



SRI GURU GOBIND SINGH COLLEGE

Co-educational, affiliated to Panjab University, Chandigarh

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Ref. No. IQAC/02/2016-17

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Internal Quality Assurance Cell (IQAC) 2016-2017 Minutes of Meeting

A meeting was convened by the Internal Quality Assurance Cell (IQAC) of the College on 3rd August, 2016 in the Conference hall at 11 a.m.

It was attended by HOD's of various departments and the coordinator of IQAC.

The meeting was attended by following faculty members:

- Dr Amit Joshi Coordinator IQAC *Amit Joshi*
- Dr Navjot Kaur (Dean Research) *Navjot*
- Ms Gursheek Kaur (Registrar Publications) *Gursheek*
- Dr A.P Singh (Coordinator RUSA & HOD Zoology)
- Dr Rimplejeet Kaur (Coordinator Placement Cell & HOD Sociology) *Rimplejeet*
- Dr Mandeep Kaur Dhama (Coordinator Environmental Society) *Mandeep*
- Dr T S Brar (HOD Commerce) *T S Brar*
- Dr Devinder Singh (HOD Punjabi) *Devinder*
- Mrs Satinder Kaur (HOD Physics) For (HOD, Physics) Manpreet Kaur
- Sh Harbhajan Singh (HOD Botany) *Harbhajan*
- Mrs Sarbjeet Kaur (HOD Chemistry) For (HOD, Chemistry) Manpreet Kaur
- Sh Charanjit Singh (HOD Economics) *Charanjit*
- Mrs Amandeep Kaur (NSS Programme Officer, HOD History) *Amandeep*
- DR. Indrajit Sidhu (Co-ordinator) *Indrajit*
- Sh Harpreet Singh Maan (HOD Maths) *Harpreet*
- Ms Puneet (HOD Political Science) *Puneet*
- Dr Kamaljit Kaur (HOD Hindi) *Kamaljit*
- Dr Gurpreet Kaur (HOD Computer Sciences)
- Dr. Manmeet Gill (HOD physical Education). *Manmeet Gill*
- Sh. JATENDER KUMAR (COE) *Jatender*

- Dr Jasvinder Singh Bhatti (Deptt of Biotechnology)
- Dr Satinder Kaur (Deptt of Biotechnology) *Satinder Kaur*
- Dr Sonia Batta (Deptt of Biotechnology) *Sonia Batta*
- Dr. Anita Chatwal (Librarian) *Convener, Red Ribbon Club.*
- Dr Shelly Narang (Deptt of English) *Shelly Narang*

The following members could not attend the meeting:

Mrs Indu Gogna (HOD English)

Mrs Lakhvinder Kaur (HOD Public Administration).

Following points were discussed in detail with all the members present in the meeting:

1. To form a tentative schedule for conducting Seminars/ Conferences/ Workshops/ Symposium/ FDP's in the current session under the aegis of RUSA for benefit of faculty and students.
2. On the occasion of Golden Jubilee of the College, suggestions were invited for organizing various events such as workshop, seminar, and cultural events over different themes.
3. Analysis of information collected from feedback forms filled by students so that suggestions regarding infrastructure, other important inputs can be implemented for overall improvement of the college.
4. To motivate faculty to apply for various Major and Minor Research projects under different schemes.
5. Emphasis was laid on publishing Research articles in reputed Journals with high Impact Factor.
6. To organize Placement Drive for students of all Departments to provide a platform for their recruitment in different sectors.
7. To organize Educational trips and Excursion activities for giving an exposure to Industry, Research institutes and for overall development of students.
8. To create awareness programs pertaining to environment issues by organizing events like collage making, slogan writing, etc. and to plan Tree Plantation drive also.

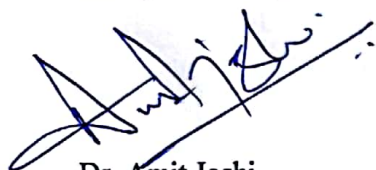
A tentative schedule was put forward for the events. The following proposals were taken up at the meeting as forwarded by the HOD's of various departments.

S. No	Name of Department/Society/ Club/Association/ Committee/Office	Purposed topic/Activity/Event	Participating Department/ Institution/ Organization	Proposed Source of funding	Tentative Schedule
1	All Departments of Science	Workshop on Development of Laboratory Maintenance Skills for the Lab Staff	Open invitation to all	RUSA	Tentatively scheduled in the 3 rd week of January
2	PG Department of Commerce	One Day Workshop on Research Talk and Presentation	Open invitation to all	RUSA	Tentatively scheduled in the 4 th week of January
3	Bhai Kahan Singh Nabha Library	One Day Workshop on Building Digital Library Using Greenstone Digital Library (GSDL) Software	Library Staff	RUSA	Tentatively scheduled in the 4 th week of January
4	Department of Economic	One Day Workshop on Communicative Skills and Public Speaking	Open invitation to all	RUSA	Tentatively scheduled in the 4 th week of January
5	All Departments of Science	7 Days FDP on Research Methodology and Project Development	Open invitation to all	RUSA	Tentatively scheduled in the 3 rd week of February
6	PG Department of Computer Science	7 Days FDP on E-Skills Empowerment of Faculty (Teaching and Non-Teaching)	Open invitation to all	RUSA	Tentatively scheduled in the 2 nd week of March
7	PG Department of Punjabi	National Seminar on Jasbir Mand de Nawlan dian Galap Jughan 'Bol Mardanyan' de Vishesh Sandarabh Vich	Open invitation to all	College funds	Tentatively scheduled in the 4 th week of November

8	NSS	To organize seven day Camp	NSS cadets	NSS Funds	Tentatively scheduled in the 3 rd week of January
9	NSS	To organize seven day Camp	NSS cadets	NSS Funds	Tentatively scheduled in the 3 rd week of January
10	Environment Society	Environment awareness	Open invitation to all	DST, Chandigarh	Tentatively scheduled in the 1 st week of February
11	PG Department of Zoology	One Day Workshop on Molecular Approaches to Taxonomy of Organisms and Human Identity and Paternity Disputes	All departments of Science	College Development Council, PU Chandigarh	Tentatively scheduled in the 2 nd week of February
12	PG Department of Chemistry and PG Deptt of Computer Science in association with Guru Angad Dev Teaching Learning Center of MHRD, Govt of India	National Workshop on ICT Skills, E-learning and MOOCs for Educators	Open invitation to all	College funds	Tentatively scheduled in the 3 rd week of February
13	PG Department of English	National Seminar on Multiculturalism in Literature: Re-Inventing Identities	Open invitation to all	Sikh Educational Society	Tentatively scheduled in the 3 rd week of February
14	All departments of Science	National Science Day Celebrations	Open invitation to all	College funds	Tentatively scheduled in the 28 th February
15	Environment Society	Tree Plantation Drive	Open invitation to all	PSCT	Tentatively scheduled in the 1 st week of March

16	Department of History	National Seminar on Post Colonial Punjab: Challenges, Continuity and Change (1947-1966)	Open invitation to all	ICSSR	Tentatively scheduled in the 3 rd week of March
17	Research Committee of College, Department of Biotechnology and Microbial Biotechnology	One-day Workshop on LaTeX	Open invitation to all	College funds	Tentatively scheduled in the 4 th week of March
18	Placement Cell	To organize Job Fair from diverse sectors	Open invitation to all	College funds	Tentatively scheduled in the 1 st week of April

The members were briefed about various funding agencies which provide funds for these kinds of activities. The Departments were requested to contact these agencies for sponsorship of above events.



Dr. Amit Joshi

Coordinator (IQAC)