



Phone/Fax No. : 0161-2448899

SATISH CHANDER DHAWAN GOVERNMENT COLLEGE
LUDHIANA

ਸਤੀਸ਼ ਚੰਦਰ ਧਵਨ ਸਰਕਾਰੀ ਕਾਲਜ, ਲੁਧਿਆਣਾ

Website: www.scdgovtcollege.ac.in E-mail: scdgovtcollege@gmail.com

Date of Meeting: 26-03-2022

Agenda

The members met to assess the status of AQAR 20-21. A meeting of the IQAC was held in the conference room. It was attended by the following members:

1. Dr Pardeep Singh Walia
2. Dr Tanvir Likhari
3. Dr. Satya Rani
4. Prof. Suman Lata
5. Prof. Deepak Chopra
6. Dr. Gursharanjit Singh Sandhu
7. Prof Kamal Kishore
8. Prof. Poonam Mahajan
9. Prof. H.L. Basra
10. Prof Amrita Rawlley
11. Prof Neelam Bhardwaj
12. Prof Harmeet Kaur Jhaaj

The following decisions were taken:

1. Review of previous meetings and subsequent actions were taken.
2. It was decided that AQAR 2020-21 needs to be filled on priority basis. Data should be compiled criteria wise. There will be a review meeting after 15 days.
3. All supporting files should be stored safely in hard as well as soft copy.
4. All department heads need to compile activities for the proper submission of AQAR.

Dr. Tanvir Likhari
IQAC Coordinator

Dr. Pardeep Singh Walia
Principal
Principal
SCD Govt. College, Ludhiana



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No..6..5/98AC/4

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Dated.....19 July, 23.

Minutes of Meeting 5th Nov 2022

Agenda of the meeting:

1. AQAR 21-22 followed by NAAC third cycle
2. Industry Institute Collaboration
3. Alumni Connect
4. Institutional views on Learner Centric Education
5. Academic Bank of Credits and Multiple Entry and Exit System
6. National Higher Education Qualification Framework
7. Institutional Preparedness and Views on Digital Learning
8. Open Distance Learning and Online Programmes
9. Swayam and other Moocs Programmes and their Relevance
10. Institutional Awareness and Preparedness on Academic Research and Internationalisation
11. Indian Knowledge System
12. Institutional Efforts to Promote Employability
13. Quality Roadmap for the Institution

A meeting of the IQAC committee was conducted on 5th November 2022 at 1.00 pm in the IQAC room. The following members were present.

Prof Dr Tanvir Likhari

Prof Amita Rawlley

Dr Poonam Mahajan

Prof Suman Lata

Dr Gursharanjit Singh

Dr.Kajla



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Prof Harpreet Bajwa
Prof Sanju Gupta
Prof H L Basra
Dr Neelam Bhardwaj
Dr Sajla, Teacher
Prof Geetanjali
Prof Anamika
Dr Saurabh Kumar
Prof Sanjeev Kumar
Sh Rajinder Gupta
Sh Jaswinder Singh
Ms Kiranjeet Kaur
Ms Nalini Nayar

1. Filling the AQAR of the college for the year 2021-2022 was the top most priority. The team is already working on it and the work will be accomplished soon.
2. As far as institutional preparedness for these is concerned, our affiliating university Panjab University Chandigarh has not registered for Academic Bank of Credits as yet. But we have already initiated the process of enrolling our students at the ABC website. Around 1000 students have successfully created ABC ids and as soon as our university is registered on the portal, our students will be able to reap the benefits of ABC.
3. Institutional preparedness and views on digital learning can be achieved through enrolment of students and faculty into already implemented Digital learning platforms such as ODL and SWAYAM. The benefits are manifold. National or International Level Best Quality Contents are available. Learning is free of cost and students get certificates of the particular course at a very nominal fee.
4. The college is already running varied courses like B.A, BSC (M), BSC (NM), BBA, BCA, BCOM and 11 PG programmes. Interdisciplinary customised undergraduate degrees can be easily designed and incorporated. The college has already initiated 5 certificate courses – Computer Aided Accounting, GST Application, Creative Writing and Content Development, Business Etiquette and Professionalism and Digital Marketing. These are open to all streams. We look forward to multidisciplinary vibrant education set up.



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Dated...19 July, 23.

5. All members unanimously agreed that Industry Institute Collaboration is a must. There is a huge gap between the requirements of the industry and the skill set they receive from our students. There is a need to analyse the job requirements of the varied industry of Ludhiana and curate specific courses in addition to guiding the students towards attaining the eligibility for the jobs available.
6. Prof Neelam Bhardwaj elaborated on institutional preparedness on academic research and internationalisation of higher education. The Institution Innovation Council (IIC) has been established in the college for promoting different activities related to research, innovation, IPR. etc. startup and entrepreneurs. Faculties and students are the members of IIC. The IIC Council conducts quarterly meetings in every quarter to plan the quarterly activities and review quarterly conducted activities. Expert Talk will be held in Quarter 1 under the umbrella of "My Story" session. A workshop on "IPR, Critical Thinking, Problem Solving, Ideation, Innovation Design" for faculty and students will be conducted in blended mode. Field visit to pre-incubation units will be arranged for students in nearby industries.
7. As far as institutional preparedness for introducing the Indian Knowledge System is concerned, Dr Kajla suggested that a dedicated cell of IKS be set up to research, promote and disseminate knowledge about it. Role of languages and social sciences will be augmented to revive the dying languages. Short term courses on learning/teaching various Indian languages can be coordinated. Shloka Ucharan and spoken Sanskrit competitions can be formulated to rejuvenate classical language Sanskrit. Interstate educational tours will be organized to know the culture and tradition of other states. Interstate cultural competitions, webinars, conferences can be arranged. Workshops and internships on various kalas of ancient culture can be introduced by inviting local artisans. Free Yoga camps will be organized in collaboration with local Yoga sansthans to lead healthy, stress-free life and enhancing concentration power.
8. Prof Anamika proposed a course or mechanism through which value education and community welfare education can be imparted to the youth. This would also result in strengthening the emotional quotient of the students.
9. Incharge of Career Counselling and Placement Cell Dr Sajla talked about Institutional efforts to promote employability. The career counselling and placement cell also plans to hold career counselling seminars/workshops in collaboration with government agencies District Bureau of Employment and Enterprises (DBEE) in the coming months. The college is also planning to make a conference room/placement office where companies HRs who come for placement can have group discussions and interviews. The cell also plans to invite experts for training students for various soft skills required for placement.



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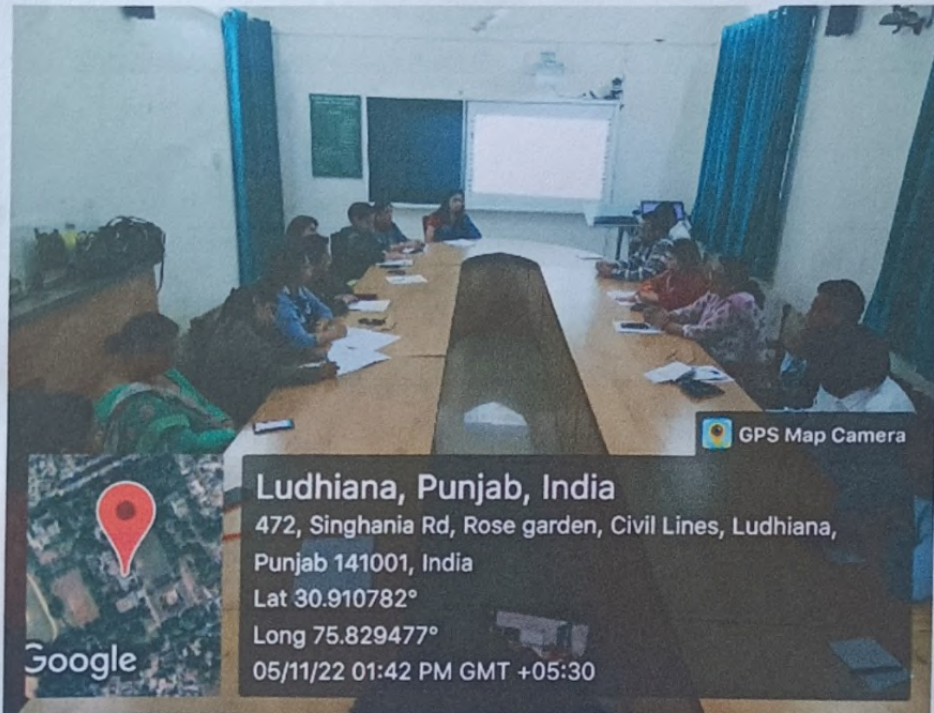
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No. 65/198AC/4

Dated 19 July, 23.

10. Principal Dr Tanvir Likhari discussed her vision on the quality roadmap of the institution. The first priority is AQAR 21-22 followed by NAAC inspection. The college needs better social media outreach. Our website needs overhauling and we can buy a YouTube subscription to reach out to students in blended learning. A High Achievers' Club will be introduced which will work on chiselling them into better personalities by engaging them into various activities. The Indian Knowledge Cell can be established to revive our indigenous learning systems and dying languages.





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No. 6.5/90AC/4

Dated 19 July, 23

Minutes of Meeting 5th Dec 2022

Agenda of the meeting

1. Review of action taken on the decisions in previous meeting.
2. Preparedness for NAAC 3rd cycle.
3. Optimum utilisation of RUSA grant.
4. Planning activities in the next semester.

A meeting of the IQAC committee was conducted on 5th December 2022 at 12:30 pm in the Principal Office. The following members were present.

Prof Dr Tanvir Likhari
Prof Amita
Dr Poonam Mahajan
Dr Gursharanjit Singh
Dr. Kajla
Prof Harpreet Bajwa
Prof Sanju Gupta
Prof H L Basra
Dr Neelam Bhardwaj
Dr Sajla
Prof Geetanjali
Dr Saurabh Kumar
Prof Sanjeev Kumar
Sh Jaswinder Singh
Ms Nalini Nayyar



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No. 6.5/90AC/4

Dated 19 July, 23

The following decisions were taken.

1. The members reviewed the action taken on the decisions taken in the previous meeting. AQAR has been successfully submitted with NAAC. The college has improved its social media outreach by starting documentation of activities through Facebook and YouTube.
2. All heads of departments were directed to go for optimum utilisation of RUSA grant.
3. Departments should plan activities for the next semester.
4. All departments should cater to advanced learners and slow learners of their respective subject and allot them a specific time in the week in order to enhance their learning process.
5. Teachers need to make all efforts to promote Gross Enrollment Ratio by visiting schools in catchment area and motivating them.
6. Seven day NSS Camp can be planned in mid January.
7. Convocation ceremony can also be planned towards the last week of January 2023.
8. All toilets need to be repaired and renovated.
9. The sofa in the main staff room needs to be repaired.





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No. **6-5/90AC/5**

Dated **19 July, 23**

Minutes of Meeting 19th Jan 2023

Agenda of the meeting

1. Review of action taken on the decisions in previous meeting.
2. Preparedness for NAAC 3rd cycle.
3. Planning activities in the current semester.

A meeting of the IQAC committee was conducted on 19th Jan 2023 at 12:00 pm in the Principal's Office.

The following members were present.

Prof Dr Tanvir Likhari
Prof Amita Rawlley
Dr Poonam Mahajan
Dr Gursharanjit Singh
Dr. Kajla
Prof Harpreet Bajwa
Prof Sanju Gupta
Prof H L Basra
Dr Neelam Bhardwaj
Dr Sajla
Dr Saurabh Kumar
Prof Sanjeev Kumar

The following decisions were taken.

1. The members reviewed the action taken on the decisions in the previous meeting.



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No. **6.5/90 AC/5**

Dated **19 July, 23**

2. Necessary arrangements were discussed for the Technical Workshop to be held tomorrow i.e. 20th January 2023.
3. The Convocation function can be organised in the beginning of February 2023.
4. The Sports Meet can be planned around the last week of February 2023.
5. All in charges of tutorial groups to submit the names of students who have not yet created the ABC ID to the Senior Tutor Dr Kajla.
6. All departments should cater to advanced learners and slow learners of their respective subject and allot them a specific time in the week in order to enhance their learning process.





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No. **65/90AC/5**

Dated **19 July, 23**

Minutes of Meeting 4th Feb 2023

Agenda of the meeting

1. To review the actions taken on the decisions in the previous meeting.
2. To assess the first draft of SSR and to prepare the second draft.
3. Finalising Convocation and Sports Meet for the session.
4. Any other issue with the permission of the chair.

A meeting of the IQAC committee was conducted on 4th February 2023 at 10 am in the Principal's Office.

The following members were present.

Prof Dr Tanvir Likhari
Prof Amita Rawlley
Dr Poonam Mahajan
Dr Kajla
Prof Harpreet Bajwa
Dr Sanju Gupta
Dr Neelam Bhardwaj
Dr Sajla
Prof Geetanjali
Prof Anamika
Dr Saurabh Kumar
Dr Sanjeev Kumar



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No.....6.5/2023 AC/5

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The following decisions were taken.

1. The members reviewed the actions taken on the decisions in the previous meeting.
2. Necessary arrangements and duties were discussed for the Convocation function to be held on 14th February 2023.
3. The Athletic Meet for the session 2022-23 is to be planned around the last week of February 2023.
4. It was decided that Alumni Meet should be hosted on the eve of 8th March 2023. Women's Day celebrations can be organised in the morning on the same day.
5. The members of NAAC committee are working on the recommendations made by the NAAC mentor Dr Pardeep Walia on the first draft of SSR.



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No. *65/90Ae/5*

Dated *19 July, 23*





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No. 6-5/90AE/5

Dated 19 July, 23.

Minutes of Meeting 4th March 2023

Agenda of the meeting

1. Athletic Meet
2. Tour (under Career Counseling, Govt colleges of Punjab) to Innovation Cell, GNDU
3. Development of e-classroom
4. Mid semester tests in March-2023
5. Status and readiness of SSR by 31st March 2023
6. Convocation for 2021-22 batch
7. Alumni Meet
8. Any other issue with the permission of the chair.

A meeting of the IQAC committee was conducted on 4th March, 2023 at 9:20am in the Principal's Office.

The following members were present.

Prof Dr Tanvir Likhari
Dr Poonam Mahajan
Prof. Gursharanjit Singh
Dr Satya Rani
Dr Kajla
Prof Harpreet Bajwa
Dr Sanju Gupta
Dr Neelam Bhardwaj
Dr Sajla
Prof Geetanjali
Prof Anamika
Dr Saurabh Kumar
Dr Sanjeev Kumar
Sh Jaswinder Singh
Ms Kiranjeet Kaur



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No. 65/2023/15

Dated 19 July, 23

The following decisions were taken.

1. Tour (under Career Counseling, Govt colleges of Punjab) for PG classes to Innovation Cell GNDU, Amritsar to be organized tentatively on March 9, 2023.
2. The Athletic Meet (going to be held on 13th & 14th March 2023) preparations for the current session were reviewed.
3. It was decided that Alumni Meet will be hosted on the 11th March 2023.
4. Status of development of e-classrooms was updated and progress was reviewed.
5. The status of SSR, which is to be submitted by 31st March 2023, was reviewed.
6. Convocation dates for batch 2021-22 were discussed and the status of availability of degrees from the university was reviewed.
7. The preparations for Mid semester tests going to be held in third week of March were reviewed.
8. A lecture on "Punjabi Gurmukhi Lippi" was proposed to be conducted in this month.





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No.....65/99AC/5

Dated.....19 July, 2023.

Minutes of Meeting 1st April 2023

Agenda of the meeting

1. Remedial classes after Mid semester tests
2. Completion of syllabus for end semester examination
3. Status and readiness of SSR
4. Convocation for 2021-22 batch
5. Workshop under Institution's Innovation Council.
6. Placement drive after workshop
7. Any other issue with the permission of the chair

A meeting of the IQAC committee was conducted on 1st April 2023 at 10:00 am in the Conference Room.

The following members were present.

- Prof. Amita Rawlley
- Dr Satya Rani
- Dr Kajla
- Prof Harpreet Bajwa
- Dr Sanju Gupta
- Sh H L Basra
- Dr Sajla
- Prof Geetanjali
- Dr Saurabh Kumar
- Dr Sanjeev Kumar
- Sh Jaswinder Singh
- Ms Kiranjeet Kaur

The following decisions were taken.

1. Faculty members should hold remedial classes for weak students post Mid Semester Tests.



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No. 65/ JCA/ 5

Dated 19 July, 2023

2. Teachers should also focus on completion of syllabus of their respective classes as end semester examination is round the corner.
3. The status of SSR which was to be submitted by 31st March 2023 was reviewed.
4. Convocation dates for batch 2021-22 were discussed and status of availability of degrees from university was reviewed.
5. A workshop to be organised by the Institution's Innovation Council regarding making of chocolate and bakery related products.
6. Placement cell will be conducting a placement drive by Chocovik in college.



Amrit
Coordinator IQAC



[Signature]
Principal
SCD Govt. College, Ludhiana