

IQAC MEETING MAY 2014

This is for the information of all concerned that a meeting of IQAC will be scheduled on May 30, 2014 at 1:00P.M. in the Principal Office.

The agenda points for the meeting are as follows:

- Admission Strategies
- Academic Calendar
- Environment Day
- Inauguration of Clubs
- Independence Day
- Orientation Day
- Teachers Day
- Hindi Diwas
- Birthday of Shaheed S. Bhagat Singh
- Path Sri Sukhmani Sahib
- Talent Hunt
- Gandhi Jayanti
- Extension Lecture
- Survey
- Youth Festival
- Wall Magazine
- Diwali Celerbrations
- Martyrdom Day of Guru Teg Bahadur Ji
- One Day Picnic
- House Examinations
- Human Rights Day
- Alumni Meet

Sandeep Kaus Borki

IQAC Co-ordinator

PLAN OF ACTION OF MEETING HELD IN MAY 2014

The meeting was attended by Principal (Dr.) Gita Verma, Management members, S. Jasbir Singh Randhawa and S. Gurpreet Singh Cheema, S. Chanan Singh Saini, society members and staff representatives on May 30, 2014 to discuss different agendas in the meeting.

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- Alumni Meet

Principal Dr. Gita Verma gave a warm welcome to all members present in the meeting and acquainted them with the agendas under process.

Proceedings of Plan of Action and Action Taken:

- **Admission Strategies**
Help desk members were decided in the meeting.
Action Taken
Admission strategies were implemented and admission process accomplished.
- **Academic Calendar**
Academic Calendar was developed for timely accomplishment of academic tasks in the college throughout the year.
Action Taken
Academic calendar was finalized.

- **Environment Day**
World Environment day was planned by IQAC all activities as tree plantation etc. were planned by IQAC.
Action Taken
World Environment day was celebrated on June 5, 2014.
- **Inauguration of Clubs**
IQAC purposed Inauguration of Clubs. Staff was allotted duty for this programme.
Action Taken
Planning was done for the commencement of classes.
- **Independence Day**
Independence Day planning was done.
Action Taken
Independence Day was celebrated on August 14, 2014
- **Orientation Day**
IQAC purposed to conduct an orientation programme of B.Ed. session 2014-15 staff was allotted duty for this programme.
Action Taken
Planning was done for the commencement of classes.
- **Teachers Day**
Teachers' Day Celebrations was planned and activities were decided.
Action Taken
Teachers' Day Celebrations planning was done.
- **Hindi Diwas**
Hindi Diwas was planned
Action Taken
Hindi Diwas was conducted on September 12, 2014.
- **Birthday of Shaheed S. Bhagat Singh**
IQAC emphasized the importance of celebration of birthday of S. Bhagat Singh and allotted the duty to faculty to arrange the activity.
Action Taken
Birthday of Sardar Bhagat Singh was celebrated in the month of September 2014.
- **Path Sri Sukhmani Sahib**
Path Sri Sukhmani Sahib was planned to be organized.
Action Taken
Path Sri Sukhmani Sahib was conducted in the month of September 2014.
- **Talent Hunt**
Talent Hunt planning was done.
Action Taken
Talent Hunt was conducted.
- **Gandhi Jayanti**
The programme for celebration was chalked out.
Action Taken
Celebration of Gandhi Jayanti was done on October 1, 2014.

- **Extension Lecture**
 IQAC emphasized the need of conducting extension lectures in different subjects for different topics. Resource persons were decided topics were selected. Overall in charge was given duty to conduct the extension lecture activity.
Action Taken
 Extension Lecture was done on October 15, 2014.
- **Survey**
 IQAC decided one day survey in a village.
Action Taken
 One day survey was done in the month of October 18, 2014.
- **Youth Festival**
 Youth Festival preparation was planned and initiatives for Youth Festival achievement were decided.
Action Taken
 Youth Festival was conducted in the month of October-November, 2014.
- **Wall Magazine**
 To preserve the essential cultural values, a wall magazine and cultural heritage function was planned inter-house wise. Proper planning of structured programme was chalked out by IQAC.
Action Taken
 Wall Magazine was done in November 2014
- **Diwali Celebrations**
 Diwali to be celebrated especially Diya Making and Green Diwali.
Action Taken
 Diwali was celebrated in November 2014.
- **Martyrdom Day of Guru Teg Bahadur Ji**
 Program regarding Martyrdom day of Guru Teg Bahadur Ji was chalked out.
Action Taken
 Martyrdom day of Guru Teg Bahadur Ji was celebrated on November 24, 2014
- **One Day Picnic**
 IQAC allotted the duty to trip-in-charge for conducting one day picnic. Picnic spot along with transportation was decided.
Action Taken
 One day picnic was conducted in November, 2014.
- **House Examinations**
 House Examinations were planned by IQAC in terms of syllabus, printing of papers and other necessary arrangements.
Action Taken
 House Examination was conducted in the month of December 2014.
- **Human Rights Day**
 IQAC advocated conducting a social rally to aware the masses and human rights day to be observed.

Action Taken

Human Rights Day was observed on December 10, 2014.

- **Alumni Meet**

IQAC also planned to conduct an Alumni Meet. An alumni student to be informed culture activity was decided. Overall duty was assigned to alumni in charge.

Action Taken

Alumni meet was done in December, 2014.

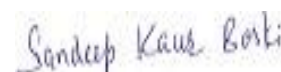
Suggestions by IQAC Members:

- Principal Dr. Gita Verma suggested the need for curricular and co-curricular activities for the all round development of students.

In the end, a formal vote of thanks was presented by IQAC coordinator with warm blessings and good health for all the members present in the meeting.

Guru Teg Bahadur Khalsa College of Education, Dasuya**IQAC Members (2014-15)**

S.No.	Name	Designation
1.	S. Jasbir Singh Randhawa	Chairman
2.	S. Gurpreet Singh Cheema	Manager
3.	S. Chanan Singh Saini	Secretary
4.	Dr. Rupinder Kaur Randhawa	Dean Administration and Student Welfare
5.	Ms. Sandeep Kaur Boski	Staff Representative
6.	Dr. Gurdeep Sharma	Society Member
7.	Dr. Kamlesh Sharma	Society Member

**Principal****IQAC Coordinator**

IQAC MEETING DECEMBER 2014

This is for the information of all concerned that a meeting of IQAC will be scheduled on December 18, 2014 at 1:00P.M. in the Principal Office.

The agenda points for the meeting are as follows:

- Lohri
- Republic Day
- Basant Panchami
- Punjabi Diwas
- International Womens' Day
- Holi
- Educational Trip
- House Examination & Final Examination
- Skill-in-Teaching Competition

Sandeep Kaus Borki

IQAC Co-ordinator

PLAN OF ACTION OF MEETING HELD IN DECEMBER 2014

The meeting was attended by Principal (Dr.) Gita Verma, Management members, S. Jasbir Singh Randhawa and S. Gurpreet Singh Cheema, S. Chanan Singh Saini, society members and staff representatives on December 18, 2014 to discuss different agendas in the meeting.

- Lohri
- Republic Day
- Basant Panchami
- Punjabi Diwas
- International Womens' Day
- Holi
- Educational Trip
- House Examination & Final Examination
- Skill-in-Teaching Competition

Principal Dr. Gita Verma gave a warm welcome to all members present in the meeting and acquainted them with the agendas under process.

Proceedings of Plan of Action and Action Taken:

- **Lohri**
Lohri celebration was framed.
Action Taken
Lohri celebration was done on January 13, 2015
- **Republic Day**
Republic day celebration was planned. Music instructor was allocated the duty.
Action Taken
Republic day celebration was done on January 25, 2015.
- **Basant Panchami**
IQAC allotted the duties to concern in charges for Basant Panchami celebration.
Action Taken
Basant celebration was done in the month of February 2015.
- **Punjabi Diwas**
IQAC advocated the importance of celebration of Punjabi Diwas and related activities were outlined.
Action Taken
Punjabi Diwas was observed in February 2015.
- **International Womens' Day**
IQAC advocated the importance of celebration of International Women Day and programme for its celebration was designed
Action Taken
International Women Day was observed on March 7, 2015.

- **Holi**
Activities for Holi celebration were planned
Action Taken
Holi celebration was done in March 2015.
- **Educational Trip**
Educational Trip was discussed and planned in terms of place of visit, refreshment and transportation.
Action Taken
Educational Trip was conducted smoothly in the month of March 2015.
- **House Examination & Final Examination**
Under the guidance of Principal and IQAC directions there was a meeting with the examination department of the institution in which schedule for house tests was discussed and planning regarding final examination was done.
Action Taken
House Examination and Final Examination were conducted smoothly.
- **Skill-in-Teaching Competition**
IQAC allotted the duty to Skill-in-Teaching in charges for selecting students for participation in Skill-in-Teaching cum model preparation competitions for Zone A to be held at other education colleges. Strategies were formed to get good achievements in these competitions.
Action Taken
Participation in Zonal and Inter-Zonal Skill-in-Teaching competition was done in the month of February 2015.

Suggestions by IQAC Members:

Principal Dr. Gita Verma suggested the need for curricular and co-curricular activities for the all round development of students.

In the end, a formal vote of thanks was presented by IQAC coordinator with warm blessings and good health for all the members present in the meeting.

Guru Teg Bahadur Khalsa College of Education, Dasuya

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C. P. Singh

Principal

Sandeep Kaur Boski

IQAC Coordinator