



Session 2018-19

IQAC Meeting-1

Date:- 25/07/2018

A meeting of IQAC was held in the office of college director on 25/07/2018.

Members Present:

- Prof Gurcharan Singh (College Director & Chairperson IQAC)
- Mrs. Savita Sharma (Coordinator IQAC)
- Mrs. Sumedha Syal (Member IQAC)
- Mr. Balwinder Singh (Member IQAC)
- Mr. Nirmal Singh (Member IQAC)
- Mrs. Nidhi (Member IQAC)
- Ms. Sarabjote Bedi (Member IQAC)
- Mrs. Sarbdeep Kaur Sidhu (Member IQAC)

AGENDA:

Quality Enhancement measures-plan of action

The following issues were discussed to promote measures for institutional functioning towards quality enhancement.

1. Invite dignitaries to deliver extension lectures to further enrich Curriculum.
2. Teachers were encouraged to participate in workshops & conferences to update their knowledge.
3. Seminars should be allocated to students of UG and PG classes.
4. To inculcate the research aptitude UG students should be given minor projects.
5. To purchase instruments, glassware and chemical etc. out of star college scheme; to utilize the star grant and RUSA grant in time.
6. Students should be given the opportunity to interact with scientists to maximum extent so that they develop interest in pursuing higher studies and research.
7. Educational tours should be arranged by each department.
8. To organize workshop for hands-on-training.
9. Teachers should come fully prepared in the class and use audio visual aids for teaching also.
10. To take feedback from all stake holders and specially from students at the end of the semester .e. in the month of November/December and April.
11. To complete the syllabus in time, staff members should stick to the schedule of work as already decided.
12. The teachers were instructed to solve the problems of the students after the class in free period. The students are free to visit any teacher after the class.
13. To encourage the students to keep the campus neat and clean.
14. To encourage the students to participate in Inter-College competitions being held by other institutions and to participate in Zonal youth and Heritage festival scheduled in October.
15. This year being the golden Jubilee year of the College, some major function should be organized.
16. A grand alumni association function will be organized.



S. Govt. College of Science Education and Research, Jagraon

Email: gcsiencejagraon@gmail.com

Ph.No. 01624-223242

Website: www.gscign.org

Fax.No. 01624-220082

17. The members took a serious note of the significant decrease in strength of students this session. The director told the members that this trend is in all colleges of Punjab due to migration of students to foreign countries after 12th class & B.sc final.

Action Taken Report:

1. The Heads of Department decided to organise the extension lectures or workshops in the month of February and March.
2. Teachers assured to give special attention to the slow learners.
3. Alumni Executive committee was formed to organise alumni meet in December.

Amcharan Singh
Director
S. Govt. College of Science
Education & Research, Jagraon

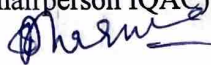
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I.Q.A.C. Coordinator
S. Govt. College of Science
Education & Research, Jagraon

IQAC Meeting-2

Date:- 30/10/2018

A meeting of IQAC/NAAC committee was held in the office of the college director on 30/10/18.

Members Present:

- Prof Gurcharan Singh (College Director & Chairperson IQAC)
- Mrs. Savita Sharma (Coordinator IQAC) 
- Mrs. Sumedha Syal (Member IQAC)
- Mr. Balwinder Singh (Member IQAC)
- Mr. Nirmal Singh (Member IQAC)
- Mrs. Nidhi (Member IQAC)
- Ms. Sarabjote Bedi (Member IQAC)
- Mrs. Sarbdeep Kaur Sidhu (Member IQAC)

AGENDA: The following issues were discussed to promote measures for institutional functioning towards quality enhancement

1. AQAR 2017-18 preparation and submission.
2. Utilization of RUSA and Star College grants.
3. Minor projects to students.
4. To congratulate cultural committee.

Agenda 1:

AQAR 2017-18 preparation and submission

- The meeting was mainly held to collect data from heads of various departments and In-charges of various co-curricular activities to prepare AQAR report for 2017-2018.
- Teaching staff was allocated duties for various criteria as given in AQAR format as the report is to be submitted in December 2018.

Agenda 2:

Utilization of RUSA and star college grants.

The college Director, Prof. Gurcharan Singh, asked the heads of the departments to utilize star grant and RUSA Grants for upgradation of their laboratories with all types of material required for coming semester practical examination and use RUSA Grant for other college requirements.

Members of student council will be fully involved in the seminar and duties will be assigned to them which they need to carry out with full responsibility.

Agenda 3:

Minor projects to students.

He directed all the departments to give minor project work based on lab work to students of all classes.

Agenda 4:

To congratulate cultural committee

The college Director congratulated the staff and the students for winning five prizes in Zonal youth and heritage festival held in October 2018.

Action Taken Report:

1. Mrs. Nidhi took the required data for AQAR from teachers.
2. The heads reported to the college director regarding utilization of received grants.


Director
S. Govt. College of Science
Education & Research, Jagraon


I.Q.A.C. Coordinator
S. Govt. College of Science
Education & Research, Jagraon

IQAC Meeting-3

A meeting of IQAC with all teaching staff was held in the college hall under the chairmanship of college director Sh. Gurcharan Singh on 06-11-2018.

Date:- 06/11/2018

Members Present:

- Prof Gurcharan Singh (College Director & Chairperson IQAC)
- Mrs. Savita Sharma (Coordinator IQAC)
- Mrs. Sumedha Syal (Member IQAC)
- Mr. Balwinder Singh (Member IQAC)
- Mr. Nirmal Singh (Member IQAC)
- Mrs. Nidhi (Member IQAC)
- Ms. Sarabjote Bedi (Member IQAC)
- Mrs. Sarbdeep Kaur Sidhu (Member IQAC)

The entire teaching staff present in the college was also present in the meeting.

AGENDA:

1. NAAC's revised guidelines and online AQAR submission.
2. NAAC accreditation validation.

Agenda 1:

NAAC's revised guidelines and online AQAR submission

- The meeting was held mainly to make the whole staff aware of new NAAC methodology as revised in the session 2017-18 by Mrs. Savita Sharma who participated in the workshop organized by NAAC at GNDU, Amritsar, on 12.10.2018. It was conveyed that from January 2019, all AQAR reports were to be submitted online- the staff was also apprised about the fee to be paid at various stages to NAAC.
- The SSR after submission will also be verified from external agencies, students and INFLIBNET also, 70% will be awarded out of quantitative metrics of SSR. Remaining 30% will be awarded qualitatively by the peer team on visit.
- The college director appealed to the whole staff to cooperate in the AQAR submission

Agenda 2:

NAAC accreditation validation

The next NAAC accreditation is due in 2022. So, all the staff members should gear up to fill the required data and keep the relevant documents ready.

The meeting came to an end at 11.30 am with a vote of thanks.

Action Taken Report:

1. Mrs. Savita Sharma ensured that the next NAAC accreditation process is according to the revised guidelines.
2. The heads of departments ensured that data is properly maintained for document validation.


I.Q.A.C. Coordinator
S. Govt. College of Science
Education & Research, Jagraon

IQAC Meeting-4

A meeting of IQAC with other associated teaching staff members and Alumni members was held in the office of the college director Sh. Gurcharan Singh on 23.01.2019.

Date:- 23/01/2019

Members Present:

- Prof Gurcharan Singh (College Director & Chairperson IQAC)
- Mrs. Savita Sharma (Coordinator IQAC)
- Mrs. Sumedha Syal (Member IQAC)
- Mr. Balwinder Singh (Member IQAC)
- Mr. Nirmal Singh (Member IQAC)
- Mrs. Nidhi (Member IQAC)
- Ms. Sarabjote Bedi (Member IQAC)
- Mrs. Sarbdeep Kaur Sidhu (Member IQAC)

The entire teaching staff present in the college was also present in the meeting along with the alumni members.

AGENDA:

1. To maintain data for upcoming NAAC
2. Science Fiesta.
3. To organize Educational tours and other co-curricular activities.
4. Participation in Seminars and conferences.

Agenda 1:

To maintain data for upcoming NAAC

All the conveners of the committee are directed to prepare the files related to various types of activities i.e. academic activities, results and that will help during NAAC.

Agenda 2:

Science Fiesta.

The director encouraged the staff to organize Science Fiesta in the month of February. He asked the staff members to organize intercollege and inter school essay writing, speech, poster presentation and rangoli making competitions and one workshop on the first day and Popular lecture series on "Communicating Science to All" on 2nd Day. The aim of these programs is to inculcate scientific aptitude among the young students.

Agenda 3:

To organize Educational tours and other co-curricular activities

Project reports were to be submitted to the departmental heads. College Director asked all the Heads of various Departments to purchase recurring items and organize educational tours and lectures before 30.03.2019. He also asked them to purchase equipment for laboratories from Star college Grant (Non- recurring) and RUSA Grant before 30-11-2019.

Agenda 4:

Participation in Seminars and conferences.

Teachers were encouraged to participate in conference/workshop and use modern techniques for teaching.

The meeting ended at 3.00 pm.

Action Taken Report:

1. Data should be saved carefully for NAAC
2. Mrs. Sumedha Syal made necessary arrangements to organize Science fiesta.
3. The heads of departments ensured the timely utilization of grants.

Gurcharan Singh

Director
S. Govt. College of Science
Education & Research, Jagraon

mdhu
I.Q.A.C. Coordinator
S. Govt. College of Science
Education & Research, Jagraon