

IQAC Meeting 2020-2021

Meeting – 1

2nd July 2020

Time: 11:30 Am

Venue : Seminar Room

IQAC Members:

1. Dr. Kiran Walia (Principal)
2. Ms. Manju Ahluwala
3. Mr. Naval Kishore Dogra
4. Ms. Anuradha
5. Ms. Sanjana walia
6. Ms. Sandeep Nandra
7. Mr. Sandeep Walia
8. Ms. Neeti
9. Mr. Harvinder chauhan
10. Ms. Priyanka
11. Dr. Kanwaljit Singh
12. Dr. Vanita Chahal
13. Mr. Kuldip Sharma

The meeting of the day was called to guide the members of IQAC regarding collection and compilation of data from various departments, as there were some changes in the pattern as compared to previous year. All criteria were discussed one by one and were distributed to the members. Mrs. Manju Ahluwalia and Mr. Naval Dogra handled all the queries of the members

Another issue that was discussed in the meeting was formation of suitable strategies regarding admissions to various classes in the upcoming session. Due to the pandemic of Covid-19, prevailing across the globe, there was no chance of students coming to college physically. So, it was discussed that online classes will

be held in coming semester. Keeping this thing in mind, faculty members have to make preparations accordingly. A common platform (App) out of Zoom, Google meet and others will be selected to be used by all i.e. teachers as well as students. As some of the students hailing from rural background may not have smart phones, what will be the mode of connection to those students. Lot many suggestions were received. Madam Principal asked teachers of Computer department Mr. Naval Dogra and Mr. Harvinder Chauhan to check the pros and cons of using various platforms and report to her, so that a suitable decision could be taken.

IQAC Meeting 2020-2021

Meeting – 2

1st August 2020

Time: 10:00 Am

Venue : Management Room

IQAC Members:

1. Dr. Kiran Walia (Principal)
2. Mr. Kuldeep Sharma (Office Suptt. Cum Manager)
3. Ms. Manju Ahluwala
4. Mr. Naval Kishore Dogra
5. Dr. Ruminder Kaur
6. Ms. Anuradha
7. Ms. Sanjana walia
8. Ms. Neeti
9. Mr. Harvinder chauhan
10. Dr. Kanwaljit Singh
11. Dr. Vanita Chahal
12. Ms. Priyanka
13. Mr. Sandeep Walia

Main objective of the meeting was to prepare all the teachers for online classes in advance, keeping in view the current scenario and upsurge in the number of covid cases. Mr. Naval Dogra highlighted the problems relating to online classes. Madam Principal stressed on the need of being extra-ordinary efficient in this regard to that a competitive advantage could be achieved and make admissions number better. She suggested to put best efforts as per potential. Few suggestions were given by members as listed below:

Classes are to be more theory based less practical work as per guidelines laid by GNDU. University is also planning to cut short the syllabus in coming session.

Teachers should prepare and share e-content in advance. It can be in form of PPT, slides, diagrams, figures, audios or videos.

Teaching should not be confined to sharing to text only.

Common digital platforms Zoom/Google Meet to be used. Connectivity should be tested in advance and discrepancies to be reported to Mr. Naval.

Mr. Kuldeep Sharma stated that medium of instruction should be English but all the members suggested to keep it mixed as we cater/reach to the students from different backgrounds.

All teachers will sit in different rooms for their classes and timings as per timetable is to be followed strictly.

After 30-35 minutes of teachings there should be discussion time so that if there is any doubt, that could be classified

Lease-line of the college to be checked and upgraded if need be.

Wi-Fi passwords to be shared with all the teachers as per their area/floor.

Next in the meeting was a thorough discussion took place on 'New Education Policy'. Madam Principal elaborated salient features of the NEP and asked all the members to go through it so that requisite changes could be made in college procedures. Madam Mrs. Manju Ahluwalia shared that since we are beginners in this field, there is a web platform named-'Education Technology Mantra.com. It could help the beginners in imparting online education.

In the end Madam Principal insisted on doing best in teaching as this is the only medium left to connect to the students. Retention of existing students and procuring new students with help of 'Word of Mouth' publicity was the need of the hour.

IQAC Meeting 2020-2021

Meeting – 3

19 November 2020

Time: 10:00Am

Venue : Management Room

IQAC Members:

1. Dr. Kiran Walia (Principal)
2. Mr. Kuldeep Sharma (Office Suptt. Cum Manager)
3. Ms. Manju Ahluwala
4. Mr. Naval Kishore Dogra
5. Ms. Anuradha
6. Ms. Sanjana walia
7. Ms. Neeti
8. Mr. Harvinder chauhan
9. Dr. Kanwaljit Singh
10. Dr. Vanita Chahal
11. Ms. Priyanka
12. Ms. Sandeep Nandra
13. Mr. Sandeep Walia

- The Principal Dr. Kiran Walia asked the teachers to discuss with the students about online exams and asked the students to guide the students how to appear in the exams to be conducted online
- The teachers were asked to conduct maximum numbers of webinars . And keep a record of the webinars conducted department wise.
- Academic calendar was shared with the staff members. All the academic and co-curricular activities have been incorporated to give a wholesome learning experience to the students.

- To remain in touch with the students, the teachers were asked to create whatsapp group and to share every information with the students through whatsapp groups.
- It was also discussed that all the classes will be more practical based and less theory based
- It was discussed that syllabus would be completed as soon as possible so as to give the students time to prepare well for the exams by giving class tests and periodic tests.
- It was also discussed that at the end of every class students would be given time for their query to make the lectures interactive.

IQAC Meeting 2020-2021

Meeting – 4

20th March 2021

Time: 11:00Am

Venue : Management Room

IQAC Members:

1. Dr. Savinder Pal (Principal)
2. Mr. Naval Kishore Dogra
3. Dr. Kanwaljit Singh
4. Dr. Ruminder Kaur
5. Ms. Aman Lata
6. Ms. Sanjana walia
7. Ms. Neeti
8. Mr. Harvinder chauhan
9. Dr. Kanwaljit Singh
10. Dr. Vanita Chahal
11. Ms. Priyanka
12. Ms. Sandeep Nandra
13. Mr. Sandeep Walia

The meeting was held in the Management Room of the college to introduce the newly appointed Principal Mam to the members in IQAC team of the college. Meeting was presided over by Madam Principal. Newly appointed Mam were updated regarding working procedure of IQAC team, their contribution and involvement in various academic as well as non-academic activities of the college.

In this meeting Mr. Naval Dogra, co-ordinator, IQAC, informed the attendees about the changes made by UGC in the submission process of AQAR. There were some technical changes due to which data collection and compilation process is also going to be different from the previous one.

IQAC Meeting 2020-2021

Meeting – 5

15TH JUNE 2021

Time: 12:00Pm

Venue : Management Room

IQAC Members:

1. Dr. Savinder Pal (Principal)
2. Mr. Naval Kishore Dogra
3. Dr. Kanwaljit Singh
4. Dr. Ruminder Kaur
5. Ms. Aman Lata
6. Ms. Sanjana walia
7. Ms. Neeti
8. Mr. Harvinder chauhan
9. Ms. Priyanka
10. Ms. Sandeep Nandra
11. Mr. Sandeep Walia

This meeting was called to review, discuss and approval of the AQAR before final submission.

All the criteria were discussed by the respective incharges and information provided by various departments was discussed at length. The language was corrected wherever required. Numbers were verified before final approval of the AQAR. Mr. Naval Dogra formally offered a vote of thanks to all the IQAC members for their untiring efforts and unconditional support in collecting, compiling and preparing data for submission.

Mam Principal also expressed her gratitude towards the team.