

**GURU NANAK COLLEGE SUKHCHAINANA SAHIB, PHAGWARA**

**Minutes of Meeting Discipline Committee**

**Date: 24/07/2025**

The meeting of the IQAC of the college took place in the Principal's office on 23.07.2025 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, Coordinator, IQAC

Dr. Shamika Kumar, Assistant Professor in Economics

Dr. Reena, Assistant Professor in English

Prof. Arwinder Kaur, Assistant Professor in Computer Science

Prof. Ashutosh, Assistant Professor in Commerce

Dr. Kulwinder Singh, Assistant Professor in Physical Education

Sukhwinder Singh, Librarian

S. Jaspreet Singh, Office clerk and Alumni Member

Ms. Muskan (Member, Student)

Mr. Tajinder Singh (Member, Student)

**2. Absent:**

Nil

**3. Agenda**

- To welcome new members of IQAC.
- To organize an orientation programme for new students.
- To arrange an extension lecture for the commerce department.
- To discuss the Independence Day activities.
- To discuss the NSS/NCC Unit activities for the month of August.
- To plan the Library Day event.
- Distribution of free books to needy students.
- Any other issues may be raised with the special permission of the chair.

#### 4. Decisions Made

1. The minutes of the previous meeting were read out and confirmed.
2. The new student members, Muskan and Tajinder Singh, were welcomed by the chairperson and the coordinator of IQAC. They were sensitized to discuss the problems and requirements of students in IQAC meetings. Both the students' members thanked the chairperson for choosing them as members of IQAC.
3. The new students always need orientation, where they meet and greet senior students and get acquainted with the tradition and culture of the college. Head of the Departments was assigned the duty to prepare power point presentation indicating the achievements and glory of the college to tell new students so that they may follow the footprints of their seniors. The general orientation was planned to be organized in the first week of August 2025.
4. The chairperson directed the director of the commerce department to conduct an extension lecture on the theme of forming investment habits and protecting oneself from online fraud.
5. The coming 15th of August was a celebration of 79th Independence Day. On Demand of SDM, Phagwara, the Chairperson instructed the NCC officer ANO Prof. Ashutosh to send NCC Cadets to Govt. Sen. Sec. School Phagwara on 15th August 2025 to take part in Independence Day Parade.
6. On the Demand of Ministry of Youth Affairs and culture, the Chairperson directed Ms Meenakshi and Dr Parminder Singh, who lead the NSS unit, to plan an event to commemorate Independence Day.
7. The Chairperson directed Dr. Reena, Dean of Cultural Affairs, to organise a Teej event (a traditional festival celebration). Cultural performances, competitions, and student participation should all be planned to promote cultural legacy.
8. On the Demand of Ministry of Youth Affairs, the Chairperson instructed the in charges of NCC and NSS units to organise an Organ Donation and Drug Free society campaign to create awareness among youths and society.
9. The chairperson instructed the college librarian Sukhwinder Singh to organize an event on the occasion of Library day. This could include activities such as talks on the importance of libraries and organized quiz event.

Principal