Prof. Tajinder Kaur
5. Dr. Gurpreet Kaur
6. Dr. Sartaj Singh
7. Dr. Amandeep Saroa
8. Dr. Shaveta Kaushal
9. Dr. Amrit Singh

The following points were discussed and suggested by the members

- A strategic plan was discussed to prepare AQAR for the session 2020-2021. In this regard, the duties were assigned to all criterion incharges for compilation of report for their respective criterion.
- It was proposed to organize a national conference by science department in the academic year 2021-22. In this regard, the IQAC members proposed to organize upcoming Punjab Science Congress 2022 in collaboration with Punjab Academy of Sciences.



Dr. Sangeet
Kumar

Dated :- 06/12/2021

Minutes of meeting

A meeting was held today in the office of the convener of IQAC. Following members were present in the meeting.

Chairman: Dr. Jasvir Singh (Principal)

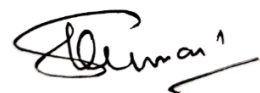
Coordinator: Dr. Sangeet Kumar

Members:

1. Dr. Mandeep Kaur
2. Dr. Navjeet Kaur
3. Prof. Darpan Sood
4. Prof. Tajinder Kaur
5. Dr. Gurpreet Kaur
6. Dr. Sartaj Singh
7. Dr. Amandeep Saroa
8. Dr. Shaveta Kaushal
9. Dr. Amrit Singh

The following points were discussed and suggested by the members

- The work done by all the members for timely submission of AQAR was reviewed.
- The achievements of the college in Youth Festival and other extra-curricular activities were discussed.
- The work done for organizing Silver Jubilee session of Punjab Science Congress 2022 was reviewed.



Dr. Sangeet Kumar

SRI GURU TEG BAHADUR KHALSA COLLEGE

INTERNAL QUALITY ASSURANCE CELL

IQAC Coordinator

Dated :- 18/04/2022

Minutes of meeting

A meeting was held on 01/07/2021 in the office of the convener of IQAC. Following members were present in the meeting.

Chairman: Dr . Jasvir Singh (Principal)

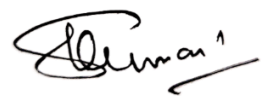
Coordinator: Dr. Sangeet Kumar

Members:

1. Dr. Mandeep Kaur
2. Dr.Navjeet kaur
3. Prof. Darpan Sood
4. Prof. Tajinder Kaur
5. Dr.Gurpreet Kaur
6. Dr.Sartaj Singh
7. Dr. Amandeep Saroa
8. Dr. Shaveta Kaushal
9. Dr. Amrit Singh

The following points were discussed and suggested by the members

- It was proposed to conduct a workshop on New Education Policy 2020.
- It was suggested to conduct a workshop on IPR and Patents for faculty.
- The feedback Performa for curriculum, college campus and teachers was reviewed. It was decided to include two sections namely, examination and library facilities in the feedback forms and the questionnaire for the same were finalized. Further, a strategic plan was prepared to get the forms filled by the students.



Dr. Sangeet Kumar

IQAC Coordinator

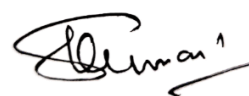
SRI GURU TEG BAHADUR KHALSA COLLEGE

INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT 2021-2022

The action taken report for the session 2021-22 for the various suggestions made in the IQAC meetings from July, 2021 to June, 2022 is as under:

Date	Suggestion(s)	Action taken
05/07/2021	To introduce Add-On Courses/ Value added courses by all departments	Following Add-on courses were introduced: a) Learning Corporate Skills b) Basic Virology c) General Aptitude and Reasoning d) Elementary Course in Medicinal Plants e) Fundamentals of Mathematics f) MS-Office (Word, PowerPoint & Excel) g) Basics of Fundamental Rights and Duties h) Basics of Computer in Punjabi i) Good Lab Practices j) Customer Service Skills
02/08/2021	a) Agenda to prepare AQAR for the session 2020-2021 b) Proposal to organize upcoming Punjab Science Congress 2022 in collaboration with Punjab Academy of Sciences	a) Strategic plan was finalized and AQAR duties were assigned for timely completion. b) Proposal was prepared and submitted to Punjab Academy of Sciences for organizing 25 th Punjab Science Congress in February 2022.
06/12/2021	a) AQAR is reviewed b) work done for organizing Silver Jubilee session of Punjab Science Congress 2022 was reviewed	a) AQAR report corrected, compiled and submitted. b) Punjab Science Congress was held in Feb 2022.
18/04/2022	a) Proposal to conduct a workshop on IPR and Patents and New Education Policy 2020. b) feedback Performa for curriculum, college campus and teachers was reviewed. Two sections namely, examination and library facilities were suggested to be included in the feedback forms.	a) Workshop on NEP 2020 was organized on April 27, 2022. b) Workshop on IPR and Patents for faculty was held on April 30, 2022. c) Feedback was collected successfully.



Dr. Sangeet Kumar

IQAC Coordinator