



# INTERNAL QUALITY ASSURANCE CELL

S. D. COLLEGE BARNALA

Phone: 230005 Fax: 241505

Website: [www.sdcollegeinstitutions.org](http://www.sdcollegeinstitutions.org); Email: [iqac.sdcbnl@gmail.com](mailto:iqac.sdcbnl@gmail.com)

Minutes of the meeting of IQAC of S. D. College, Barnala held on 19/05/2023 at 10.30 a.m. in the faculty Hall of the college.

Members present:

Dr. Rama Sharma *R Sharma*  
(Chairperson)

Dr. T.K. Sahu *TK Sahu*

Prof. Anuradha Sharma *ASharma*

Prof. Upasana Rani *Upasana*

Prof. Anamika Bhardwaj *Am*

Dr. Reetu Aggarwal *Reetu Aggarwal*

Prof. Balwinder Kumar *Balwinder Kumar*

Ms. Kusam Sharma *Kusam*

Dr. M. L. Bansal *M L Bansal*

Dr V. K. Bansal *V K Bansal*

Dr. Rajesh Gupta *Rajesh Gupta*  
(Coordinator)

Dr. Bahadur Singh *Bahadur Singh*

Prof. Rajni Gupta *Rajni Gupta*

Prof. Gaurav Singla *Gaurav Singla*

Sh. Sukhpal Singh *Sukhpal Singh*

Ms. Puneet Garg *Puneet Garg*

Dr. Rajesh Gupta welcomed the members of the IQAC.

The minutes of previous meeting held on 18th March 2023 were confirmed.

The house discussed in detail Plan of action chalked out by the IQAC for the session 2022-23 and the execution of the same/outcomes achieved.

S.No.	Plan of Action	Achievement/Outcome
1.	The house was of the opinion that for the convenience of students and for efficiently working on internally developed ERP software, teachers in admission committees be further trained by department of B.Voc. (Software Development) and an SOP be formulated so that students may not feel inconvenient at the time of admission. Moreover, if any technical glitch occurred it might be resolved at the earliest, including alternative admission system.	17 teachers who were assigned the duty of admission of students at the entry point were provided training on 06/06/2022 to 07/06/2022 on internally developed ERP software by department of B.Voc. (Software Development). Those faculty members who were on election duty on these days were separately trained later on. Whole process of admission went of successfully without any botheration to students.
2.	The house opined that since college has already received first installment under	Departments of Chemistry, Botany, Zoology, Physics and Mathematics have successfully





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<p>DBT Star College Scheme. To fulfill the objectives of the scheme and avail the opportunity efforts be enhanced and intensified for strengthening the Science education and training at undergraduate level, for strengthening of academic and physical infrastructure, to promote networking and strengthen ties with the surrounding institutions, to provide hand on exposure of various experiments to students and to enhance the skills of teaching faculty. Departments of Physics, Chemistry, Botany, Zoology and Mathematics should make special efforts for the same.</p>	<p>availed the opportunity provided by DBT Star College Scheme to procure new equipments, multiple copies of already existing instruments, MATLAB Software, consumable items enhancing the infrastructure with a variety of tools that boosted student's confidence in handling the new sophisticated equipments and softwares.</p> <p>Departments enabled the students to do additional practicals, minor projects as well as participate in conferences/seminars, workshops which inculcate scientific temperament among students. Departments successfully organized guest lectures, workshops, excursions, field trips and industrial/institutional visits, which gave the students ample opportunity of exposure in experiential learning.</p> <p>Faculty members updated their knowledge through participation in conferences/seminars/FDP's/Workshops/online courses which helped them to design new practicals/projects for students that helped to create their interest in science streams. Further, for lab staff, workshops were organized regarding repair, maintenance and operating scientific instruments.</p> <p>With the star college scheme, departments have purchased books and subscribed journals. It has helped to enrich departmental libraries. Now more learning resources in the form of new books and journals are available to the students.</p>
<p>3. The house felt concerned over the proposal of State to launch Online Centralized Admission Portal for the admission of students from this very session. It was felt that at this juncture it would not be in the interest of students as it might involve lot of harassment for the them. Students especially from rural areas/poor families did not have proper internet facility or capacity to make use of this portal for registration and fee deposition. Thus it was decided that Higher Education Department of Punjab be requested not to compel the students to get admission through Online</p>	<p>Efforts were made at various levels and requests were made to the Department of Higher Education that keeping in mind the interest of the student community not to introduce Centralized Portal from this session. Efforts succeeded and introduction of the portal was postponed to the next session.</p>





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	Centralized Portal in the interest of students from this session.	
4.	<p>The house unanimously agreed that as UGC has not been providing any grant for B.Voc. courses. The college should strengthen on its on B.Voc Software Development Program (UGC sponsored vocational courses under the National Skill Qualification Framework). In this regard it was recommended that before the commencement of classes infrastructure be improved including provision of LCD projector, etc. As it will enable the students to further upgrade their competencies and acquire additional skills. If needed additional faculty may be provided.</p>	<p>To strengthen B.Voc Software Development Program before the commencement of classes. Infrastructure was enhanced by allocating one more room after the renovation and flooring was done, new LCD projector was installed, portable hard disk of capacity 1 TB was purchased and new water cooler was installed. An additional teaching post was sanctioned and a new teacher appointed to fulfill the requirement of the department.</p>
5.	<p>The house felt the need for the formation of committee of teachers for the career counselling of students coming to college. This committee will make the students aware regarding peculiar features of the college, various programs/courses available in our college. Various facilities/opportunities provided by the college to the students, such as: scholarship schemes, NCC, NSS and Sports. This committee will get the students registration forms filled on the spot.</p>	<p>A committee of 19 teachers was constituted for the career counselling of students, for students' awareness regarding various programs/courses, various facilities and opportunities provided to the students. This committee also helped the students in filling registration forms. Thus this committee created a very congenial atmosphere for new comers.</p>
6.	<p>The house felt concerned over the immigration of students abroad after Senior Secondary Exams which may badly effect the admissions in the college. It was passed that arrangements be made for putting banners in various villages regarding admission and salient features of the college. Special mention may be made of B.Voc programs.</p>	<p>A committee of eight faculty members was formed which finalize the wording of the banners and made the arrangements for the printing of banners and hanging them in public places like Bus Stands/stops, road crossings (chownks), schools, markets, village streets, community houses, banquet halls, Panchayat Ghars, Dharamshalas, etc.</p>
7.	<p>The house appreciated the efforts of the college in engaging the youth in fruitful activities to keep them healthy and to shun them away from the menace of drugs and Prof. Balwinder Kumar apprised the house regarding the regular organization of Physical Training Camps in the college for the young boys and girls of the nearby areas in the evening in college grounds so that these youngsters may not only become</p>	<p>S.D. College Police Recruitment Physical Training Camps have been going on very successfully. Trainees are provided both physical training as well as training for written examinations. Needy and deserving candidates are also provided track suits and shoe kits. Twenty-two trainees of the camp recently cleared Police Recruitment Test and got employed in the Police department. Out of the 22 employed trainees 13 were girls and 9 boys.</p>





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	<p>physically fit and mentally alert but may also succeed in the recruitment in Police, paramilitary and military recruitments. Around 100 boys and 125 girls have already enrolled for the same. The house recommended that all out efforts be made for physical training of youth not only for their health but for their success in career also.</p>	
8.	<p>The house discussed the issue of non-fulfilment of grant-in-aid teaching posts and its impact on quality of teaching learning system. It recommended that for maintaining the academic standards and for the welfare of students, O/o DPI Colleges Punjab be requested to sanction the filling of vacant grant-in-aid teaching posts at the earliest.</p>	<p>Repeated efforts were made to convince the O/o DPI Colleges Punjab to sanction the filling of vacant grant-in -aid posts. However, no success was achieved in this matter. College made its own arrangement for effective teaching learning process.</p>
9.	<p>The house strongly advocated that for making learning more meaningful and enhancing the capabilities of students seminars, conference, talks, invited lectures, guest lectures, visits, hands on training, etc. be organized on larger scale.</p>	<p>For capacity enhancement and better learning of students college organized various academic activities such as Workshop on MATLAB, Guest lecture on Golden Ratio and Fermat's Last Theorem, Guest lecture on Everything Around You in Mathematics, Guest lecture on Electronics and Communication, Workshop on Chemistry Software 'Chem Sketch', Multidisciplinary Summer Training Programme, Training Program for School Students (Chemistry Deptt.), Workshop on Lab Safety Measures (Chemistry), Hand on training Program: Hydro - Distillation and Spectroscopic Techniques, Invited Lecture on Mobile Phone Radiations and its Impacts on Human body, One Week Hands on Training Program (Physics Deptt.) for 12<sup>th</sup> standard students, Two days Hands on Training Program on Repair and Maintenance of Electrical Instruments, Three Days Workshop on Project Making based on Electronics and Electrical Circuits, One Day Seminar on Nuclear Radiations: Awareness to Applications and Career Opportunities in Physics in India, Guest lecture on Spotlight on Immunology : Theory and Experimentation, Workshop on Insect Taxonomy: Collection Preservation and Identification, One Week Hands on Training at</p>





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		<p>Sandhu Poultry Farm Barnala, Workshop on DNA Isolation, Electrophoresis and Immunological Techniques, One Week Hands on Training on Basic Techniques in Botany, Guest lectures on Biodiversity and Environment, Covid19: its impact on environment and Health, Guest lectures on Plant Tissue Culture: Basic &amp; Recent Advancements, Vermicomposting &amp; Organic Farming, Guest lecture on Constitution Day and Its Importance.</p>
10.	<p>The house felt that for holistic development of students besides academic activities curricular, extra-curricular and sports activities were equally important. Thus students be motivated and encouraged to participate more enthusiastically in curricular and extra-curricular activities such as NSS, NCC, debate, declamation, quiz, slogan writing, poem writing, essay writing, crossword, painting, etc. Moreover, vigorously participation be ensured in activities and programs organized/sponsored/directed by govt., local society and university.</p>	<p>With the guidance and encouragement of teachers students remain engaged in one or other curricular or extracurricular activity or the other throughout the session such as: Swatchta Campaign, Nasha Mukat Bharat Abhiyaan, Selfie with Tiranga, Celebration of 'Har Ghar Tiranga Movement', Celebration of National Nutrition Month, Poster Competition on National Nutrition Month, Cycle rally and Blood Donation Camp on Birth Anniversary of Shaheed Bhagat Singh, Participation in District level celebration of Independence Day, Participation in Independence Day camp in New Delhi, Visit to C.U. Bathinda, Celebration of Unity Day, NCC Day Celebration, Celebration of Constitution Day, Participation in District level Republic Day Celebration, Awareness rally about ill effects of Stubble Burning, Debate Competition to celebrate the birth Anniversary of Bhagwan Birsa Munda, Poster Making competition regarding Road Safety Awareness, Tree Plantation drive under Green Campus Policy, Poster Making and Slogan Writing Competition on National Voters Day, Awareness campaign regarding Environment and Reuse of Plastic, Crossword Competition, Celebration of International Women's Day, 7 Day NSS camp at village Pharwahi, Cycle Rally to Celebrate World Cycle Day, Tree Plantation Drive on World Environment Day, International Yoga Day, Cyber Awareness Day celebration, To enhance love for English Language: Contest in Elocution, Poetical</p>





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		Recitation and Cross Words, Participation in Zonal and Inter-Zonal Youth Festivals, Celebration of Punjabi Month, Hindi Diwas Celebration, Celebration of Kargil Vijay Diwas, Science Day Celebration.
11.	The house enthusiastically suggested that since we were passing through Amritkal, Independence day be celebrated in the college campus on 15 <sup>th</sup> August, a grand function be organized on this occasion. To inculcate the feeling of nationalism among the students an exhibition be organized depicting the life and sacrifices of freedom fighters. Students be encouraged and motivated to participate in large number.	College celebrated Independence Day under 75 <sup>th</sup> Azadi Ka Amrit Mahaotsava Campaign. It started with Seminar on Cyber Awareness on 03-08-2022, followed by Tiranga Movement on 04-08-2022 and Har Ghar Tiranga on 14-08-2022. On Independence Day a grand function was organized in the college campus. An exhibition was organized in the college library depicting the life and sacrifices of freedom fighters. Dr Anesh Parkash, President S.D. College Managing Committee after paying tribute to freedom fighters unfurled the Taranga, Students in large number participated in the celebrations.
12.	The house was of the view since our college is first choice of students in this belt of Malwa not only for academics but for cultural and sports activities/facilities also. College had the tradition of participation in maximum number of events with one of the largest contingent in Zonal Youth Festival. Most of the time college remained overall winner owing to the hard work of students and dedication of staff. Thus, in this session also keeping the tradition alive staff should motivate the students to participate in large number and large items, so that a grand participation of students be ensured in Zonal Youth Festival to be held at Rampura Phul from 7-10-22 to 10-10-22 and Inter Zonal Youth Festival at Punjabi University Patiala from 10-11-22 to 13-11-22. The house suggested liberal financial support for the same including refreshment to students both for rehearsals and performance.	With the whole hearted support of Institution and motivation of staff college made a remarkable achievement in Zonal Youth and Folk Festival held at T.P.D. Malwa College Rampura Phul from 7-10-22 to 10-10-22. At Zonal Festival our students participated in 51 items. Our College remained overall winner securing 149 points. Our students won first position in 17 items, second position in 06 items and third in 12 items. Among 43 colleges in this competition, our college won Overall Championship Trophy, Overall Fine Arts Trophy, Overall Literary Items Trophy, Overall Music Items Trophy and Overall Folk Arts Trophy. In Inter Zonal Youth Festival held at Punjabi University Patiala from 10-11-22 to 13-11-22 our students won three Gold medals, three Silver medals and three Bronze medals.
13.	The house was very enthusiastic regarding the campaign of Punjab government to shun the youth of Punjab away from the menace of drugs by organizing sports events starting from village level to state level under the banner "Khedan Watan	College got the opportunity to host the Netball Championship at District level and State level under the banner "Khedan Watan Punjab Dian" from 15-10-2022 to 22-10-2022. Netball teams of both boys and girls under different age groups such as under 14, 17, 19,





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	<p>Punjab Dian". The house felt that our institution should also cooperate and support this campaign by organizing District level and State Level Netball Tournament.</p>	<p>21 and 31-40 years participated in the games. The Championship was inaugurated on 15-10-2022 by Hon'ble Sh. Gurmeet Singh Meet Hayer, Minister of Higher Education, Sports and Youth Affairs, Punjab. On 19-10-2022 Hon'ble Speaker of Punjab Legislative Assembly visited the college to encourage and bless the players.</p>
14.	<p>The house felt concerned over the spread of dengue and other illness during the month of September and October every year. The house suggested that municipality be requested to do fogging of pesticide every week. Moreover, college should organize a blood donation camp so that patients may get blood and plasma at ease during hospitalization.</p>	<p>The municipality and Public health departments on request of the college sent the machine to college campus for fogging of pesticide several times. College through NSS wing organized a Blood Donation Camp dedicated to Shaheed Bhagat Singh on 30-09-2022. In this camp students and staff showing a sense of responsibility toward society donated 70 units of blood.</p>
15.	<p>The house advised that more faculty members should go in for research degree. Moreover, they should write research papers, research books and got the research papers published in UGC approved research journals.</p>	<p>Faculty members were asked to go in for research degree and publish research papers. In this session four teachers were pursuing Ph.D. and two teachers have received Ph.D. degree.</p>
16.	<p>The matter regarding non release of enhanced grant by govt. for those ten grant-in-aid posts which were confirmed during the last three years was discussed at length. The house felt that it was badly affecting the finances of the college. It was decided that matter regarding the release of this grant be taken up with O/o DPI Colleges Punjab, so that grant may be got released at the earliest.</p>	<p>The matter regarding the release of enhanced grant was taken up with O/o DPI Colleges Punjab. Grant was partially released by the govt. College received the grant for the year 2022-23 only. For the previous years grant was still awaited.</p>
17.	<p>The house inquired regarding the preparation of AQAR for 2021-22. Dr. Rajesh Gupta informed the house that the work on AQAR was at very advanced stage. However, some university results were still awaited and data on student progression was not complete. Dr. Gupta insured the house that Report would be submitted in the last week of this month as the last date of submission is 31<sup>st</sup> December 2022. The house showed its satisfaction over the issue.</p>	<p>The AQAR for 2021-22 was submitted to NAAC on 24-12-2022 and was accepted by NAAC.</p>
18.	<p>The house desired to know the status of re-release of grant by DBT after the college</p>	<p>The unspent amount of first installment was restored to college by DBT and activities</p>





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	<p>was asked to deposit the unspent amount with DBT with the assurance that it would be released as per new PFMS system of disbursal and utilization of grant. Dr. Kulbhushan Rana, coordinator told the house that unspent amount of first installment of grant has already been restored to the college few days ago.</p>	<p>under the scheme were going on full pace in all the five departments of Chemistry, Physics, Botany, Zoology and Mathematics.</p>
19.	<p>The house suggested that keeping in mind the career prospects of the students efforts should be made to contact more IT companies/banks/finance companies etc. Moreover, some sort of training be provided to students to prepare them for tests, group discussion and interview.</p>	<p>Training and Placement Cell of the college in association with District Bureau of Employment Generation, Skill and Training Barnala organized Webinar on Recruitment Process for Enrollment of Eligible Youth as Agni veer Vayu. This webinar threw light on aspects of jobs in Air force. Training and Placement Cell organized a program under Campus Placement Drive. World renowned company Goteso took the test and interview for the selection of students in their company. 60 students took part in selection process. Out of which company selected 6 students.</p>
20.	<p>The house was of the view that most of our students were from rural area. Most of them were very shy and little exposer. Thus house recommended that for enhancing the exposure of the students especially students of vocational, professional and science streams be provided the opportunities of visiting various labs, companies, universities, reputed higher education institutions, business concerns etc.</p>	<p>For the exposer of students various outdoor activities were conducted such as: Visit of students to medical labs, visit to Homi Bhabha Tata Memorial Hospital, Sangrur, Visit to C-DAC Mohali, Visit to Verka Milk Plant Sangrur, Visit to Central University Bathinda, Visit to Punjab University Chandigarh, Educational Visit to IISER Mohali, Educational Visit of Zoology students to MC Choudhary Zoological Park, Chhatbir, Educational Visit to Pushpa Gujral Science City and Kanjli Wetland in Kapurthala, Visit to Thapar Institute of Engineering and Technology, Visit to SS Bir Botanical garden, Pbi.Uni. Patiala.</p>
21.	<p>The house discussed at length the issue of non-release of Post Matric Scholarship Scheme funds by state government for the three sessions i.e. 2017-18, 2018-19 and 2019-20. It amounted to more than Rs. One Crore. The house showed serious concern for the same and suggested that matter be once again taken up with O/o Director, Social Welfare department, Punjab, so that amount may be got released at the earliest.</p>	<p>Matter for release of PMS Scheme funds for three years i.e. 2017-18, 2018-19 and 2019-20 was taken up many times with O/o Director, Social Welfare department, Punjab. However, no funds were received till date.</p>







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22.	<p>Dr. M.L. Bansal expressed the views since Barnala especially our College has been the nursery of Netball. It produced many national and international players of this game. It is need of the hour that players be provided better playing facilities in Barnala. Thus a modern Netball ground be constructed in the college campus. The house agreed to the proposal unanimously.</p>	<p>Foundation stone of a new and modern Netball ground in the college was laid by General Secretary of Punjab Netball Association and General Secretary of S.D. College Managing Committee in the presence of Dr. M.L. Bansal, Finance Secretary, Punjab Netball Association and Finance Secretary of S.D. College Managing Committee. The work of ground preparation has already completed. This modern ground facility will definitely boost the morale of Netball players.</p>
23.	<p>Keeping in mind the enthusiasm among the students to actively participate in various activities initiated by NSS wing of the college from time to time. Moreover, there being six NSS units in the college. It was decided that a Seven Days Day-Night camp be organized in a village. College should provide the funds from its own sources for organizing the camp if funds are not provided by NSS department of the University.</p>	<p>NSS wing of College organized a seven day and night camp in village Pharwahi from 4th April 2023 to 10th April 2023. Under the theme "Swachh Bharat Abhiyaan" the volunteers in the camp took up the project of village cleanliness and after cleaning and clearing village wasteland planted 100 trees of indigenous variety. Village Park was maintained and beautified. The newly constructed village library was also made functional. There were 96 volunteers who stayed for 7 days and nights in the camp. Ms. Poonamdeep Kaur, D. C. Barnala inaugurated the camp and advised volunteers to adopt the slogan "MY Garbage My Responsibility" practically. Mr. Sandeep Kumar Malik, SSP Barnala presided over the valedictory function and and accolade them for their hard work in the camp. SDM Gagandeep Singh and SDM Himanshu Gupta, Dr. Guntas and DR. Mamta Sharma NSS Coordinator P.U. Patiala also visited the camp. The volunteers sensitized the villagers for environment conservation by enacting a Nukkad Natak and by taking out a rally in the village.</p>
24.	<p>The house recommended that this time Annual Sports Meet be organized on grand scale. It should be of two days' duration. Moreover, students and staff should more actively participate in games and sports. For the success of this event and to ensure larger participation of all S.D. Institutions' students, Inter S.D. institutions, inter-department, inter-class, intra-departmental, intra-class competitions be organized. Moreover, to make the occasion livelier and</p>	<p>Sports competitions were organized in various games at various levels from 1<sup>st</sup> March-11<sup>th</sup> March 2023. Students' participation in different games was appreciable. Annual Sports Meet was organized on 15-16 March 2023. Mrs. Poonamdeep Kaur Deputy Commissioner Barnala inaugurated the meet. In her address she encouraged the students to participate in games and sports. She congratulated the college for making footprints in both academics and sports. She</p>





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	interesting, competition of Tug-of-War should also be organized.	honoured the players who represented the college at University, national or international level. Dr Anesh Parkash, President, S.D. college Managing Committee was the chief guest at Valedictory and Prize Distribution function. More than 750 students participated in different events and the March Past. Students joyously participated in the Tug-of-War competition.
25.	To analyze the teaching learning system in the college, the house recommended that a feedback through Google Forms be collected from the students to have firsthand information. Students should also be asked to give suggestions for further improvement in the system.	Feedback on Google Form in the form of Online Student Survey would be collected from the students. This survey would be conducted from 26-05-2023. After collecting the feedbacks and suggestions of students, they would be analyzed for further improvement in the teaching learning system.
26	The house desired that feedback from teachers may also be collected through Google Forms to incorporate their suggestions for making the process of teaching more fruitful.	Online Faculty Survey would be conducted on Google Forms from 29-05-23. Valuable feedback from teachers would be analyzed when it will be received.


The house appreciated the efforts for the well execution of the plan for the year 2022-23.

There being no other matter, the meeting ended with vote of thanks by the Coordinator.

Approved

Signed

  
Dr. Rama Sharma  
Principal  
IQAC Chairperson

  
Dr. Rajesh Gupta  
Associate Professor  
IQAC Coordinator

