

GURU NANAK COLLEGE SUKHCHAINANA SAHIB. PHAGWARA

IQAC-NAAC Minutes of Meeting

Date: 23/01/2023

The meeting of the IQAC of the college took place in the Principal's office on 21.01.2023 at 01:00 PM onwards. The meeting was presided over by the Principal and the Chairperson IQAC, Dr Gurdev Singh Randhawa.

1. Name of the participants

Dr. Gurdev Singh (Principal), Chairperson, IQAC

Dr. Yadwinder Jit Singh Bhatia, Assistant Professor in History, Co-coordinator, IQAC

Prof. Ashutosh, Assistant Professor in Commerce

Prof. Mandeep Kaur, Assistant Professor in English

Dr. Kulwinder Singh, Assistant Professor in Physical Education

Dr. Reena, Assistant Professor in English

Prof. Arwinder Kaur, Assistant Professor in Computer Science

Dr. Manpreet Kaur, Assistant Professor in Commerce

Dr. Shamika Kumar, Assistant Professor in Economics

Dr. Sukhwinder Singh, Librarian

S. Jaspreet Singh, Office clerk and Alumni Member

2. Absent:

Dr. Swinder Singh (Member, Managing Committee)

Ms. Reena, Student (Member, Student)

Ms. Liza Student (Member, Student)

3. Agenda

- To discuss the time table for even semester and further teaching strategy.
- To decide Republic Day activities.
- To plan activities for the month of February.
- To decide date and activities of athletic meet.
- Distribution of free books to needy students.
- To plan industrial visit and placement drive for the students of final year.
- Any other issue with the special permission of the chair.

4. Decisions Made


1. The minutes of the previous meeting were read out and confirmed.
2. The College time table committee presented time table of even semester and discrepancies were discussed and were asked to resolve. Department heads were asked to check the teaching plans of faculty members.

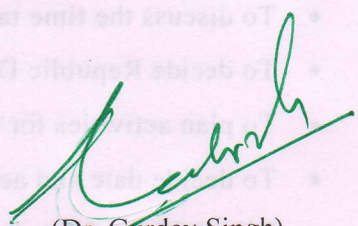
- GURU NANAK COLLEGE SUKHCHEWANA SAHIB PHAGWARA
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3. On Demand of SDM, Phagwara, NCC officer ANO Prof. Ashutosh was instructed to send NCC Cadets to Govt. Sen. Sec. School Phagwara on 26th January 2023 to take part in Republic Day parade.
 4. Head of the English Department, proposed to take students to different schools under Community Development Program to check their course outcomes.
 5. Head of the Punjabi Department, proposed the plan of arranging creative activities for the college students. Following the discussion, it was decided to organize Poster-Making competition, Essay-Writing competition, Story-Writing competition and Poem-Writing competition for undergraduate students. The proposal was approved by the chairperson.
 6. For the holistic development of students, physical activities also play an important part. As a result, IQAC decided that the annual athletic meet for students, faculty, and non-teaching staff would be held in the last week of February 2023. The chief guest is yet to be decided.
 7. Following the pattern of previous year's commerce department and Humanities will distribute free Text Books to needy students in the beginning of even semester. This Book distribution act is a prodigious step taken by the college.
 8. After a thorough discussion, it was decided to hold the annual convocation and annual prize distribution function, which will be scheduled in the month of March, as such functions boost the morale of achievers.
 9. The chairperson instructed the heads of the career counselling cell and commerce department to schedule an industrial visit and placement drive in the upcoming months for the final year students.

Future Plan:

- 1) To check attainment of course outcomes and program outcomes by students' performance.
- 2) To arrange farewell party for outgoing students.

The meeting was adjourned by the Chairperson at 3:00 PM.


Dr. Yadwinder Jit Singh Bhatia
Coordinator IQAC


(Dr. Gurdev Singh)
Principal