



SRI GURU GOBIND SINGH COLLEGE

Co-educational, affiliated to Panjab University, Chandigarh

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Ref. No. IQAC/04/2017-18

Dated 12/08/2017

Internal Quality Assurance Cell (IQAC) 2017-2018 Minutes of Meeting

A meeting was convened by the Internal Quality Assurance Cell (IQAC) of the College on 12th August 2017 in the Conference hall at 11 a.m

It was attended by Coordinator of NAAC committee, HOD's and faculty of various departments

- Dr Amit Joshi (Coordinator IQAC) *A. Joshi*
- Dr Navjot Kaur (Dean Research) *NK*
- Ms Gursheek Kaur (Registrar Publications) *G. Kaur*
- Dr Jasveer Kaur (Coordinator Campus Beautification Committee) *J. Kaur*
- Dr Rimplejeet Kaur (Coordinator Placement Cell & HOD Sociology) *R. Kaur*
- Dr Inderpal Pasricha (Coordinator Environmental Society) *I. Pasricha*
- Dr T S Brar (HOD Commerce) *T. S. Brar*
- Mrs Satinder Kaur (HOD Physics) *For (HOD, Physics) Manpreet Kaur*
- Mrs Sarbjeet Kaur (HOD Chemistry) *For (HOD chemistry), Manjeet Kaur*
- Sh Harbhajan Singh (HOD Botany) *H. S. Singh*
- Dr Devinder Singh (HOD Punjabi) *D. Singh*
- Sh Charanjit Singh (HOD Economics) *C. S.*
- Mrs Amandeep Kaur (HOD History) *A. Kaur*
- Sh Harpreet Singh Maan (HOD Maths) *H. Maan*
- Dr A P Singh (HOD Zoology)
- Ms Puneet (HOD Political Science) *P. Singh*
- Dr Kamaljit Kaur (HOD Hindi) *K. Kaur*
- Dr Gurpreet Kaur (HOD Computer Sciences)
- Dr Jasvinder Singh Bhatti (Deptt of Biotechnology) *J. Bhatti*
- Dr. Manmeet Gill (Deptt. of Physical Education) *M. Gill*
- Sh. JATENDER KUMAR (COE) *J. Kumar*

- Dr. Mandeep Kaur Dhani (Registrar Academics) *Dhani*
- Ms. Anu Kaul (Deptt of computer science) *Anu*
(Website updation coordinator)
- Dr Satinder Kaur (Deptt of Biotechnology) *Satinder Kaur*
- Dr Mandeep Kaur Dhani (Deptt of Chemistry) *Dhani*
- Dr Sonia Batta (Deptt of Biotechnology) *Sonia Batta*
- Dr Pushpinder Kaur (Deptt of Chemistry) *Pushpinder*
- Ms. AMANJOT KAUR (Deptt. of Commerce) (NSS, P.O) *Amajot*
- Dr. Kamaljit Kaur (Deptt of Economics) *Kamaljit*

The members could not attend 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 conduct meetings with stake holders to discuss vital issues such as improvement of academic performance, Environment awareness among Staff and students, maintainence of discipline in the campus.
2. To promote effective teaching and learning methodologies to make teaching more interactive.
3. To form a tentative schedule for the conduction of Seminars/ Conferences/ Workshops/ Symposium/ FDP's in the current session for benefit of students and faculty.
4. A proposal for starting Online, short-term certificate course for all students was put forward.
5. To promote research in various departments for benefit of faculty and students.
6. To improve the infrastructure of college and proposals for purchase of equipments, chemicals and furniture.
7. To provide computers to all office bearers for smooth working and to promote paperless documentation.
8. Analysis of the feedback forms collected from stake holders such as students and Alumni so as to design a strategy for improvement in teaching, infrastructure of college and overall upgradation of students.
9. To organize Educational trips and Excursion activities for giving an exposure to Industry, Research institutes and for overall development of students.
10. To organize programs and promote Swachh Bharat Abhiyan.

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.

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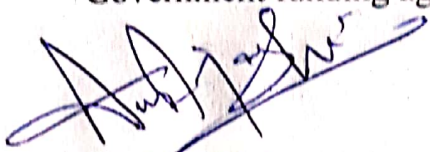
| S. No | Name of Department/Society/ Club/Association/ Committee/Office | Purposed topic/Activity/Event | Participating Department/ Institution/ Organization | Proposed Source of funding | Tentative Schedule |
|-------|--|---|---|------------------------------|---|
| 1 | Campus Beautification Committee | Celebrating Herbal Day by planting saplings | All departments; NSS | College funds or sponsorship | To be held in the last week of August |
| 2 | PG Deptt of English | Guest Lecture on 'Early Nineteenth Century Poetry' | Open invitation to all | College funds | Tentatively scheduled in the 2 nd week of September |
| 3 | Department of Hindi | Guest lecture on Hindi kshetra or uski sambhawnayen | Open invitation to all | College funds | The workshop would be organized in 2 nd week of September. |
| 4 | Environmental Society | Inter college Poster Presentation and Rangoli Making competition on the theme 'Go Green' to celebrate Green Consumer Day. | Open invitation to all | DST Chandigarh | Tentatively scheduled in 2 nd week of October |
| 5 | PG Deptt of Computer Science | One day workshop on JAVA & Software Testing (To promote ICT) | All Departments of Science & IT | BEBO Technologies | Tentatively scheduled in 3 rd week of October |
| 6 | Environmental Society | One day Educational trip to Pushpa Gujral Science City, Kapurthala. | Open invitation to all | DST Chandigarh | Tentative schedule in the second week of November |

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| 7 | Deptt of Biotechnology & Microbial Biotechnology | A lecture series on "Current Advancements in the Field of Biotechnology" | Department of Biotechnology Botany, Zoology | College funds or sponsorship | Tentatively scheduled in the 3 rd week of November |
| 8 | Alumni association | Organize Parent Teacher Meeting and the Alumni Meet. | All Departments | College funds | Tentatively scheduled in the third week of January. |
| 9 | Deptt of Physics | A lecture on "Quantum Cryptography." | Department of Physics | College funds | Tentatively scheduled in the 3 rd week of January. |
| 10 | Environmental Society | Expert lecture on 'Segregation of Waste & Its Management | Open invitation to all | College funds | Tentatively scheduled in the last week of January. |
| 11 | Environmental Society | Plating Climbers in the College Hostel | Open invitation to all | College funds | Tentatively scheduled in the month of January. |
| 12 | PG Deptt of Mathematics | A lecture on "Capacitated Transportation Problem". | Department of Mathematics | College funds | Tentatively scheduled in the month of February. |
| 13 | PG Deptt of English | Guest lecture on Surya Kant Tripathi Nirala | Department of English | College funds | Tentatively scheduled in the 2 nd week of February. |
| 14 | PG Deptt of English | Guest lecture on "Munshi Premchand" | Department of Hindi | College funds | Tentatively scheduled in the third week of February. |
| 15 | PG Deptt of English | Guest lecture on Faiz Ahmad Faiz | Sikh Educational Society (SES) | Sikh Educational Society (SES) | Tentatively scheduled in the third week of February. |

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| 16 | PG Deptt of Computer Science | One day workshop on PHP (To promote ICT) | Department of Computer Science | INDIVAR COMPANY | Tentatively scheduled in the first week of March. |
| 17 | Chemical Society | An expert lecture on Application of Laser and Optical Fibre | Department of Physics and Chemistry | College funds | Tentatively scheduled in the second week of February. |
| 18 | Deptt of Biotechnology & Microbial Biotechnology | Lecture on Biotechnology for cleaner Environment. | Department of Biotechnology Botany, Zoology | College funds | Tentatively scheduled in the third week of November. |
| 19 | Deptt of Biotechnology & Microbial Biotechnology | A lecture on Next generation sequencing in functional genomics | Department of Biotechnology Botany, Zoology | College funds | Tentatively scheduled in the third week of November. |
| 20 | Deptt of Biotechnology & Microbial Biotechnology | A lecture on Metabolic engineering of Phytic acid pathway for improving iron Bioavailability | Department of Biotechnology Botany, Zoology | College funds | Tentatively scheduled in the third week of November. |
| 21 | Environmental Society | Setting up Rain water harvesting unit and Solar Lights to conserve water & Electricity. | Open invitation to all | College funds or sponsorship | Tentatively scheduled in the first week of February. |
| 22 | Environmental Society | Proposal to build a solar green house in the Herbal Garden of the College. | Open invitation to all | DST Chandigarh Administration | Tentatively scheduled in the first week of February. |
| 23 | Deptt of Commerce | Tour to Shimla. | Open invitation to all | - | Tentatively scheduled in the second week of March. |

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| 24 | Deptt of Physics | One day educational visit to Cyclotron, Department of Physics PU Chandigarh. | Department of Physics and Chemistry | College funds | Tentatively scheduled in the third week of January. |
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The Departments were requested to mobilize funds by arranging sponsorships for the above events. Members were briefed about various Government and Non-Government funding agencies that provide funds for these kinds of activities.



Dr. Amit Joshi

Co-ordinator (IQAC)