

**GURU NANAK COLLEGE SUKHCHAINANA SAHIB, PHAGWARA**  
**IQAC-Management Minutes of Meeting**

Date: 31.12.2020

The minutes of the proceedings of IQAC and Management, Guru Nanak College, Phagwara held on 30.12.2020 in the seminar hall, maintaining social distancing at 11.00. a.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. Inderjit Kaur, Assistant Professor in Punjabi  
Dr. Reena, Assistant Professor in English  
Dr. Manpreet Kaur, Assistant Professor in Commerce  
Dr. Shamika Kumar, Assistant Professor in Economics  
Dr. Y.S. Bhatia, Assistant Professor in History  
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**

NIL

**3. Agenda**

- 1) To present the report of reopening of college as per university notification and constitution of task force.
- 2) To present AQAR 2019-20.
- 3) Report of different activities under 'Induction Program' during odd semester 2020-21.
- 4) Report on strengthening small industry linkage.
- 5) Discussion on results of terminal semester examination.
- 6) Report on publishing edited book.
- 7) Any other issue with the special permission of the chair.

**4. Discussions Made**

- i. Minutes of previous meeting were confirmed and compliance was discussed.
- ii. The Chairperson read the report of odd semester IQAC meetings, action plans and status of compliance.
- iii. The management was informed that safety protocol norms to deal with Covid-19 were being followed strictly in the college campus and for this purpose, a Task Force under the supervision of Dr. Seema Kapoor, Coordinator IQAC had been constituted, to deal with Covid-19 related issues.
- iv. The AQAR 2019-20 which had already been submitted was read by the IQAC coordinator before the management. The management members took keen interest in criterion wise metrics and acclaimed the achievements of the college.
- v. It was reported by the chairperson that a campaign was initiated by organizing a rally with students to sensitize the people of rural area in connection with personal hygiene, sanitization and mask wearing as the pandemic cases were surging high in second wave. Sanitizer bottles were also distributed by going door to door in the vicinity of the college.

Second step under Induction Program was taken by initiating a program of teaching English grammar as extension lectures to the students of villages for community development. Dr. Seema Kapoor visited Govt. Sen. Sec. school, Athouli and delivered an extension lecture on the topic "Building Blocks of English" and Dr. Reena delivered an extension lecture on the topic "Parts of Speech" on 17.11.2020 to the students of Govt. Sen. Sec. school, Soond. The efforts were highly applauded by the management members.



Subject societies were constituted in the first week of December and Trees were planted in collaboration with 8 Punjab Battalion NCC on 26th November 2020. Plaudits were bestowed by the management members in favor of IQAC.

- vi. The chairperson presented in his report that a group of commerce students was taken on a visit to Kotli Brickkiln on 05.12.2020, in order to strengthen small scale industry linkage. The management members supported the efforts and suggested to adopt such practice in future.
- vii. The results of terminal semester exams which were conducted in September 2020 were read before the management. The management members were full of great applauses for the results of all streams which were 100% and they congratulated the chairperson for the students who bagged distinction and merit positions. The efforts of Monika Bhanot, B.Com, Navdeep Kaur, B.Sc. (NM), Mamta Rani, PGDCA, Radhika Sharma, PGDCA and Priya Mittoo, M.Com. were acclaimed by the members.
- viii. As Covid-19 had changed the scenario of writing arena, it was reported by the chairperson that an interdisciplinary edited book with ISBN number on various themes related to Covid-19 was being published under the editorship of Dr. Seema Kapoor and team.

#### 5. Future Plans

- 1) To support meritorious students by distributing scholarships.
- 2) To strengthen the liaisoning among the stakeholders like, students, teachers, parents, employers etc.

The meeting was adjourned by the President at 2.00 p.m.



S. Jatinder Pal Singh Palahi  
President



(Dr. Gurdev Singh)  
Principal