

B.A.M. KHALSA COLLEGE, GARHSHANKAR
INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING MINUTES (IQAC/M-4)

22 September, 2021

OPENING:

The meeting of Internal Quality Assurance Cell (IQAC) of the college is called by the Principal Dr. Baljit Singh at 1:30 pm in the office of Principal.

PRESENT:

- Principal- Dr. Baljit Singh
 Convener- Prof. Kanwar Kulwant Singh
 Members-
1. Prof. Prabhjeet Singh
 2. Dr. Janki Aggarwal
 3. Dr. Manbeer Kaur
 4. Prof. Jaswinder Kaur
 5. Dr. Mukesh Sharma
 6. Prof. Deepika
 7. Prof. Naresh Kumari
 8. Prof. Kiranjot Kaur
 9. S. Parminder Singh

BUSINESS FROM THE PREVIOUS MEETING:

Agenda		Action Taken on Agenda	
		Agenda Accomplished	In Progress
1.	The Vision and Mission of the college were discussed and modified in the context of teachings of Sikhism and Freedom Fighters. The members also suggested setting the vision and mission keeping in mind the needs of the rural, backward and Kandi area.	The Vision and Mission of the college have been formulated	--
2.	To guide and train the students for jobs in Defence Forces and Brig. Raj Kumar assured full cooperation in this regard.	The N.C.C. Unit of the college is working on this task	--

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3.	To improve the communication skills of the students and develop confidence in them to face challenges of the contemporary world.	Various activities like webinar and competitions like debate, declamation, speech, presentation etc are organized at departmental levels	--
4.	To inculcate the moral values among students by motivating them to visit college Gurudwara daily in the morning.	To inculcate the moral and ethical values, an assembly of students is organized every month on Sangrand and other special occasions in the morning	--
5.	Various issues regarding Alumni and PTA were also discussed.	Alumni Association and PTA have been registered and these bodies are actively engaged now.	--

NEW BUSINESS:

The following issues were discussed and suggestions were put forth by the members:

AGENDA		Approved/ Not Approved
1.	To prepare the annual Budget of the college with due consultation with other departments	Approved
2.	To start new Vocational Courses in different streams	Approved
3.	To start bus service for the students of remote areas	Approved
4.	To adopt new methods of teaching like field trips, educational visits and tours etc.	Approved
5.	To constitute committee to prepare various feedback forms	Approved
6.	To implement mentor-mentee system at all departmental levels	Approved
7.	To promote the use of ICT in teaching	Approved
8.	To sign MoUs with Sri Guru Teg Bahadur Khalsa College, Shri Anandpur Sahib	Approved

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9.	Innovation Cell will prepare SOP to promote the research and innovation among faculty members	Approved
10.	To organize expert lecture on Course Outcome Based Model	Approved
11.	To promote continuous and comprehensive evaluation through MSTs, Assignments, and Tutorials.	Approved

ADJOURNMENT:

The meeting was adjourned at 2:30pm.

MINUTES PREPARED BY:

Prof. Kiranjot Kaur



MINUTES VERIFIED BY:

Convener

Prof. Kanwar Kulwant Singh



MINUTES APPROVED BY:





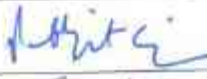




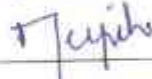

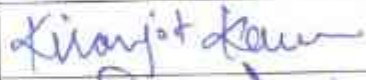

Principal

Dr. Baljit Singh

Attendance Sheet: IQAC Meeting

22 September, 2021

The meeting of all the IQAC members was held in the office of Principal at 1:30 pm on 22 September, 2021.

Sr. No.	Name of the Member	Signature
1.	Dr. Baljit Singh (Principal)	
2.	Prof. Kanwar Kulwant Singh (Coordinator)	
3.	Mr. Nitin Gupta, CA, Alumni	
4.	Mr. Sunil Rana, Alumni	
5.	Mr. Sham Sunder, Parent	
6.	Mr. Balvir Chand, Parent	
7.	Brig. Raj Kumar, Local Society	
8.	Mr. Hardev Rai, Local Society	
9.	Deputy Director, DESGRE Prabhjit Singh	
10.	Dr. Janki Aggarwal	
11.	Dr. Manbeer Kaur	
12.	Prof. Monika Chetal	
13.	Prof. Jaswinder Kaur	
14.	Dr. Mukesh Sharma	
15.	Prof. Deepika	
16.	Prof. Naresh Kumari	
17.	Prof. Kiranjot Kaur	
18.	S. Parminder singh	

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING MINUTES (IQAC/M-5)

3 January, 2022

OPENING:

The meeting of Internal Quality Assurance Cell (IQAC) of the college is called by the IQAC Coordinator at 12:00 pm. in the Department of Commerce and Economics.

PRESENT:

Coordinator- Prof. Kanwar Kulwant Singh

Members-

1. Dr. Janki Aggarwal
2. Dr. Manbeer Kaur
3. Prof. Monika Chetal
4. Prof. Jaswinder Kaur
5. Dr. Mukesh Sharma
6. Prof. Deepika
7. Prof. Naresh Kumari
8. Prof. Kiranjot Kaur

AGENDA:

To successfully compile and upload the AQAR 2020-21

NEW BUSINESS:

The agenda was discussed and the following suggestions were put forth by the members:

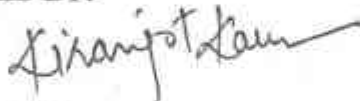
1. To complete the respective criterion for timely uploading the AQAR 2020-21 on the portal.
2. To assist Dr. Janki Aggarwal in uploading respective criterion on portal. Apart from this, Dr. Jaswinder Kaur and Prof. Amandeep Kaur (Nsr) will assist in preparing templates to be uploaded on the portal.
3. To complete and upload the AQAR on portal till 15 January. 2022

ADJOURNMENT:

The meeting was adjourned at 12:30pm.

MINUTES PREPARED BY:

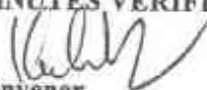
Prof. Kiranjot Kaur



MINUTES VERIFIED BY:

Convener

Prof. Kanwar Kulwant Singh



MINUTES APPROVED BY:



Principal
 Dr. Baljit Singh

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INTERNAL QUALITY ASSURANCE CELL (IQAC)**

MEETING MINUTES (IQAC/M-6)

04 April, 2023

OPENING:

The meeting of Internal Quality Assurance Cell (IQAC) of the college is called by the Principal Dr. Baljit Singh at 02:00 pm in the office of Principal.

PRESENT:

Principal- Dr. Baljit Singh
Convener- Prof. Kanwar Kulwant Singh

Members-

1. Sh. Sunil Rana, Alumni
2. Sh. Sham Sunder, Parent
3. Sh. Nitin Gupta, CA
4. Dr. Manbeer Kaur
5. Prof. Monika Chetal
6. Prof. Jaswinder Kaur
7. Dr. Mukesh Sharma
8. Prof. Deepika
9. Prof. Naresh Kumari
10. Prof. Kiranjot Kaur

BUSINESS FROM THE PREVIOUS MEETING:

Agenda		Action Taken on Agenda	
		Agenda Accomplished	In Progress
1.	To prepare the annual Budget of the college with due consultation with other departments	The Performa for the preparation of the budget has been designed	--
2.	To start new Vocational Courses in different streams	Five certificate/ diploma courses affiliated to Jagat Guru Nanak Dev Punjab State Open University, Patiala in different streams have been introduced in the session January 2022	--
3.	To start bus service for the students of remote areas	A committee has been constituted for this purpose.	--

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4.	To adopt new methods of teaching like field trips, educational visits and tours etc.	New methods of teaching have been introduced along with conventional methods	--
5.	To constitute committee to prepare various feedback forms	All the feedback forms for collecting data from various stakeholders have been prepared	--
6.	To implement mentor-mentee system at all departmental levels	Mentor-mentee system has been implemented in all departments	--
7.	To promote the use of ICT in teaching	All the teachers are encouraged to use ICT in teaching	--
8.	To sign MoUs with Sri Guru Teg Bahadur Khalsa College, Shri Anandpur Sahib	MoU has been signed with Trinity College Jalandhar and efforts are being made to sign Mou with Sri Guru Teg Bahadur Khalsa College, Shri Anandpur Sahib	--
9.	Innovation Cell will prepare SOP to promote the research and innovation among faculty members	A committee has been formed to design the Research and Innovation policy for the college.	--
10.	To organize expert lecture on Course Outcome Based Model	The workshop on "Course Outcomes Attainment" was organized on 28 September, 2021	--
11.	To promote continuous and comprehensive evaluation through MSTs, Assignments, and Tutorials	Continuous comprehensive evaluation is promoted in each semester by conducting MSTs and assigning assignments and tutorials to students.	--

NEW BUSINESS:

The following issues were discussed and suggestions were put forth by the members:

AGENDA		Approved/ Not Approved
1.	To prepare AQAR for session 2021-22 and start data collection for the same	Approved

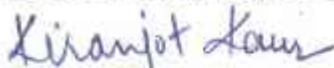
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2.	To prepare due SSR timely	Approved
3.	To improve the admission for session 2022-23, teams of teachers will visit nearby schools to interact with students	Approved
4.	To make efforts to enroll maximum students in NPTEL and Certificate courses	Approved
5.	To promote Research and Innovation activities in college. For this, Innovation Cell will prepare the schedule to conduct various activities like seminars, conferences etc by all departments	Approved
6.	To organize seminar on Intellectual Property Rights by the Department of Commerce and Economics under the aegis of IQAC.	Approved
7.	To select and implement the most suitable Best Practices in the college. For this Google form will be designed to seek valuable suggestions from all faculty members.	Approved

ADJOURNMENT:

The meeting was adjourned at 3:00pm.

MINUTES PREPARED BY:


Prof. Kiranjot Kaur

MINUTES VERIFIED BY:


Convener
Prof. Kanwar Kulwant Singh


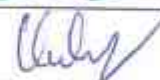



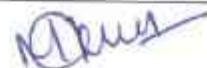
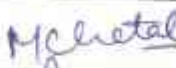

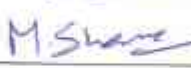
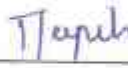
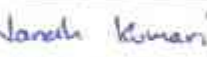
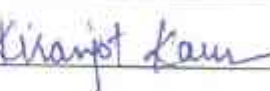
MINUTES APPROVED BY:


Principal
Dr. Baljit Singh

Attendance Sheet: IQAC Meeting

4 April, 2022

The meeting of all the IQAC members was held in the office of Principal at 2:00 pm on 4 April, 2022.

Sr. No.	Name of the Member	Signature
1.	Dr. Baljit Singh (Principal)	
2.	Prof. Kanwar Kulwant Singh (Coordinator)	
3.	Mr. Nitin Gupta, CA, Alumni	
4.	Mr. Sunil Rana, Alumni	
5.	Mr. Sham Sunder, Parent	
6.	Mr. Balvir Chand, Parent	
7.	Brig. Raj Kumar, Local Society	
8.	Mr. Hardev Rai, Local Society	
9.	Director, DESGPC	
10.	Dr. Janki Aggarwal	
11.	Dr. Manbeer Kaur	
12.	Prof. Monika Chetal	
13.	Prof. Jaswinder Kaur	
14.	Dr. Mukesh Sharma	
15.	Prof. Deepika	
16.	Prof. Naresh Kumari	
17.	Prof. Kiranjot Kaur	
18.	S. Parminder singh	