

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN  
Sidhwan Khurd (Ludhiana)**

**AGENDA  
of  
IQAC MEETING 29 Nov, 2022**

The sequence of events will be as follow:-

Briefing of Action Taken Report of previous IQAC meeting.

**AGENDA**

**Criterion-I Curriculum Aspects**

1. To conduct Value Added Courses

**Criterion-II Teaching Learning & Evaluation**

2. To enhance the quality of Entry Level Testing

**Criterion-III Research & Outreach Activities**

3. To Conduct Community Outreach Programme (Book Exhibition)
4. To Conduct In House Seminars
5. To organize National Seminar

**Criterion-IV Infrastructure & Learning Resources**

6. Update ICT facilities
7. To add new text books in Library

### **Criterion-V Student Support & Progression**

8. To Conduct Workshop on Skill Enhancement for students
9. To organize Annual Sports' Meet
10. To raise Alumni Fund and its utilization

### **Criterion-VI Governance, Leadership and Management**

11. To organize In-House Workshop/Training Program for Non- teaching staff.
12. To Prepare Strategic Plan

### **Criterion-VII Institutional Values and Best Practices**

13. To conduct activities under Mahatma Gandhi National Council of Rural Education



**IQAC Coordinator**

**Principal**  25/11/22  
**IQAC Chairperson**

**G. H. G. Harparkash College**  
**of Education for Women**  
**SIDHWAN KHURD (Ldh.)**

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN  
Sidhwan Khurd (Ludhiana)**

**Resolution of 29<sup>th</sup> November, 2022**

**Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held on  
29.11.2022 at 10.00 AM**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of  
Education for Women)

Dr. Kiran Duggal, Coordinator, IQAC

Mrs. Pushpinder Kaur, Administrative officer

Dr. Manjeet Kaur, Administrative officer

S. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Dr. Geets Kundi

Mrs. Manpreet Kaur

**Technical Staff:**

Mr. Narinder Singh

Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi

Dr. Mahinder Kaur Grewal

**Community Representatives**

S. Karam Singh Sandhu

**Employers**

Mr. Pawan Sood

**Alumni Representatives**

Mrs. Jatinder Kaur

## **Students Representatives**

Ms. Shivani

Ms. Ritu

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the invitees. Dr. Kiran Duggal, IQAC Coordinator welcomed the members to the meeting once again and presented Action taken Report.

### **AGENDA POINTS :**

#### **Criterion 1: Curricular Aspect:**

##### **Agenda Point:**

To conduct Value Added Courses

##### **IQAC Resolved:**

- It was suggested that institute can design own certificate courses. It is also suggested to take some fee for skill oriented courses.

#### **Criterion 2: Teaching Learning & Evaluation**

##### **Agenda Point:**

To enhance the quality of Entry Level Testing

##### **IQAC Resolved:**

It was suggested that entry level testing should be comprehensive and testing should be done at multiple level instead of entry level for testing their various type of intelligence, attitude and behavior. It is also suggested that entry level testing should be practical instead of theoretical

#### **Criterion 3: Research & Outreach Activities**

##### **Agenda Point:**

- ❖ To Conduct Community Outreach Programme (Book Exhibition)
- ❖ To Conduct In House Seminars
- ❖ To organize National Seminar

##### **IQAC Resolved:**

- It is suggested that national level publisher should be invited for exhibition. Book exhibition should promote regional language. Information regarding book exhibition should spread in community through print and digital platforms. Digital literacy programme should be organized for community.

- In house seminar should be on NEP-2020 , Acts and regulations of UGC/NCTE MoE
- National seminar should be based on pedagogical ,Curricular and innovative technology in accord to NEP-2020

#### **Criterion-IV Infrastructure & Learning Resources**

##### **Agenda Point:**

1. Update ICT facilities
2. To add new text books in Library

##### **IQAC Resolved:**

- It is suggested to upgrade existing desktops so that latest open and free software should be installed and use for teaching and developing E- content. Students should be trained to use latest software. Teachers should also motivate students to develop E-content.
- To promote readership, various type of competitions should be organized. Best reader and other readership awards should be given. Information regarding new books should be shared in students' social media groups. Information regarding various e-book platform and national digital library should be given to students. It is also suggested that special incentives/awards should be given to those reader who reads books digitally.

#### **Criterion-V Student Support & Progression**

##### **Agenda Point:**

- ❖ To Conduct Workshop on Skill Enhancement for students
- ❖ To organize Annual Sports' Meet
- ❖ To raise Alumni Fund and its utilization

##### **IQAC Resolved:**

- For skill enhancement it is suggested that skills in art and craft should be enhanced along with ICT & Employability skills. To enhance student interest in art and craft, Art and craft museum should be established in institution.
- Institution must organize Annual Athletic meet. Students' physical health should be in priorities of the institution. Physical and sports activities must be regular feature of institution.
- It is suggested that to raise alumni fund, close contact should be developed with alumnus of the college. Alumni association should try to make contact with alumnus of the college for raising funds. Invite alumnus of the college in various functions and events to develop health relationship for betterment of institution.

## Criterion-VI Governance, Leadership and Management

### Agenda Point:

- ❖ To organize In-House Workshop/Training Program for Non- teaching staff.
- ❖ To Prepare Strategic Plan

### IQAC Resolved:

- The institution must organize Workshop for non- teaching staff regarding etiquettes Training.
- Strategic plan must be prepared by considering all the aspects, Educational Policies, NAAC guidelines and framework, UGC notification and regulations.

## Criterion-VII Institutional Values and Best Practices

### Agenda Point:

To conduct activities under Mahatma Gandhi National Council of Rural Education

### IQAC Resolved:

Mahatma Gandhi National Council of Rural Education is doing commendable work to uplift the rural communities. All the activities of MGNCRE are for the welfare of society so it is suggested that institution must conduct activities under MGNCRE for the service of mankind.

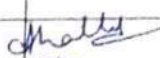

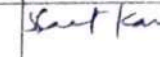
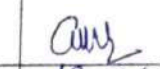

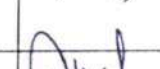
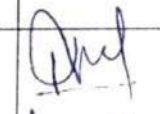
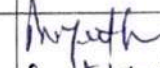
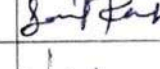
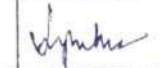

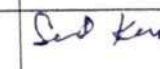

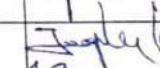

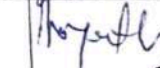
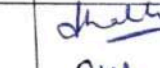
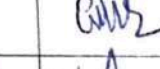





IQAC Coordinator

Principal  
IQAC Chairperson

  
Principal  
30/11/22  
G.H.G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)

## Duties to accomplish Program of Action of IQAC Meeting 29<sup>th</sup> Nov, 2022

Sr. No.	Criterion	Agenda/Resolve	Teacher Incharge	Signature
1	I	To conduct Value Added Courses	Dr. Shally Dr. Ajay Kumar	 
2	II	To enhance the quality of Entry Level Testing	Dr. Sarvjeet Kaur Dr. Geeta Kundi	 
3	III	To conduct Community Outreach Programme (Book Exhibition)	Mrs. Pushpinder Kaur Dr. Sarvjeet Kaur	 
4		To Conduct In House Seminars	Dr. Gurwinder Singh	
5		To organize National Seminar	Dr. Manjeet Kaur Dr. Sarvjeet Kaur	 
6	IV	Update ICT facilities	Dr. Jaspreet Kaur	
7		To add new text books in Library	Mrs. Pushpinder Kaur	
8	V	To Conduct Workshop on Skill Enhancement for students	Dr. Sarvjeet Kaur	
9		To organize Annual Sports Meet	Dr. Ajay Kumar	
10		To raise Alumni Fund and its utilization	Dr. Jagminder Kaur Mr. Karamjit Singh	 
11	VI	To organize In-House Workshop/Training Program for Non- teaching staff	Dr. Manjeet Kaur	
12		To Prepare Strategic Plan	Dr. Shally Dr. Geeta Kundi	 
13	VII	To conduct activities under Mahatma Gandhi National Council of Rural Education (Awareness Program on Health & Hygiene)	Dr. Gurwinder Singh Mrs. Manpreet Kaur	 

  
IQAC Coordinator

  
Principal

**IQAC Chairperson**

**G. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)**

**ACTION TAKEN REPORT**

of

**Internal Quality Assurance Cell (IQAC) meeting held on**  
**29.11.2022**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of Education for Women)  
Dr. Kiran Duggal, IQAC Coordinator  
Mr. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

**Administrative Officers**

Mrs. Pushpinder Kaur  
Dr. Manjeet Kaur

**Faculty Members Present**

Dr. Sarvjeet Kaur  
Dr. Shally  
Dr. Gurwinder Singh  
Dr. Jagminder Kaur  
Dr. Jaspreet Kaur  
Dr. Ajay Kumar  
Mrs. Manpreet Kaur

**Technical Staff:**

Mr. Narinder Singh  
Mrs. Harmeet Kaur

**External Expert**

Mr. S.K. Bawa  
Mrs. Mohinder Kaur Grewal  
Prof. Mohammad Rafi

**Community Representatives**

Prof. Karamjit Singh  
Dr. Purshotam Singh

**Employers**

Mrs. Ravinder Kaur  
Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

## **Students Representatives**

Ms. Inderpreet(M.Ed-II)

Ms. Ritu(M.Ed-I)

Harsimran (B.Ed-II)

Kritika (B.Ed-I)

Ashima(PG Diploma in guidance & couns.)

The meeting began at 10:30AM. Dr. Amandeep Kaur, Principal and Chairperson of IQAC welcomed the members in the meeting. The broad Agenda of the Meeting in the light of all seven Criteria along with Action Taken Report was presented by IQAC Coordinator Dr. Kiran Duggal:

### **Criterion I: Curricular Aspect:**

#### **Agenda Point:**

1. To conduct Value Added Courses

#### **Action Taken:**

- Two Value Added Courses on Digital Literacy and Communication Skills were successfully accomplished from 14<sup>th</sup> -25<sup>th</sup> March, 2023.

### **Criterion II: Teaching Learning & Evaluation**

#### **Agenda Point:**

2. To enhance the quality of Entry Level Testing

#### **Action Taken:**

- To enhance the quality of Entry Level Testing a new test was prepared including the domains of IT Skills, Communication Skills, Life Skills and Mental Ability.

### **Criterion III: Research & Outreach Activities**

#### **Agenda Point:**

3. To Conduct Community Outreach Programme (Book Exhibition)
4. To Conduct In-House Seminars
5. To organize National Seminar

#### **Action Taken:**

- Book Exhibition is planned to be conducted in the month of April, 2023 so that more students and community members can participate.
- In-house Seminar was conducted on 6<sup>th</sup> March, 2023 on Teacher Eligibility Test; Structure, Syllabus, Tips and tricks to crack PSTET/CTET.
- CDC sponsored National Seminar was organized on the theme "Paradigm Shift in Teaching Content and Experiences for Futuristic Education" on 23<sup>rd</sup> Feb, 2023.

## **Criterion-IV Infrastructure & Learning Resources**

### **Agenda Point:**

6. To update ICT facilities
7. To add new text books in Library

### **Action Taken:**

- Various Softwares were updated.
- New books for the Session 2022-23 were purchased and added to the existing stock.

## **Criterion-V Student Support & Progression**

### **Agenda Point:**

8. To Conduct Workshop on Skill Enhancement for students
9. To organize Annual Sports' Meet
10. To raise Alumni Fund and its utilization

### **Action Taken:**

- Workshop on SWOT Analysis was successfully conducted for B.Ed Sem-IV, M.Ed Sem-IV and PGDGC Sem-II students on 13<sup>th</sup> March, 2023.
- 63<sup>rd</sup> Annual Sports' Meet of Sidhwan Institutions was held jointly on 9<sup>th</sup> Feb, 2023.
- Efforts are being made to convince Alumni to contribute generously towards Alumni Fund in either cash or kind.

## **Criterion-VI Governance, Leadership and Management**

### **Agenda Point:**

11. To organize In-House Workshop/Training Program for Non- teaching staff.
12. To Prepare Strategic Plan

### **Action Taken:**

- In-House Workshop/Training Program on \_\_\_\_\_ was organized for Non- teaching staff on March,2023.
- Strategic Plan was prepared.

## **Criterion-VII Institutional Values and Best Practices**


### **Agenda Point:**

13. To conduct activities under Mahatma Gandhi National Council of Rural Education

### **Action Taken:**

- Plan of these activities was prepared and activities are being executed according to schedule.

  
IQAC Coordinator

  
Principal  
IQAC Chairperson  
H. G. Harparkesh College  
of Education for Women  
SIDHWAN KHURD (Ld).

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN  
Sidhwan Khurd (Ludhiana)**

**AGENDA  
of  
IQAC MEETING 9<sup>th</sup> March, 2023**

The sequence of events will be as follow:-  
Briefing of Action Report of previous IQAC meeting.

**AGENDA:**

**Criterion-I Curriculum Aspects**

1. To develop new strategies for Admission in B.Ed/M.Ed and PGDGC.
2. To collect feedback from students, teachers and other stakeholders.

**Criterion-II Teaching Learning & Evaluation**

3. To develop e-content
4. To use innovative methods of teaching

**Criterion-III Research & Outreach Activities**

5. To strengthen the quality of research culture through workshops, Seminars and guest lecturers
6. To review Research Policy

**Criterion -IV Infrastructure & Learning Resources**

7. To enhance access of library in physical mode.
8. To add new text books in Library

**Criterion -V Student Support & Progression**

9. To organize Almuni Meet
10. To organize workshops on Capacity Building, SWOT Analysis and Employability Skills.

**Criterion -VI Governance, Leadership and Management**

11. Online submission of Examination forms of B.Ed-II & IV Semesters, M.Ed-II & IV Semesters and PGDGC-II Semester.

**Criterion -VII Institutional value and Best Practices**

12. MoU for e-waste Management
13. To organize NSS Camp



**IQAC Coordinator**



**Principal**  
**IQAC Chairperson**

**G. H. G. Harparkash College**  
**of Education for Women**  
**SIDHWAN KHURD (Ldb.)**

## Duties to accomplish Program of Action of IQAC Meeting 9<sup>th</sup> March, 2023.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criteria 1:</b> To develop new strategies for Admission in B.Ed/M.Ed and PGDGC.	Dr. Shally <i>Shally</i> Mrs. Manpreet Kaur <i>Kaur</i>
2.	To collect feedback from students, teachers and other stakeholders	Dr. Shally <i>Shally</i> Mrs. Manpreet Kaur <i>Kaur</i>
3	<b>Criteria 2:</b> To develop e-content	Dr. Gurwinder Singh <i>Gurwinder</i> Dr. Jaspreet Kaur <i>Jaspreet</i>
4	To use innovative methods of teaching	Dr. Sarvjeet Kaur <i>Sarvjeet</i> Dr. Shally <i>Shally</i> Dr. Ajay Kumar <i>Ajay</i>
5	<b>Criteria 3:</b> To strengthen the quality of research culture through workshops, Seminars and guest lecturers	Dr. Kiran Duggal <i>Kiran</i> Dr. Manjeet Kaur <i>Manjeet</i> Dr. Sarvjeet Kaur <i>Sarvjeet</i> Dr. Shally <i>Shally</i>
6	To review Research Policy	Dr. Kiran Duggal <i>Kiran</i> Dr. Manjeet Kaur <i>Manjeet</i>
7	<b>Criteria 4:</b> To enhance access of library in physical mode.	Mrs. Pushpinder Kaur <i>Pushpinder</i>
8	To add new text books in Library	Mrs. Pushpinder Kaur <i>Pushpinder</i>
9	To organize book exhibition	Mrs. Pushpinder Kaur <i>Pushpinder</i> Dr. Sarvjeet Kaur <i>Sarvjeet</i>
10	<b>Criteria 5:</b> To organize Almuni Meet	Dr. Manjeet Kaur <i>Manjeet</i> Dr. Jagminder Kaur <i>Jagminder</i>
11	To organize workshops on Capacity Building, SWOT Analysis an Employability Skills	Dr. Sarvjeet Kaur <i>Sarvjeet</i> Dr. Gurwinder Singh <i>Gurwinder</i> Dr. Ajay Kumar <i>Ajay</i>
12	<b>Criteria 6:</b> Online submission of Examination forms of B.Ed-II & IV Semesters, M.Ed-II & IV Semesters and PGDGC-II Semester	Mrs. Manpreet Kaur <i>Manpreet</i>
13	<b>Criteria 7:</b> MoU for e-waste Management	Dr. Jagminder Kaur <i>Jagminder</i>
14	To organize NSS Camp.	Dr. Jagminder Kaur <i>Jagminder</i>

*Kiran*  
IQAC Coordinator

*Jagminder*  
**Principal**  
**IOAC Chairperson**  
G. H. G. Harpurkash  
of Education for Women  
SIDHWAN KHURD (L.S.B.)

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**  
**Sidhwan Khurd (Ludhiana)**

**Resolution of 9<sup>th</sup> March, 2022**

**Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held**  
**on 09.03.2023 at 10.00 AM**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of  
Education for Women)

Dr. Kiran Duggal, Coordinator, IQAC

Mrs. Pushpinder Kaur, Administrative officer

Dr. Manjeet Kaur, Administrative officer

S. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Dr. Geeta Kundi

Mrs. Manpreet Kaur

**Technical Staff:**

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**External Expert**

Prof. Mohammad Rafi

Dr. Mahinder Kaur Grewal

**Community Representatives**

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Mr. Pawan Sood

**Alumni Representatives**

Mrs. Jatinder Kaur

## **Students Representatives**

Ms. Shivani

Ms. Ritu

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the invitees. Dr. Kiran Duggal, IQAC Coordinator welcomed the members to the meeting once again and presented Action taken Report.

### **AGENDA POINTS :**

#### **Criterion-I Curriculum Aspects**

1. To develop new strategies for Admission in B.Ed/ M.Ed and PGDGC.
2. To collect feedback from students, teachers and other stakeholders.

#### **IQAC Resolved:**

- It was suggested that institute can work on innovative strategies to enhance admissions. It was also suggested that interaction programme should be organized in surrounding degree colleges to aware students about various career options and courses offered by college. Experts emphasized that in interaction programme students must be oriented about various scholarship programme offered by government, trust and various NGO's.
- It was suggested that suggestions/feedback given by all stakeholders should be incorporated in next session planning.

#### **Criterion-II Teaching Learning & Evaluation**

3. To develop e-content
4. To use innovative methods of teaching

#### **IQAC Resolved:**

It was suggested that teacher should be motivated to develop e-content of their respective teaching subjects and e-content should be uploaded on public and social media platform for public welfare in general and students in particular. Technical Assistant should be provided to teachers by ICT teachers.

Workshop or training programme should be organized to orient teachers about innovative methods. Faculty members should be motivated to attend FDP's organized by HRDC/ TLC of universities.

### **Criterion-III Research & Outreach Activities**

5. To strengthen the quality of research culture through workshops, Seminars and guest lecturers
6. To review Research Policy

#### **IQAC Resolved:**

- It was suggested that workshops/webinar/seminars should be organized for teachers. Expert Resource persons should be invited to deliver extension lectures or to conduct workshops for faculty. Experts emphasized that faculty should attend Research based FDPs to enhance their knowledge and skills.
- Research Policy of college should be reviewed according to changing scenario and implementation of NEP-2020. Teachers should be motivated to attend curriculum revision workshops.

### **Criterion -IV Infrastructure & Learning Resources**

7. To enhance access of library in physical mode.
8. To add new text books in Library

#### **IQAC Resolved:**

- It was suggested to the students to visit to library for the maximum use of library in physical mode.
- To promote readership, various type of competitions should be organized. Best reader and other readership awards should be given. New text books and literature books should be added in library to meet the needs of students. It is emphasized to promote mother tongue books in Punjabi language and literature should be added. Information regarding new books should be shared in students' social media groups. Information regarding various e-book platform and national digital library should be given to students. It is also suggested that special incentives/awards should also be given to those reader who reads books digitally.

### **Criterion--V Student Support & Progression**

9. To organize Alumni Meet
10. To organize workshops on Capacity Building, SWOT Analysis and Employability Skills.

#### **IQAC Resolved:**

- Alumnus are integrated part of institutional development; Alumni meet should be organized. Alumnus should be motivated to participate in institution development activities. It was also suggested that alumni association should be registered and Seminars/workshops/culture programme should be organized in collaboration of alumni association. Alumnus of the college should be motivated to enhance admissions.
- For skill enhancement it is suggested that workshops on Capacity Buildings Analysis and Employability Skills should be organized. It is suggested to make these workshops integral part of curriculum as add on course.

### **Criterion -VI Governance, Leadership and Management**

11. Online Submission of Examination forms of B.Ed-II & IV Semester, M.Ed-II & IV Semester and PGDGC-II Semester

#### **IQAC Resolved:**

- It was suggested to submit online examination forms of B.Ed-II & IV Semester, M.Ed-II & IV Semester and PGDGC-II Semester timely.

### **Criterion -VII Institutional value and Best Practices**

12. To organize NSS Camp
13. MoU for e-waste Management

#### **IQAC Resolved:**

- TO develop sense of dignity towards manual labour and to inculcate values among prospective teachers and make them responsible citizen, it was suggested to organize social service programmes / NSS Camps in collaboration with community.
- It was suggested to explore and contact more e-waste management agencies before signing MoU. It was further suggested to contact local e waste

management agency for rapid, economical and timely management of e-waste.



**IQAC Coordinator**



**Principal  
IQAC Chairperson  
Principal**

**●. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)**

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**  
**Sidhwan Khurd (Ludhiana)**  
**ACTION TAKEN REPORT**  
**of**  
**Internal Quality Assurance Cell (IQAC) meeting held on**  
**09.03.2023**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of Education for Women)  
Dr. Kiran Duggal, IQAC Coordinator  
Mr. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Mrs. Pushpinder Kaur  
Dr. Manjeet Kaur  
Dr. Sarvjeet Kaur  
Dr. Shally  
Dr. Gurwinder Singh  
Dr. Jagminder Kaur  
Dr. Jaspreet Kaur  
Dr. Ajay Kumar  
Mrs. Manpreet Kaur  
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Prof. Mohammad Rafi

**Community Representatives**

Prof. Karamjit Singh  
Dr. Purshotam Singh

**Employers**

Mrs. Ravinder Kaur  
Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

**Students Representatives**

Ms. Ritu (M.Ed-II)  
Ms. Kritika (B.Ed-II)  
Ms. Parul (PG Diploma in Guidance & Counselling)  
Ms. Shivani (B.Ed-I)

The meeting began at 11:30AM. Dr. Amandeep Kaur, Principal and Chairperson of IQAC welcomed the members in the meeting. The broad Agenda of the Meeting in the light of all seven Criteria along with Action Taken Report was presented by IQAC Coordinator Dr. Kiran Duggal:

### **Criterion 1: Curricular Aspect:**

#### **Agenda Point:**

1. To develop new strategies for Admission in B.Ed, M.Ed & PGDGC
2. To collect feedback from students, teachers and other stakeholders.

#### **Action Taken:**

- Admission campaign was carried out by sharing E-copies and by displaying hard copies in the neighboring districts and states.
- Feedback was collected from students, teachers and other stakeholders and analyzed in light of AQAR parameters.

### **Criterion 2: Teaching Learning & Evaluation**

#### **Agenda Point:**

3. To develop E-content.
4. To use innovative methods of teaching.

#### **Action Taken:**

- e-content was developed by the faculty for giving coaching of B.Ed Entrance Test
- Teachers used Innovative methods like discussion, flipped classroom, dialogue and collaborative methods were used.

### **Criterion 3: Research & Outreach Activities**

#### **Agenda Point:**

5. To strengthen the quality of research culture through workshops, seminars and guest lectures
6. To review research policy

#### **Action Taken:**

- Two staff members were attended research workshop in Panjab University, Chandigarh.
- Meeting of research policy was held on 17.04.2023 but no amendment was made.

### **Criterion-IV Infrastructure & Learning Resources**

#### **Agenda Point:**

7. To enhance access of library in physical mode.
8. To add new books in the library.

#### **Action Taken:**

- 200 text books were purchased besides annual journals, magazines and newspapers.
- Extension lectures on the usage of library was given by librarian Mrs. Pushpinder Kaur to enhance the access of library.

## **Criterion-V Student Support & Progression**

### **Agenda Point:**

9. To organize Alumni Meet.
10. To organize Workshops on Capacity building, SWOT analysis and Employability Skills.

### **Action Taken:**

- An Alumni Meet was organized by the college on 29<sup>th</sup> March 2023.
- As SWOT Analysis Workshop was organized on 13<sup>th</sup> March, 2023 for the students of semester IV so the next will be done in the coming session.
- Two days Workshop on Capacity building was organized from 5<sup>th</sup>- 6<sup>th</sup> April.
- Employability Skills were demonstrated during the value added courses on "Communication skills" and "Digital Literacy" held on 14<sup>th</sup>-25<sup>th</sup> March 2023.

## **Criterion-VI Governance, Leadership and Management**

### **Agenda Point:**

11. Online submission of Examination forms of B.Ed-II & IV Semesters, M.Ed-II & IV Semesters and PGDGC-II Semester.

### **Action Taken:**

- Examination forms of B.Ed-II & IV Semesters, M.Ed-II & IV Semesters and PGDGC-II Semester were submitted online on 17<sup>th</sup> March, 2023.

## **Criterion-VII Institutional Values and Best Practices**

### **Agenda Point:**

12. MoU for e-waste Management
13. To organize NSS Camp.

### **Action Taken:**

- MoU for e-waste Management is under process of inviting quotations for final decision.
- NSS Camp was organized from 25<sup>th</sup>-31<sup>st</sup> March, 2023.

**IQAC Coordinator**



**Principal**  
**IQAC Chairperson**

G. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ld.)

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**  
**Sidhwan Khurd (Ludhiana)**

**AGENDA**  
**of**  
**IQAC MEETING 15<sup>th</sup> May, 2023**

The sequence of events will be as follow:-  
Briefing of Action Report of previous IQAC meeting.

**AGENDA:**

**Criterion-I Curriculum Aspects**

1. To Plan and organize Student Induction Programme
2. To conduct Entry level testing of new entrants

**Criterion-II Teaching Learning & Evaluation**

3. To conduct demonstration lesson for B.Ed students.
4. To plan remedial teaching for B.Ed-II Semester students.
5. To conduct Pre Practice teaching workshop.

**Criterion-III Research & Outreach Activities**

6. To conduct Internal seminar on Research Proposal.
7. Visit to schools for establishing linkages.

**Criterion -IV Infrastructure & Learning Resources**

8. To conduct workshop for the use of LMS.
9. To conduct orientation on the usage of Library.

**Criterion -V Student Support & Progression**

10. To organize Talent Hunt of different societies.
11. To plan & organize Farewell & Prize distribution function.

**Criterion -VI Governance, Leadership and Management**

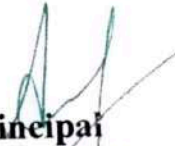
- 12. To Plan online B.Ed Entrance test coaching.
- 13. To make strategic plan for 2023-24.

**Criterion -VII Institutional value and Best Practices**

- 14. To plan and organize Plantation drive.



**IQAC Coordinator**



**Principal  
IQAC Chairperson**

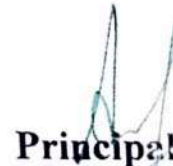
**G. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)**

## Duties to accomplish Program of Action of IQAC Meeting 15<sup>th</sup> May, 2023.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criteria 1:</b> 1.To Plan and organize Student Induction Programme.	Dr. Geeta Kundi <i>Geeta</i>
2.	To conduct Entry level testing of new entrants	Dr. Sarvjeet Kaur <i>Sarvjeet</i> Dr. Geeta Kundi <i>Geeta</i>
3	<b>Criteria 2:</b> To conduct demonstration lesson for B.Ed students.	Dr. Shally <i>Shally</i> Dr. Geeta Kundi <i>Geeta</i>
4	To plan remedial teaching for B.Ed-II Semester students.	Dr. Ajay Kumar <i>Ajay</i> Mrs. Manpreet Kaur <i>Manpreet</i>
5	To conduct Pre Practice teaching workshop.	Dr. Gurwinder Singh <i>Gurwinder</i>
6	<b>Criteria 3:</b> To conduct Internal seminar on Research Proposal	Dr. Kiran Duggal <i>Kiran</i> Dr. Manjeet Kaur <i>Manjeet</i> Dr. Sarvjeet Kaur <i>Sarvjeet</i> Dr. Shally <i>Shally</i>
7	Visit to schools for establishing linkages	Dr. Gurwinder Singh <i>Gurwinder</i>
8	<b>Criteria 4:</b> To conduct workshop for the use of LMS	Dr. Gurwinder Singh <i>Gurwinder</i>
9	To conduct orientation on the usage of Library	Mrs. Pushpinder Kaur <i>Pushpinder</i>
10	<b>Criteria 5:</b> To organize Talent Hunt of different societies.	Society Incharges <i>Shally</i>
11	To plan & organize Farewell & Prize distribution function	Dr. Kiran Duggal <i>Kiran</i>
12	<b>Criteria 6:</b> 12. To Plan online B.Ed Entrance test coaching.	Dr. Gurwinder Singh <i>Gurwinder</i> Mrs. Manpreet Kaur <i>Manpreet</i>
13	To make strategic plan for 2023-24.	Dr. Shally <i>Shally</i> Dr. Geeta Kundi <i>Geeta</i>
14	<b>Criteria 7:</b> To plan and organize Plantation drive	Dr. Jagminder Kaur <i>Jagminder</i> Dr. Ajay Kumar <i>Ajay</i>



**IQAC Coordinator**



**Principal**  
**IQAC Incharge person**

**H. G. Harparkash College**  
**of Education for Women**  
**SIDHWAN KHURD (Ldb.)**

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**

**Sidhwan Khurd (Ludhiana)**

**Resolution of 15<sup>th</sup> May, 2023**

**Minutes of the online meeting of Internal Quality Assurance Cell (IQAC) held  
on 15.05.2023 at 10.00 AM**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparkash College of Education for Women)

Dr. Kiran Duggal, IQAC Coordinator

Mr. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Mrs. Pushpinder Kaur

Dr. Manjeet Kaur

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Mrs. Manpreet Kaur

Dr. Geeta Kundi

**Technical Staff:**

Mr. Narinder Singh

Mrs. Harneet Kaur

**External Expert**

Mr. S.K. Bawa

Mrs. Mohinder Kaur Grewal

Prof. Mohammad Rafi

**Community Representatives**

Prof. Karamjit Singh

Dr. Purshotam Singh

**Employers**

Mrs. Ravinder Kaur

Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

### **Students Representatives**

Ms. Ritu (M.Ed-II)

Ms. Kritika (B.Ed-II)

Ms. Parul (PG Diploma in Guidance & Counselling)

Ms. Shivani (B.Ed-I)

The meeting began at 11:30AM. Dr. Amandeep Kaur, Principal and Chairperson of IQAC welcomed the members in the meeting. The broad Agenda of the Meeting in the light of all seven Criteria along with Action Taken Report was presented by IQAC Coordinator Dr. Kiran Duggal:

### **Criterion 1: Curricular Aspect:**

#### **Agenda Point:**

1. To Plan and organize Student Induction Programme
2. To conduct Entry level testing of new entrants

#### **IQAC Resolved:**

- It was Suggested that Institution must organise Student Induction Programme for the ice breaking of B.Ed students and make them aware about the facilities provided in college.
- Entry level testing must be done to see the individual difference among students and plan teaching accordingly.

### **Criterion 2: Teaching Learning & Evaluation**

#### **Agenda Point:**

3. To conduct demonstration lesson for B.Ed students.
4. To plan remedial teaching for B.Ed-II Semester students.
5. To conduct Pre Practice teaching workshop.

#### **IQAC Resolved:**

- It was suggested to conduct Demonstration lessons for B.Ed sem-III to develop teaching skills among students.
- It was suggested that Remedial teaching should be planned for weaker and talented students by preparing booster and potential group.
- Before sending students to schools, it was suggested that pre- practice workshop must be arranged in the college.

### **Criterion 3: Research & Outreach Activities**

#### **Agenda Point:**

6. To conduct Internal seminar on Research Proposal.
7. Visit to schools for establishing linkages.

#### **IQAC Resolved:**

- It was suggested that college should organise Internal seminar for the students to acquaint them with the steps of preparing Research proposal.
- It was suggested that faculty members must visit to schools for planning innovative practice and new strategy which is essential for internees.

### **Criterion-IV Infrastructure & Learning Resources**

#### **Agenda Point:**

8. To conduct workshop for the use of LMS.
9. To conduct orientation on the usage of Library.

#### **IQAC Resolved:**

- It was suggested that students must be acquaint them with the use of LMS .
- In order to increase the usage of Library, orientation must be planned about the use of Library.

### **Criterion-V Student Support & Progression**

#### **Agenda Point:**

10. To organize Talent Hunt of different societies.
11. To plan & organize Farewell & Prize distribution function.

#### **IQAC Resolved:**

- It was suggested to all the society incharges to conduct Talent hunt for selecting office bearers of different societies and for the selection of students for Youth festival.
- The college should plan and organized Farewell and Prize distribution Function for the outgoing students of B.Ed, M.Ed and PGDGC and to motivate new comers for participating in academic and co-curricular activities.

### **Criterion-VI Governance, Leadership and Management**

#### **Agenda Point:**

12. To Plan online B.Ed Entrance test coaching.
13. To make strategic plan for 2023-24.

### **IQAC Resolved:**

- College should make necessary arrangements for providing free online coaching of common Entrance Test (B.Ed. CTET-2023) for helping the students to clear the entrance test.
- For the systematic functioning of institution, strategic plan should be prepared before starting the academic year.

### **Criterion-VII Institutional Values and Best Practices**

#### **Agenda Point:**

15. To plan and organize Plantation drive.

### **IQAC Resolved:**

- It was suggested to the institute to plan and organize Plantation drive.



**IQAC Coordinator**



**Principal**  
**IOAC Chairperson**  
S. H. G. Harparkash College  
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SIDHWAN KHURD (Ldh.)

**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN  
Sidhwan Khurd (Ludhiana)  
ACTION TAKEN REPORT**

**of**

**Internal Quality Assurance Cell (IQAC) meeting held on 15.05.2023**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of Education for Women)

Dr. Kiran Duggal, IQAC Coordinator

Mr. Pritam Singh Johal, Member, SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Mrs. Pushpinder Kaur

Dr. Manjeet Kaur

Dr. Sarvjeet Kaur

Dr. Shally

Dr. Gurwinder Singh

Dr. Jagminder Kaur

Dr. Jaspreet Kaur

Dr. Ajay Kumar

Mrs. Manpreet Kaur

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The meeting began at 11:30AM. Dr. Amandeep Kaur, Principal and Chairperson of IQAC welcomed the members in the meeting. The broad Agenda of the Meeting in the light of all seven Criteria along with Action Taken Report was presented by IQAC Coordinator Dr. Kiran Duggal:

### **Criterion 1: Curricular Aspect:**

#### **Agenda Point:**

1. To Plan and organize Student Induction Programme
2. To conduct Entry level testing of new entrants

#### **Action Taken:**

- Student Induction Programme for the B.Ed students was conducted in the college from 11<sup>th</sup> -16<sup>th</sup> September, 2023.
- Entry level testing of new entrants was conducted on 12<sup>th</sup> September, 2023

### **Criterion 2: Teaching Learning & Evaluation**

#### **Agenda Point:**

3. To conduct demonstration lesson for B.Ed students.
4. To plan remedial teaching for B.Ed-II Semester students.
5. To conduct Pre Practice teaching workshop.

#### **Action Taken:**

- Demonstration lessons for B.Ed sem-III were conducted in the college on 26<sup>th</sup> July & 27<sup>th</sup> July, 2023
- Remedial teaching for B.Ed-II Sem students were conducted from 15<sup>th</sup> May to 26<sup>th</sup> May, 2023.
- Pre- Practice teaching workshop was conducted from 17<sup>th</sup> to 25<sup>th</sup> August, 2023.

### **Criterion 3: Research & Outreach Activities**

#### **Agenda Point:**

6. To conduct Internal seminar on Research Proposal.
7. Visit to schools for establishing linkages.

**Action Taken:**

- Internal seminar on Research proposal was conducted on 1<sup>st</sup> Sept, 2023.
- Faculty members visited schools for establishing linkages from 24<sup>th</sup> to 29<sup>th</sup> August, 2023.

**Criterion-IV Infrastructure & Learning Resources****Agenda Point:**

8. To conduct workshop for the use of LMS.
9. To conduct orientation on the usage of Library.

**Action Taken:**

- Workshop for the use of LMS was conducted on
- Library orientation session was conducted on 11<sup>th</sup> Sept, 2023

**Criterion-V Student Support & Progression****Agenda Point:**

10. To organize Talent Hunt of different societies.
11. To plan & organize Farewell & Prize distribution function.

**Action Taken:**

- Talent hunt was organized for selecting office bearers by literary society on 25<sup>th</sup> sept, dramatic society on 27<sup>th</sup> Sept and Fine arts society on 22<sup>nd</sup> sept, 2023.
- The college organized Farewell and Prize distribution Function for the outgoing students of B.Ed, M.Ed and PGDGC on 12<sup>th</sup> August, 2023.

**Criterion-VI Governance, Leadership and Management****Agenda Point:**

12. To Plan online B.Ed Entrance test coaching.
13. To make strategic plan for 2023-24.

**Action Taken:**

- Free online coaching for common Entrance Test (B.Ed. CTET-2023) was conducted by the college from 7<sup>th</sup> July to 29<sup>th</sup> July 2023.
- Strategic plan for the whole session was prepared.

**Criterion-VII Institutional Values and Best Practices**

**Agenda Point:**

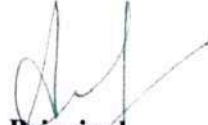
14. To plan and organize Plantation drive.

**Action Taken:**

- Plantation drive was conducted by the NSS Unit and Eco club of the college at Sidhwan Kalan village on 19<sup>th</sup> August, 2023.



**IQAC Coordinator**



**Principal**

**IQAC person**

**Q. H. G. Harparkash College  
of Education for Women  
SIDHWAN KHURD (Ldh.)**