



INTERNAL QUALITY ASSURANCE CELL

S. D. COLLEGE BARNALA

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Website: www.sdcollegeinstitutions.org; Email: iqac.sdcbnl@gmail.com

Minutes of the 8th meeting of IQAC of S. D. College, Barnala held on 28-10- 2018 at 11 a.m. in the Faculty Hall of S. D. College. The following members attended the meeting.

Dr. Rama Sharma(Chair) *Rheem*

Prof. Savita Sood *Sh*

Dr. T.K. Sahu *TS*

Dr Bahadur Singh *Bahadur Singh*

Dr V. K. Bansal *VK*

Prof. Anamika Bhardwaj *Am*

Dr M. L. Bansal *Mansel*

Prof. Ashutosh Dharni *Ashutosh*

Dr. Rajesh Gupta *Rajesh*

Ms. Kusam Sharma *Kusam*

Prof. Ashok Kumar *Ashok*

Sh. Sukhpal Singh *Sukhpal*

Prof. Nirmal Gupta *Nirmal*

Pro. Balwinder Sharma *Balwinder*

Prof. Ashwani Sikri *Ashwani*

Sh. Sahibdeep Singh *Sahibdeep Singh*

1. The meeting commenced with welcome of all the members of the IQAC.
2. The minutes of previous meeting held on August 7, 2018 were confirmed.
3. House appreciated the sincere efforts by the management, staff and students for NAAC accreditation of the college.
4. The peer team report (PTR) given by the NAAC peer team was distributed to the members.
5. The Principal placed her observation about the NAAC Peer team visit. She mentioned that the two-day interaction with the Peer team members was very interactive, prolific, and insightful that ended with valuable inputs by the Peer team.
6. The Coordinator explained the functioning of the IQAC to the new members.
7. The Coordinator reported that during the admission process the arrangements made for the guidance and Help Desk established for online registration of students on Punjabi University Portal at the entry level of under graduate courses proved very helpful for the students and was widely appreciated.
8. The House reviewed the preparations and arrangements made for newly started B.Voc. (Medical Laboratory and Molecular Diagnosis Technology) course. The Principal informed that Dr Vandana Kukreja has already been appointed Nodal Officer of the program. It was suggested that an advisory committee be formed to regulate the program from time to time.
9. It was reported that keeping in mind the apprehension of members regarding the safety and security in the college campus and for the effective surveillance, new IP cameras be installed in the corridors, canteen area, at the main gate and other parts of the college campus.
10. After a long discussion and deliberation on different issues placed by the Coordinator and other members the IQAC made the following recommendations:



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11. **IQAC Mandate:** The guidelines for IQAC as provided by the NAAC should be discussed and circulated to the members so that they could familiarize themselves with the mandate given to the IQAC, mandatory/desired reporting to be prepared by it, and obligations to be fulfilled by the Cell in the time schedule period.
12. **Review of Peer Team Report:** It was desired that as the grading of college is out by the NAAC, the IQAC should take up the Peer Team report for discussion and work on the suggestions offered by the team for enhancing the quality in concerned area and work to fill the gaps, if any.
13. **Course and Subject Options:** As majority of the students from Punjab are aspiring to go abroad for higher education, but owing to their non-proficiency in English language they are unable to join reputed higher education institutions abroad. House was of the view that an IELTS cum Remedial coaching Centre be established in the college so that students may be trained in English language so that they may pass the IELTS exam and take admissions in reputed higher education institutions abroad.
14. **Proposed Activities/Programs:**
 - a. For the professional development of administrative staff IQAC to organize some short duration workshops or training programs during winter break.
 - b. As per World Health Organization (WHO) report India missed blood collection target by 15%. Moreover, for making the youth socially more aware and responsible for the needs of the society, a blood donation camp be organized in the college at the earliest preferably before the commencement of odd semester exams. For the motivation of volunteers some eminent personalities may be invited.
 - c. Keeping in mind the importance of Media as the fourth pillar of democracy, Press day Function be organized on the occasion of National Press Day.
 - d. In tune with national spirit a National Unity day be celebrated on the birth anniversary of Sardar Patel to re-affirm the inherent strength and resilience of our nation to withstand the actual and potential threats to the unity, integrity and security of our country.
 - e. Hindi being the national language, a function/competition be organized in Hindi.
 - f. As air pollution crossed all limits. So an Awareness drive be launched in villages against Stubble burning.
 - g. It was recommended that students and faculty be engaged in organizing the cleanliness drive at campus as well as nearby areas as part of 'Clean India Mission' inaugurated by Prime Minister of India.

There being no other matter for consideration, the meeting came to end with vote of thanks to the Chair.



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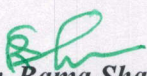
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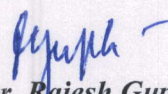
ACTION TAKEN REPORT

On the decisions of the 8th IQAC meeting held on 28-10-2018

To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken.

1. An advisory Committee has been formed for B. Voc course comprising Principal Rama Sharma (Chairperson), Principal V K Bansal, Principal R K Garg, Dr Rajesh Gupta, Dr Vandana Kukreja (Nodal Officer B Voc), Dr Partap Singh (Partap Nursing Home) and Sh Prem Chand (Prem Computerised Laboratory).
2. The guidelines for IQAC were discussed and redistributed to the members.
3. The peer team report was thoroughly analysed at various levels and in the committees and efforts are on for enhancing the quality.
4. An IELTS cum Remedial Coaching Centre was established in the college.
5. A Blood Donation Camp was organized on 1st Dec. 2018, fulfilled all its objective, more than 120 volunteers donated the blood. Dr B K Singla, DSP was the Chief guest of the occasion.
6. Press day Function was organized on 22th Nov. 2018. Sh Varinder Walia, Editor Punjabi Jagran and renowned poet Padma Shri Dr Surjit Patar, Chairman, Punjab Art Council were main speakers.
7. National Unity day was celebrated on 31st Oct. on eve of the birth anniversary of Sardar Vallabhbhai Patel
8. A Workshop on M S Excel for non-teaching staff was organized in association with Computer department from 26/12/2018 to 31/12/2018.
9. A training program on Modern Accounting Practices was organized in association with Commerce department from 01/01/2019 to 06/01/2019.
10. A declamation competition in Hindi was conducted in association with Ved Parchar Mandal. Dr Tapan Sahu, Principal S D College of Education was the Chief guest of the occasion.
11. In the Environment Awareness Drive in association with Punjab Pollution Control Board, 100 NSS volunteers spread awareness among peasantry in nine villages regarding the ill effects of stubble burning.
12. College students and staff participated in the the 'Healthy India-Tandrusat Punjab' drive at campus as well as nearby areas in association with District administration and spread awareness regarding healthy eating habits among the people of the town and participated in a Rally organized in this context on 20th Dec.2018.
13. All the students of the college and 33 teachers are actively and dedicatedly participating in Buddy Programme launched by Punjab Govt. to shun the evil of drug abuse.


Dr. Rama Sharma
Principal
Chairperson (IQAC)


Dr. Rajesh Gupta
Associate Professor
Coordinator (IQAC)