

GURU NANAK COLLEGE SUKHCHAINANA SAHIB, PHAGWARA

IQAC-NAAC Minutes of Meeting

Date: 14.10.2019

The minutes of the proceedings of IQAC held on 14.10.2019 in the office of the Chairperson at 1.40 p.m.

1. Name of the participants

Dr. Gurdev Singh (Principal), Chairperson, IQAC
Dr. Seema Kapoor, Assistant Professor in English, Co-coordinator, IQAC
Prof. Parmjit Singh, Assistant Professor in Computer Science
Dr. Inderjit Kaur, Assistant Professor in Punjabi
Dr. Manpreet Kaur, Assistant Professor in Commerce
Dr. Shamika Kumar, Assistant Professor in Economics
Dr. Reena, Assistant Professor in English
Dr. Y.S. Bhatia, Assistant Professor in History
Dr. Parminder Singh, Assistant Professor in Punjabi
Prof. Chandni, Assistant Professor in Computer Science
S. Jatinder Singh, Office clerk and Alumni Member
S. Jaspreet Singh, Office clerk and Alumni Member
S. Satnam Singh Sahni, Sarpunch and Managing Committee
Sh. Surinder Chawla, Alumni Member

2. Absent

S. Jatinder Singh Kundi, Industrialist and Member Managing Committee

3. Agenda

1. Review of previous IQAC meeting held on 20.08.2019 and suggestions given and status of compliance.
2. To review mid semester test results and action plan for improvement.
3. Review of feedback from the parents and redress the grievances.
4. To discuss the activities as per academic calendar.
5. To discuss status of syllabus of different classes.
6. To decide date and guests for golden jubilee celebration as well as 550th birth anniversary of Sri Guru Nanak Dev Ji.

4. Decisions Made

1. The coordinator of IQAC reported the final submission of yearly status report 2018-19 and as per the decision taken in the previous meeting the preparation of Golden Jubilee Souvenir was on full swing.
2. Mid semester test results were reviewed in the meeting and it was proposed to take zero period for the improvement of students in some subjects.
3. As the PTM was held on 12.10.2019 to report the performance of students in MSTs to the Parents, we got the feedback forms filled by them and these forms were reviewed by the Teacher-in-charge and report was presented before IQAC. There was overwhelming appreciation for academics but some of the grievances like bus facility for boys were to be redressed.
4. It was reported by heads of departments that the activities of their respective departments were in compliance with academic calendar.
5. It was reported by heads of departments that syllabi of classes were running smoothly and it was instructed by the chairperson to complete the syllabus by the end of October so that conducive revision could be made.
6. In the previous meeting, it was decided to publish a souvenir commemorating milestones, marking the 50 years' journey traversed by the institution. After heated discussion, it was decided to release the same on 5th November 2019. During the course of celebration the following activities were decided to be organized:

(a) Blood Donation Camp

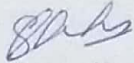
(b) Students' Competitions to highlight the life, teachings and philosophy of Sri Guru Nanak Dev Ji.

(c) Distinguished scholar Dr. Sarabjit Singh Renuka, who has a good number of books to his credit, to be the resource person on that pious day, who will enlighten the students by highlighting the role of Sri Guru Nanak's philosophy in the present society.

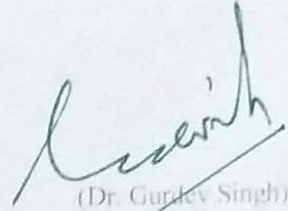
5. Future Plans:

1. Internal audit by IQAC.

The meeting was adjourned by the Chairperson at 2:30 p.m



Dr. Seema Kapoor
Coordinator IQAC



(Dr. Gurdev Singh)
Chairperson IQAC