

GURU NANAK COLLEGE SUKHCHAINANA SAHIB, PHAGWARA

IQAC-Management Minutes of Meeting

Date: 02.08.2021

The minutes of the proceedings of IQAC and Management, Guru Nanak College, Phagwara held on 31.07.2021 in the seminar hall, maintaining social distancing at 1.00. p.m.

1. Name of the participants

S. Jatinder Singh Palahi, President Managing Committee
Dr. Gurdev Singh (Principal), Chairperson, IQAC
S. Harmander Singh, General Secretary Managing Committee
Prof. Parmjit Singh, Assistant Professor in Computer Science
Dr. Seema Kapoor, Assistant Professor in English, Co-coordinator, IQAC
Dr. Reena, Assistant Professor in English
Dr. Manpreet Kaur, Assistant Professor in Commerce
Dr. Shamika Kumar, Assistant Professor in Economics
Prof. Arwinder Kaur, Assistant Professor in Computer Science
Dr. Parminder Singh, Assistant Professor in Punjabi
S. Jatinder Singh, Office clerk and Alumni Member
S. Jaspreet Singh, Office clerk and Alumni Member
Sh. Surinder Chawla, Alumni Member
S. Satnam Singh Sahni, Sarpunch and Member Managing Committee
S. Jatinder Singh Kundi, Industrialist and Cashier Managing Committee
Dr. Roop Lal, Member Managing Committee
S. Parminder Singh, Member Managing Committee

2. Absent

Dr. Inderjit Kaur, Assistant Professor in Punjabi
Dr. Y.S. Bhatia, Assistant Professor in History

3. Agenda

- 1) To discuss the exercises to be done for second NAAC accreditation.
- 2) Report on online feedback forms from stakeholders.
- 3) Academic audit.
- 4) Green audit.
- 5) To enrich library resources.
- 6) To arrange administrative training program for non-teaching and teaching staff
- 7) To take Quality initiatives for the overall development of students.
- 8) Evaluation of odd semester results
- 9) To contemplate on chalking out strategy for even semester exams as per GNDU guidelines.
- 10) Any other issue with the special permission of the chair.

4. Discussions Made

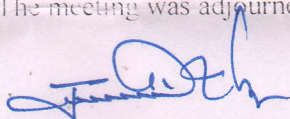
- i. The Chairperson IQAC read the report of odd semester IQAC meetings, action plans and status of compliance.
- ii. The chairperson IQAC intimated the management with the preparations and exercises were being done for second NAAC accreditation as per its guidelines. He put before them all the work done by department heads to update department profiles and website as part of mandatory exercise.
- iii. The management was made aware about the feedback forms from stakeholders i.e. parents, students, Alumni and teachers were prepared and uploaded on college website. These were duly filled and submitted by the stakeholders and the summary of the same was shared with management members by the chairperson IQAC, which exhibited the satisfaction of parents and students in the field of academic exercises done by college staff. Teachers' response was also in favor of the institution as they were given required prerequisite and timely salary.
- iv. The Coordinator reported that Academic Audit proformas were duly filled and submitted by different departments. It was under process and was to be evaluated by Dr. S.S. Deol, Former Principal GHG Khalsa College, Gurusar Sadhar, Ludhiana and Dr. R.S. Jhanjhi, Principal A.S. College, Khanna, member senate and syndicate, (Punjab University, Chandigarh).

- v. Green audit report was put before the management, which was prepared under the able guidance of Dr. P.S. Tyagi, Prof. of Agriculture, SBBS University, Jalandhar and Former Principal Ramgarhia College, Phagwara. In order to strengthen the ecosystem 150 saplings were planted in the college ground.
- vi. Management was told that Library resources were strengthened by renewing N-List subscription and a good number of books were added to enrich the library on the demand of faculty members.
- vii. The IQAC chairperson in his report apprised the management about a training program which was conducted for both teaching and non-teaching staff under the title "Online Data Storage & Management" to hone their IT skills by competent keynote speaker and instructor Prof. Parmjit Singh Marwaha.
- viii. Due to the pandemic, physical classes were suspended, so it was decided to arrange online activities for students for their overall personality development.
- ix. IQAC coordinator read the report of odd semester results of all classes. Performance of Anik Dhir of PGDBM was highly commended by all the members, who stood first in university by securing 90% marks. Tarwinder Singh and Barpreet Kaur of same class stood fifth in university by securing 88% marks each. B.Com (FS) Semester III students Gurwinder Singh stood fifth in university by securing 82% marks and Arun Kumar also showed sterling performance by securing 81% marks. Ranjna Kumari of B.Com. semester III was praised for bringing laurels by securing 80% marks. 9 other students of M.Com. semester I & III and B.Com. semester (FS) I and BCA semester I were also mentioned for securing more than 75% marks
- x. It was also added that emails and phone numbers from students were confirmed by faculty members as per duties assigned to conduct online examinations. Registrar of college Prof. Parmjit Singh arranged a webinar for students to make them understand the guidelines of GNDU on 15.07.2021 by giving slots to different semesters.

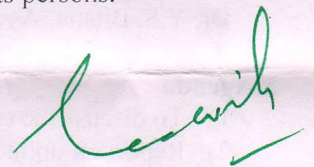
5. Future Plans

- 1) To expand the infrastructure for providing better facilities.
- 2) To promote sports culture among the students and enhance facilities for the sports persons.

The meeting was adjourned by the President at 2.30 p.m.



S. Jatinder Pal Singh Palahi **President**
President
G.N. College Managing Committee
Sukhchainana Sahib, Phagwara



(Dr. Gurdev Singh)
Principal
Guru Nanak College
Sukhchainana Sahib, Phagwara