

### Agenda for the Meeting

A quarterly meeting of all the IQAC members will be chaired by the Chairperson, IQAC on 20-07-2022 at 2:30 in the Principal office. All are requested to attend the meeting. The agenda for the meeting will be -

- Action Plan along with in-house curriculum planning
- Admissions in D.E.Ed., B.Ed. and M.Ed.
- Planning for National level Seminar
- Status Report of NAAC Inspections
- Activity Calendar Preparation / Academic Calendar
- Institutional Level Seminar
- Guest / Extension Lecture
- Reconstitution of IQAC and other Committees
- Follow up / Action Taken Report

Chairperson  
 [IQAC] 20/7/2022  
 Member  
 [Signature]  
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## I Q A C Meeting

The honorable Chairperson, IQAC chaired a meeting of all the IQAC members on 20-07-22 at 2 pm in the Principal office. Following members attended the meeting;

Sl. No.	Name	Signature
1.	Dr. Charanpreet Kaur, [Coordinator]	
2.	Mr. Charanpreet Singh, Management Member	
3.	Dr. Shashi Bhushan Anand, Sr. Adm. Officer	
4.	Dr. Azad Singh, Nominee [Local Society Trust]	
5.	Dr. Kanta Rani, Employer Nominee	
6.	Mr. Gurbpreet Singh, Industrialists Nominee	
7.	Dr. Rajesh Kaurwan, Nominee from Stakeholders	
8.	Dr. Mona Siwach, Member	
9.	Dr. Meenakshi, "	
10.	Dr. Hardeep Singh, "	
11.	Dr. Ranjeet Singh, "	Leave
12.	Ms. Sandeep Singh, "	
13.	Mr. Meeta Ram, "	
14.	Dr. Prem Kumar Verma, "	
15.	Mr. Harpal Kaur, "	
16.	Ms. Vijay Luxmi, Student Member	
17.	Ms. Shaina, Alumni Member	

## In Attendance

Dr. Rajni Bala, Chairperson [IQAC]  
Welcome Address by the Principal

At the outset, the Principal welcomed all the internal and external members of IQAC. The members of IQAC were asked to prepare "Action Plan" for the session 2022-23 along with In-House Curriculum Planning.

- As the Admissions Process of D.El.Ed., B.Ed. and M.Ed. will start soon, the Principal asked suggestions from the IQAC members to increase the strength of students. Admission Committee for all the three courses were also reconstituted.

#### Planning for National Level Seminars:

- For the development of research aptitude, the Principal asked the staff members to organise a National Level Seminar that must be sponsored. Dr. Mona Dwivedi and Mr. Hardeep Singh were assigned duty to confirm the process and implement it.

#### Status Report of NAAC

The Chairman and the Coordinator, IQAC were asked for status report of NAAC by the Management Members. It was told that the institution is working on all the seven criteria. Status Report of NAAC was submitted to Dr. Shashi Suman Arora.

- Activity Calendar :- Dr. Mona Dwivedi was assigned duty to prepare Academic Activity Calendar for the session 2022-23. It was also decided that Activity Calendar must be divided into both aspects i.e. Curricular and Co-curricular.
- Institutional Level Seminars :- It was decided

that Institutional Level Seminars will be organised for all the three programmes. The IQAC members reported that Classroom Seminars are already being organised.

- Guest/Extension Lectures:- Some Guest/Extension lectures were also planned. Dr. Prem Kumar was assigned duty to organize Guest/Extension Lectures time-to-time and maintain record of the same.
- Reconstitution of Committees:- Many committees were reconstituted for the session-(2022-23). The list is attached here:

## Shah Satnam Ji College of Education, Sirsa

### Committees for the session 2022-23

Committees	Convener	Members
Alumni Association	Dr. Rajni Bala	Dr. Mona Siwach Dr. Meenakshi Dr. Prem Kumar Verma Mr. Sandeep Singh Ms. Shairy Jain

<b>Committees</b>	<b>Convener</b>	<b>Members</b>
Library Advisory Committee	Dr. Charanpreet Kaur	Dr. Rajni Bala Mr. Mewa Ram Dr. Ranjeet Singh Dr. Mona Siwach Mr. Sushil Kumar Mr. Hardeep Singh Mr. Suresh Kumar
Discipline Committee	Mr. Sandeep Singh	Dr. Charanpreet Kaur Dr. Prem Kumar Verma Ms. Shairy Jain Mr. Ratan Lal Mr. Mewa Ram
Sports Club	Dr. Prem Kumar Verma	Mr. Hardeep Singh Mr. Sandeep Singh Mr. Sushil Kumar Mrs. Parneet Kaur Mr. Ratan Lal
Examination Cell	Dr. Mona Siwach	Dr. Ranjeet Singh Mrs. Harpal Kaur Dr. Dhrub Singh Tomar Mrs Gurjot Kaur Dr. Prem Kumar Verma

<b>Committees</b>	<b>Convener</b>	<b>Members</b>
Anti Ragging Cell	Mr. Sandeep Singh	Mr. Hardeep Singh Ms. Shairy Jain Mrs. Akancha Mr. Suresh Kumar
Campus Gardening and Cleanliness Committee	Dr. Mona Siwach	Mr. Sandeep Singh Mr. Hardeep Singh Ms. Shairy Jain Dr. Dhruv Singh Tomar Mrs Gurjot Kaur
Guidance & Placement Cell	Dr. Charanpreet Kaur	Mr. Hardeep Singh Dr. Meenakshi Mr. Sandeep Singh Ms. Shairy Jain Mrs. Parneet Kaur
Research Committee	Dr. Charanpreet Kaur Convener Dr. Rajni Bala Co- Convener	Dr. Ranjeet Singh Dr. Mona Siwach Dr. Meenakshi Mr. Hardeep Singh Mr. Sandeep Singh Mr. Sushil Kumar

<b>Committees</b>	<b>Convener</b>	<b>Members</b>
College Magazine Committee	Dr. Ranjeet Singh	Dr. Prem Kumar Verma Ms. Anju Rani Mr. Sandeep Singh Mrs. Harpal Kaur Mrs Gurjot Kaur
Eco Club	Dr. Mona Siwach	Dr Charanpreet Kaur Dr. Prem Kumar Verma Mr. Mewa Ram Mrs Gurjot Kaur
Literary & Fine Arts Club	Ms. Anju Rani Co- Convener	Dr. Meenakshi Mr. Suresh Kumar Mrs. Karinderpal Kaur Mrs Rajni
Grievances Redressal Cell	Dr. Charanpreet Kaur	Mr. Suresh Kumar Mr. Hardeep Singh Dr. Meenakshi Dr. Dhruv Singh Tomar Ms. Shairy Jain
Academic and Cultural Activities Cell	Dr. Ranjeet Singh	Mrs. Parneet Kaur Mr. Sandeep Singh Mrs. Harpal Kaur Mrs Rajni
<b>Committees</b>	<b>Convener</b>	<b>Members</b>

Parents-Teachers Association	Dr. Charanpreet Kaur	Dr. Ranjeet Singh Dr. Meenakshi Dr. Mona Siwach Ms. Shairy Jain Mrs. Karinderpal Kaur
Women Cell	Dr. Meenakshi	Ms. Shairy Jain Mrs Gurjot Kaur Mrs. Anupam Mrs. Akancha Mrs. Harpal Kaur
Prevention of Sexual Harassment Committee	Dr. Charanpreet Kaur	Dr. Mona Siwach Dr. Prem Kumar Verma Dr. Meenakshi Mr. Sandeep Singh Ms. Anju Rani
Rural Entrepreneurship Development Cell	Dr. Rajni Bala	Dr. Mona Siwach Mr. Suresh Kumar Dr. Ranjeet Singh Dr. Meenakshi Dr. Prem Kumar Verma
YRC Committee	Dr. Rajni Bala (Convener)  Dr. Mona Siwach (Co-Convener)	Dr. Ranjeet Singh Mrs. Harpal Kaur Mrs. Parneet Kaur Ms. Anju Rani



<b>Committees</b>	<b>Convener</b>	<b>Members</b>
Purchasing Committee	Dr. Mona Siwach	Mr. Mewa Ram Ms. Shairy Jain Mrs. Anupam Mr. Sukhvir Singh
Time Table Committee	Dr. Rajni Bala	Dr. Ranjeet Singh Mr. Sandeep Singh Dr. Mona Siwach Mrs. Harpal Kaur
Electoral Literacy Club	Dr. Rajni Bala	Mr. Hardeep Singh Ms. Anju Rani Mr. Suresh Kumar Mrs. Parneet Kaur Mrs Gurjot Kaur
SC/BC Cell	Mr. Suresh Kumar	Dr. Ranjeet Singh Dr. Prem Kumar Verma Dr. Meenakshi Ms. Anju Rani
N.S.S. Committee	Mr. Sandeep Singh	Mrs. Parneet Kaur Mr. Suresh Kumar Ms. Anju Mr. Sukhvir Singh

## Follow up / Action Taken Report :

The minutes of the last meeting held on 04-04-2021 were confirmed and signed.

- House Exams were conducted.
- Feedback forms are modified and feedback collection is under process.
- More classrooms, Ramp and other infrastructure requirements are being constructed i.e. building renovation is under process.
- 74 new books were added in the library stock in session 2021-22.

The meeting ended with a vote of thanks.

Chairperson, BRAC  
20/4/2021