

INTERNAL QUALITY ASSURANCE CELL
SCD GOVT COLLEGE LUDHIANA
IQAC COMMITTEE MEETINGS
Session (2019-20)

Date of meeting: 24-05-2019

A meeting was conducted under the chairmanship of Principal Dr Dharam Singh Sandhu. The following members attended the meeting:

1. Dr. Dharam Singh Sandhu
2. Dr. Ashwani Bhalla
3. Dr. Gurshanjit Singh Sandhu
4. Prof. Amita Rawlley
5. Prof. Poonam Mahajan
6. Prof. Suman Lata
7. Prof. Deepak Chopra
8. Prof. Harmeet Jhajj
9. Dr. Neelam Bhardhwaj

The following decisions were taken.

- A committee should be formed to review the work and conduct of faculty working in Higher Education Institute Society during the previous year.
- The plan of current BSNL phone number 0161-2970049 should be converted to smaller 490/- plan and that of 0161-2970088 to annual plan. The outstanding balance amount should be immediately paid.
- The college library to be equipped with Wi-Fi facility. Rs 25000/- to be sanctioned for installation of Book Reader Tablet in the library.
- The computer faculty working against sanctioned posts should be allotted workload from HEIS department. No extra payment would be made against this.
- The meeting ended with a vote of thanks.

Date of meeting: 09-09-2019

A meeting was conducted under the chairmanship of Principal Dr Dharam Singh Sandhu. The following members attended the meeting:

1. Dr. Dharam Singh Sandhu
2. Dr. Ashwani Bhalla
3. Dr. Gurshanjit Singh Sandhu
4. Prof. Amita Rawlley
5. Prof. Poonam Mahajan
6. Prof. Suman Lata
7. Prof. Deepak Chopra
8. Prof. Harmeet Jhaji
9. Dr. Neelam Bhardhwaj

The following decisions were taken.

- Formal approval to the appointment of two Assist Profs for teaching MSc Physics and two Assist Profs in MSc Chemistry.
- Affiliation extension fee for MSc Chemistry 1st and 2nd year (1 lac plus 1000/-) with reference to university letter no. A-8/7940 dated 28-08-2019 to be paid.
- Sanction of Rs 60000/- for purchase of books for MSc Chemistry.
- Sanction of Rs 3 lac for purchase of chemicals and other equipment from HEIS fund.
- Rs 2 lac sanctioned for payment of fee on behalf of needy students and a committee is constituted for this purpose:
Dr Harbans Singh (Convener)
Dr Ashwani Bhalla (Member)
Dr Gursharanjit Sandhu (Member)
Sh Narinder Pal Sharma (Admn Officer HEIS)
- As decided in the meeting dated 02-09-2019, Rs 1,50000 to be sanctioned for preparation of music items for the Panjab University Youth Festival 2019. Convener of music items Dr Neelam Bhardhwaj will ensure the expenditure as per norms as well as stock entry of bill vouchers.
- The amount of Rs 4 lakh is sanctioned for the repair of college roads.
- The amount of Rs 8 lakh is approved for purchase of 10 computers for computer lab.

Date of meeting: 02-11-2019

A meeting was conducted under the chairmanship of Principal Dr Dharam Singh Sandhu. The following members attended the meeting:

1. Dr. Dharam Singh Sandhu
2. Dr. Ashwani Bhalla
3. Dr. Gurshanjit Singh Sandhu
4. Prof. Amita Rawlley
5. Prof. Poonam Mahajan
6. Prof. Suman Lata
7. Prof. Deepak Chopra
8. Prof. Harmeet Jhaji
9. Dr. Neelam Bhardhwaj

The following decisions were taken.

- The amount of 50000/- was unanimously approved to be spent towards the Symposium on IT, Business and Manufacturing Innovation to be held on 15th November 2019 by HEIS department.
- Rs 50 lakh was approved for the construction of Self-Finance Block through approved agency.
- Rs 26 lakh was approved for upgradation of infrastructure of HEIS Department.
- A store to be constructed to manage the equipment of HEIS department and Rs 1 lac sanctioned for the purchase of almirahs/racks for the same.
- Rs 1 lakh sanctioned for the purchase of 2 printers and UPS batteries for HEIS department.
- Tile flooring in Administrative block and History department through PWD Ludhiana.
- It was decided by the committee to start B.Com course in Evening College under Self-Finance Scheme. For this purpose Rs 3000/- to be paid to the university.
- Rupees 10 lac sanctioned for installing solar panel in the girls and boys hostels.
- The member secretary of HEIS Dr Harbans Singh is due to retire on 30th November 2019. It was unanimously decided that Dr Ashwani Bhalla will now be authorised to operate the bank account of HEIS.
- V.S. Mahajan and Co. to be paid rupees 24780/- for the return and audit report of session 2019-20.
- The e-waste of computer hardware should be written off after forming a committee for the same and the money generated thereby to be deposited in HEIS fund.
- 2,50,000 approved for purchase of numeric UPS for MCom BI and the classes in computer lab.

- On the occasion of centenary celebrations in college, Rs 10 lac approved for recarpetting of roads, Rs 5 lac approved for renovation of Administrative block, Rs 5 lac approved for renovation of Sahir Auditorium, Rs 4 lac for left side park adjoining gate no. 3, Rs 2 lac for notice board and Centenary Memorial. All this expenditure will be made as per norms through approved agency. Total amount of Rs 26 lac sanctioned for the listed works.
- The vacant posts of clerk/ lab attendant in HEIS to be filled at DC rate through advertisement.



Dr Ashwani Bhalla
Coordinator IQAC



Dr Dharam Singh Sandhu
Principal

Principal
SCD Govt. College, Ludhiana