


**GURU TEG BAHADUR KHALSA COLLEGE OF EDUCATION,
DASUYA**

IQAC MEETINGS



Session 2021-22


Principal
G.T.B. Khalsa College of Education
Dasuya, Distt. Hoshiarpur 141228



Guru Teg Bahadur Khalsa College of Education

DASUYA -144 205 (Hoshiarpur)

(Affiliated to Panjab University Chandigarh)

Recognized by N.C.T.E. under 2 (F) and 12 (B) of U.G.C. Act (1956)

Accredited by NAAC Grade-B

Ref. No. G.T.B./2688/21

Dated 23/7/2021

Guru Teg Bahadur Khalsa College of Education, Dasuya

IQAC Members (2021-22)

S.No.	Name	Designation
1.	S. Jasbir Singh Randhawa	Chairman
2.	S. Gurpreet Singh Cheema	Manager
3.	S. Bhupinder Singh Randhawa	Secretary
4.	S. Ajmer Pal Singh Ghuman	Vice Chairman
5.	S. Deep Gagan Singh Gill	Deputy Manager
6.	S. Parshotam Singh Devidas	Joint Secretary
7.	Dr. Varinder Kaur	Principal (Chairperson)
8.	Dr. Rupinder Kaur Randhawa	Dean (Senior Administrative Officer)
9.	Ms. Sandeep Kaur Boski	Vice Principal
10.	S. Inderpreet Singh	Assistant Professor
11.	Ms. Gagandeep Kaur	IQAC Co-ordinator
12.	Mr. Pardeep Singh Sahota	Assistant Professor
13.	Mr. Manpreet Singh	Assistant Professor
14.	Mr. Tek Chand	Office Superintendent
15.	S. Jagdish Singh Soie	Local Representative
16.	Ms. Ankush Ms. Manisha Devi Ms. Bhavna	Semester III
17.	S. Gurpreet Singh Sahota	School Teacher (Alumni Member)
18.	S. Gurpreet Singh Ghuman	Industrialist
19.	Ms. Seema Devi	Ms. Ankush Parents

IQAC Coordinator

Principal
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IQAC MEETING JULY 2021

This is for the information of all concerned that a meeting of IQAC will be scheduled on July 23, 2021 at 2:00 P.M. in the Principal Office.

The agenda points for the meeting are as follows:

- Admission strategies for next session
- Academic Calendar
- Composition of committees
- Curriculum Planning and Remedial Classes
- Online classes during Covid-19 pandemic
- Feedback Performa –Revision and updation
- Green Audit to be conducted
- Discussion of NAAC SSR criterion wise
- Online Day Online Workshop
- Strategy for conducting School Internship Programme
- Skill-in –Teaching Final Examination Fourth semester
- House Examination and Final Examination Second Semester
- 72nd Celebration of Van Mahotsav Week
- Activities:
Teej celebration, Independence day, Krishan Janamashtami, Farewell Party, Teachers' Day, Alumni meet, Hindi Diwas, First Aid Day, Gandhi Jayanti, World's Animal Day, World Teachers' Day, Indian Air Force Day, World Mental Health Day, International Disaster Risk Reduction Day, Global Hand Washing Day, Dusshera Celebration, World Boss day, Students' day, Teaching Aid Preparation Competition, Birth Anniversary Bhagwan Valmiki, Food day, National Unity day, Community activity Khera Kotli


IQAC Co-ordinator


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Dasuya, Distt. Hoshiarpur 144205

PLAN OF ACTION OF MEETING HELD IN JULY 2021

The meeting was conducted under the able guidance of Chairperson Principal (Dr.) Varinder Kaur, Management Members S. Jasbir Singh Randhawa and S. Gurpreet Singh Cheema, S. Bhupinder Singh Randhawa and S. Ajmer Pal Singh Ghuman, S. Deep Gagan Singh Gill and S. Parshotam Singh Devidas, S. Jagdish Singh Soie S. Gurpreet Singh Ghuman and faculty members on July 23, 2021 to discuss different agendas in the meeting.

1. Admission strategies for next session
2. Academic Calendar
3. Composition of committees
4. Curriculum Planning and Remedial Classes
5. Online classes during Covid-19 pandemic
6. Feedback Performa –Revision and updation
7. Green Audit to be conducted
8. Discussion of NAAC SSR criterion wise
9. Online Day Online Workshop
10. Skill-in –Teaching Final Examination Fourth semester
11. House Examination and Final Examination Second Semester
12. Curricular and Co-Curricular Activities

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

Proceedings of Plan of Action:

S.No.	AGENDA	PLAN OF ACTION
1.	Admission strategies for next session	<ul style="list-style-type: none">• It was for the admission process to be accomplished successfully, pre-registration process to be started. A Help desk for admission, registration and form filling after the final permission from the university was set up.• Help desk members were decided in the meeting.• It was intimated that that the admission was conducted by Punjabi University Patiala through a centralized procedure for all educational colleges of Punjab affiliated to Guru Nanak Dev University Amritsar, Panjab University Chandigarh, Punjabi University Patiala and at the most admission process will be started in August-September 2021.
2.	Academic Calendar	<ul style="list-style-type: none">• For Admission Process, Prospectus is the major requirement. Keeping this point in view, the academic calendar was developed for timely accomplishment of academic tasks in the college throughout the year.

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3.	Composition of committees	<ul style="list-style-type: none"> For the smooth functioning of the institutional work, standing committee was formulated with the discussion of all the members in the meeting.
4.	Curriculum Planning and Remedial Classes	<ul style="list-style-type: none"> Curriculum Planning was done while keeping in mind all the Covid-19 restrictions, but the major concern was to consider the students' needs and requirements. B.Ed. course outcomes, Unit and content planning, Assignment planning, Sessional Work planning and test planning was ensured.
5.	Online classes during Covid-19 pandemic	<ul style="list-style-type: none"> Online classes during Covid-19 pandemic were designed and their time table was discussed. Orientation schedule was prepared and duties were allotted.
6.	Feedback Performa – Revision and Updation	<ul style="list-style-type: none"> Feedback Performa were revised and updated.
7.	Green Audit to be conducted	<ul style="list-style-type: none"> Environment Management policy was discussed with the IQAC members. Disaster Recovery Management was planned. Policies regarding reduction of carbon footprints were discussed.
8.	Discussion of NAAC SSR criterion wise	<ul style="list-style-type: none"> After introduction of Criteria 1&2, constituent group of related criteria described, discussed and listed the mandatory tasks. All members of constituent group must prepare and organize record.
9.	One Day Online Workshop	<ul style="list-style-type: none"> It was decided that One day Online Workshop will be done on "Organizing Research References and Citations with MENDELEY Software"
10.	Skill-in – Teaching Final Examination Fourth semester	<ul style="list-style-type: none"> It was decided that Final Skill-in-Teaching Practical of Sem IV students will be conducted on 20-21 August, 2021 in the college for which necessary arrangements are to be made by the Skill-in-Teaching Incharges.
11.	House Examination and Final Examination Second Sem.	<ul style="list-style-type: none"> New Examination Reform was introduced in offline mode in house examination. No invigilator was inside the examination room. He/She maintained eye check through CCTV or outside. Duties of Centre Superintendent and Nodal Officer were decided.
12.	Curricular and Co-curricular Activities	<ul style="list-style-type: none"> Teej celebration, Independence day, Krishan Janamashtami, Farewell Party, Teachers' Day, Alumni meet, Hindi Diwas, First Aid Day, Gandhi Jayanti, World's Animal Day, World Teachers' Day, Indian Air Force Day, World Mental Health Day, International Disaster Risk Reduction Day, Global Hand Washing Day, Dusshera Celebration, World Boss day, Students' day, Teaching Aid Preparation Competition, Birth Anniversary Bhagwan Valmiki, Food day, National Unity day, Community activity Khera Kotli were organized.

ACTION TAKEN:

1. Admission Planning was done.
2. Academic Calendar was modified according to the Panjab University, Chandigarh and was finalized.
3. Composition of committees was viewed.
4. Curriculum Planning was done and remedial classes were planned taking into consideration students' needs and requirements.
5. Classes were reviewed during the meeting through online mode.
6. Feedback Performa was revised and updated.
7. Green Audit was conducted by EHS Alliances Services on July 28, 2021.
8. Discussion of NAAC SSR criterion wise was done.
9. One Day Online Workshop was conducted on September 18, 2021 through online mode.
10. Skill-in-Teaching Final Examination Fourth semester was conducted on 20-21 August, 2021.
11. House Examination and Final Examination of second semester were conducted in the month August, 2021 and September, 2021 respectively.
12. Curricular and co-curricular activities were planned as per academic calendar in the months of August, September and October, 2021.

Suggestions by IQAC Members:

- S. Gurpreet Singh Cheema directed IQAC coordinator to plan the criterion wise requirements, discuss with Principal and conduct internal meetings at regular interval for discussing NAAC SSR criterion wise.
- Principal Dr. Varinder Kaur suggested the need for organizing workshop and extension lectures to meet the timely needs of faculty and 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.


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Guru Teg Bahadur Khalsa College of Education, Dasuya

IQAC Members (2021-22)

S.No.	Name	Designation	Signature
1.	S. Jasbir Singh Randhawa	Chairman	Jasbir Singh
2.	S. Gurpreet Singh Cheema	Manager	Gurpreet Singh
3.	S. Bhupinder Singh Randhawa	Secretary	Bhupinder Singh
4.	S. Ajmer Pal Singh Ghuman	Vice Chairman	Ajmer Pal Singh
5.	S. Deep Gagan Singh Gill	Deputy Manager	Deep Gagan Singh
6.	S. Parshotam Singh Devidas	Joint Secretary	Parshotam Singh
7.	Dr. Varinder Kaur	Principal (Chairperson)	Dr. Varinder Kaur
8.	Dr. Rupinder Kaur Randhawa	Dean (Senior Administrative Officer)	Dr. Rupinder Kaur
9.	Ms. Sandeep Kaur Boski	Vice Principal	Ms. Sandeep Kaur
10.	S. Inderpreet Singh	Assistant Professor	S. Inderpreet Singh
11.	Ms. Gagandeep Kaur	IQAC Co-ordinator	Ms. Gagandeep Kaur
12.	Mr. Pardeep Singh Sahota	Assistant Professor	Mr. Pardeep Singh
13.	Mr. Manpreet Singh	Assistant Professor	Mr. Manpreet Singh
14.	Mr. Tek Chand	Office Superintendent	Mr. Tek Chand
15.	S. Jagdish Singh Soie	Local Representative	S. Jagdish Singh
16.	Ms. Ankush Ms. Manisha Devi Ms. Bhavna	Semester III	Ankush Manisha Devi Bhavna
17.	S. Gurpreet Singh Sahota	School Teacher (Alumni Member)	S. Gurpreet Singh
18.	S. Gurpreet Singh Ghuman	Industrialist	S. Gurpreet Singh
19.	Ms. Seema Devi	Ms. Ankush Parents	Ms. Seema Devi


Principal


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IQAC Coordinator

IQAC MEETING OCTOBER 2021

This is in for the information of all concerned that a meeting of IQAC will be held on October 11, 2021 at 12:30 P.M. in the Principal Office.

The agenda points for the meeting are as follows:

- Admission duties for upcoming session
- Academic Inauguration of the session
- Youth Festival meeting with Dr. Nirmal Jaura
- Youth Festival Preparation
- Conduction of Youth Festival
- Allotment of duties of NAAC among faculty
- Model Making Competition Semester 3rd
- Solar panel to be installed in the campus
- Martyrdom Day of Guru Teg Bahadur Ji
- Commencement of USOL Batch
- Curricular and Co-curricular Activities

Talent Hunt, National Unity Day & Swachh Bharat Campaign, Diwali Celebration Magazine Releasing, Constitution Day, Youth Festival, Martyrdom Day of four Sahibzadas, Christmas and New Year Celebration, Fresher Party, International Disaster Risk Reduction Day, Teaching Aid Preparation Competition, Birth Anniversary Bhagwan Valmik, Inauguration Session, Lohri Celebration and Calendar Releasing, Republic Day Celebrations.


IQAC Co-ordinator


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G.T.B. Khalsa College of Education
Dasuya, Distt. Hoshiarpur 144205

PLAN OF ACTION OF MEETING HELD IN OCTOBER 2021

The meeting was conducted under the able guidance of Chairperson Principal (Dr.) Varinder Kaur, Management Members S. Jasbir Singh Randhawa and S. Gurpreet Singh Cheema, S. Bhupinder Singh Randhawa and S. Ajmer Pal Singh Ghuman, S. Deep Gagan Singh Gill and S. Parshotam Singh Devidas, S. Jagdish Singh Soie, S. Gurpreet Singh Ghuman and Faculty members on October 11, 2021 to discuss different agendas in the meeting.

- Admission duties for upcoming session
- Academic Inauguration of the session
- Youth Festival meeting with Dr. Nirmal Jaura
- Youth Festival Preparation
- Conduction of Youth Festival
- Allotment of duties of NAAC among faculty
- Model Making Competition Semester 3rd
- Solar panel to be installed in the campus
- Martyrdom Day of Guru Teg Bahadur Ji
- Commencement of USOL Batch
- Curricular and Co-curricular Activities

Vice-Principal Sandeep Kaur gave a warm welcome to all members present in the meeting and acquainted them with the agendas under process.

Proceedings of Plan of Action:

S.No.	AGENDA	PLAN OF ACTION
1.	Admission duties for upcoming session	<ul style="list-style-type: none">• For the successful accomplishment of admission process for the session 2021-23 different duties were assigned to the faculty under different parameters of admission as Prospectus, form filling, subject choices
2.	Academic Inauguration of the session	<ul style="list-style-type: none">• Academic Inauguration of the session with path Sri Sukhmani Sahib was planned.
3.	Youth Festival meeting with Dr. Nirmal Jaura	<ul style="list-style-type: none">• To conduct Youth Festival at our college a meeting with Dr. Nirmal Jaura and all the contingent in-charges of all education colleges of Zone-A was planned.• Overall In-charge Asst. Prof. Inderpreet Singh was assigned the duty to make a detailed planning of the meeting.
4.	Youth Festival Preparation	<ul style="list-style-type: none">• Youth Festival preparation was planned and initiatives for Youth Festival achievement were decided.
5.	Conduction of Youth Festival	<ul style="list-style-type: none">• Necessary arrangements for conducting Youth Festival were chalked out.
6.	Allotment of duties of NAAC among	<ul style="list-style-type: none">• Principal Madam in discussion with the IQAC coordinator and NAAC coordinator framed a duty chart for NAAC Inspection

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	faculty	<p>process.</p> <ul style="list-style-type: none"> Duties in regard to different criteria were allotted to the faculty.
7.	Model Making Competition Semester 3 rd	<ul style="list-style-type: none"> It was decided to conduct model making competition of semester 3rd in order to promote and develop essential healthy skills among the teaching interns and to prepare their minds for new innovations in their future moments.
8.	Solar panel to be installed in the campus	<ul style="list-style-type: none"> It was decided to install Solar Panel in the college so as to save power consumption in the college and to promote healthy natural environment in the college campus. Essential basic requirements for the installation process were taken into consideration.
9.	Martyrdom Day of Guru Teg Bahadur Ji	<ul style="list-style-type: none"> Program regarding Martyrdom day of Guru Teg Bahadur Ji was chalked out.
10.	Commencement of USOL Batch	<ul style="list-style-type: none"> A meeting was conducted in regard to organize balanced USOL classes. Proper time table and allotment of classes as per USOL department Chandigarh. Norms were discussed and framed.
11.	Curricular and Co-Curricular Activities	<ul style="list-style-type: none"> Activities were decided for different days to generate interest in CCA and enhance the social cum academic awareness among the students. Talent Hunt, National Unity Day & Swachh Bharat Campaign, Diwali Celebration Magazine Releasing, Constitution Day, Youth Festival, Martyrdom Day of four Sahibzadas, Christmas and New Year Celebration, Fresher Party, International Disaster Risk Reduction Day, Teaching Aid Preparation Competition, Birth Anniversary Bhagwan Valmik, Inauguration Session, Lohri Celebration and Calendar Releasing, Republic Day Celebrations.

ACTION TAKEN:

- Admission duties for upcoming session were done.
- Academic Inauguration of the session was done on December 24, 2021.
- Youth Festival Meeting with Dr. Nirmal Jaura was conducted on November 9, 2021.
- Youth Festival Preparation was done in the month of November-December, 2021.
- Youth Festival was hosted by our college on December 5-8, 2021.
- Duties of NAAC Criteria among faculty members were allotted.
- Model Making Competition of Semester 3rd was done.
- Solar panel to be installed in the campus.
- Martyrdom Day of Guru Teg Bahadur Ji was celebrated on November 24, 2021.
- Commencement of USOL Batch in the month of January.
- Curricular and Co-curricular Activities were planned as per academic calendar in the months of November, December and January.


 Principal
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Suggestions by IQAC Members:

- Principal Dr. Varinder Kaur focused on conducting Panjab University Zonal Youth and Heritage Festival smoothly and suggested to faculty members and students to work in collaboration as a single unit.

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.

IQAC


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Guru Teg Bahadur Khalsa College of Education, Dasuya

IQAC Members (2021-22)

S.No.	Name	Designation	Signature
1.	S. Jasbir Singh Randhawa	Chairman	
2.	S. Gurpreet Singh Cheema	Manager	
3.	S. Bhupinder Singh Randhawa	Secretary	Absent
4.	S. Ajmer Pal Singh Ghuman	Vice Chairman	
5.	S. Deep Gagan Singh Gill	Deputy Manager	
6.	S. Parshotam Singh Devidas	Joint Secretary	Absent
7.	Dr. Varinder Kaur	Principal (Chairperson)	
8.	Dr. Rupinder Kaur Randhawa	Dean (Senior Administrative Officer)	
9.	Ms. Sandeep Kaur Boski	Vice Principal	
10.	S. Inderpreet Singh	Assistant Professor	
11.	Ms. Gagandeep Kaur	IQAC Co-ordinator	
12.	Mr. Pardeep Singh Sahota	Assistant Professor	
13.	Mr. Manpreet Singh	Assistant Professor	
14.	Mr. Tek Chand	Office Superintendent	
15.	S. Jagdish Singh Soie	Local Representative	
16.	Ms. Ankush Ms. Manisha Devi Ms. Bhavna	Semester III	Ankush Manisha Devi Bhavna
17.	S. Gurpreet Singh Sahota	School Teacher (Alumni Member)	Absent
18.	S. Gurpreet Singh Ghuman	Industrialist	
19.	Ms. Seema Devi	Ms. Ankush Parents	

IQAC Coordinator

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IQAC MEETING JANUARY 2022

This is in for the information of all concerned that a meeting of IQAC will be held on January 10, 2022 at 1:00 P.M. in the Principal Office.

The agenda points for the meeting are as follows:

- Inlibnet Subscription
- Formation of Teams Criterion wise for SSR preparation
- House Examination and Final Examination to be conducted
- Filling up PAR details
- Filling up AISHE data
- Extension Lecture subject wise to be conducted.
- Renew Fire Safety Certificate
- Skill-in-Teaching Final Examination Semester 3rd to be conducted
- Commencement of Magazine, Campus Reporter and Prospectus related work.
- Filling up AQAR data year wise
- Activities

Lohri Celebration, Celebration of National Girl Child Day, Republic Day, Voters' Day, Basant Celebrations, International Women Day, Sports Day, Alumni Meet, National Science Day, Holi Celebration, Shaheed Diwas and Water Conservation Day, Educational & Recreational Trip, World Theatre Day


IQAC Co-ordinator


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PLAN OF ACTION OF MEETING HELD IN JANUARY 2022

The meeting was conducted under the able guidance of Chairperson Principal (Dr.) Varinder Kaur, Management Members S. Jasbir Singh Randhawa and S. Gurpreet Singh Cheema, S. Bhupinder Singh Randhawa and S. Ajmer Pal Singh Ghuman, S. Deep Gagan Singh Gill and S. Parshotam Singh Devidas, S. Jagdish Singh Soie, S. Gurpreet Singh Ghuman and Faculty Members on January 10, 2022 to discuss different agendas in the meeting.

- Inlibnet Subscription
- Formation of Teams Criterion wise for SSR preparation
- House Examination and Final Examination to be conducted
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- Renew Fire Safety Certificate
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- Activities

Lohri Celebration, Celebration of National Girl Child Day, Republic Day, Voters' Day, Basant Celebrations, International Women Day, Sports Day, Alumni Meet, National Science Day, Holi Celebration, Shaheed Diwas and Water Conservation Day, Educational & Recreational Trip, World Theatre Day


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

Proceedings of Plan of Action:

S.No	AGENDA	PLAN OF ACTION
1.	Inlibnet Subscription	<ul style="list-style-type: none">• With an aim to develop the library a major asset of the college, it was decided to have an inlibnet subscription in the library for enhancing the computer communication network for linking libraries and information centers in various educational institutions like universities, colleges etc.
2.	Formation of Teams Criterion wise for SSR preparation	<ul style="list-style-type: none">• It was decided in the meeting with IQAC to handle the SSR with a great concern.• Faculty was allotted different criteria's with proper discussion with IQAC on distinct issues mentioned in the criteria's.
3.	House Examination and Final Examination to be conducted	<ul style="list-style-type: none">• Under the guidance of Principal and IQAC directions there was a meeting with the examination department of the institution to manage the house as well as university exams with proper planning and accuracy.• Dates of house tests were decided. Duties of faculty were decided for smooth conduction of examination.

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4.	Filling up PAR details	<ul style="list-style-type: none"> Staff was allotted the duty to fill PAR data online under the defined time limit. Essential points for filling the online data were discussed with IQAC and deputed faculty.
5.	Filling up AISHE data	<ul style="list-style-type: none"> Staff was allotted the duty to fill AISHE data online under the defined time limit. Essential points for filling the online data were discussed with IQAC and deputed faculty.
6.	Extension Lecture subject wise to be conducted.	<ul style="list-style-type: none"> Under the direction of Principal and IQAC advocated the need of organizing extension lecture in different disciplines to generate interest of students in different innovative and informative topics. Dates of extension lecture were decided and resource persons were selected as per different disciplines
7.	Renew Fire Safety Certificate	<ul style="list-style-type: none"> It was proposed in the meeting to renew Fire Safety Certificate as per the need of the institution.
8.	Skill-in-Teaching Final Examination Semester 3 rd to be conducted	<ul style="list-style-type: none"> Keeping in view the final Skill-in-Teaching Practical of semester III, it was discussed in IQAC meeting that the mentors of students would assist them in selection of topics in different pedagogies. They would guide them in preparing improvised working/still teaching aids to get good marks in the practical exams. Duties of staff were discussed. External as well as internal examiners were finalized. Overall In-charge was directed to give the follow-up after entire planning of practical.
9.	Commencement of Magazine, Campus Reporter and Prospectus related work.	<ul style="list-style-type: none"> IQAC proposed to commence the formation of magazine, prospectus and campus reporter. Prospectus up gradation was discussed and duty was allotted to concerned faculty members. Editors of magazine were decided. Till now Campus Reporter is our Annual Report but we will be going to entitled the same as Annual Report. It was proposed to be modified further according to the need of AQAR.
10.	Filling up AQAR data	<ul style="list-style-type: none"> Staff was allotted the duty to fill AQAR data online under the defined time limit. Essential points for filling the online data were discussed with IQAC and deputed faculty.
11.	Curricular and Co-Curricular Activities	<ul style="list-style-type: none"> IQAC under the able guidance of Principal decided many activities Lohri Celebration, Celebration of National Girl Child Day, Republic Day, Voters' Day, Basant Celebrations, International Women Day, Sports Day, Alumni Meet, National Science Day, Holi Celebration, Shaheed Diwas and Water Conservation Day, Educational & Recreational Trip, World Theatre Day to be organized in the future. Duties were allotted. In-charge of activities was decided.


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ACTION TAKEN:

1. N-List Annual membership has taken for the period of April 2022 to March 2023 in the month of March.
2. In-charges appointed for Criterion wise SSR prepared and filled data online.
3. Duties for final examination were allocated by IQAC keeping in view the protocol of COVID-19
4. Deputed faculty filled PAR data online under given time line in the month of January, 2022.
5. AISHE data was filled by concerned faculty and AISHE certificate was uploaded on the college website.
6. Extension Lectures was conducted on January 25, 2022.
7. Fire Safety Certificate was renewed.
8. Skill-in-Teaching Practical was conducted in the month of January, 2022.
9. Magazine, Annual Report and Prospectus were reframed according to AQAR requirement by the appointed editors.
10. AQAR data for the sessions of 2016-17, 2017-18, 2018-19, 2019-20 and 2020-21 were submitted successfully on March 31, 2022.
11. Curricular and Co-Curricular Activities were organized in the months of January, February and March.

Suggestions by IQAC Members:

- S. Gurpreet Singh Cheema directed IQAC coordinator to plan and organize seminar, workshop and extension lectures to meet the timely needs of faculty and students.
- He further suggested planning wisely regarding AQAR and SSR.

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


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IQAC Members (2021-22)

S.No.	Name	Designation	Signature
1.	S. Jasbir Singh Randhawa	Chairman	Jasbir Singh
2.	S. Gurpreet Singh Cheema	Manager	Gurpreet Singh
3.	S. Bhupinder Singh Randhawa	Secretary	Bhupinder Singh
4.	S. Ajmer Pal Singh Ghuman	Vice Chairman	Absent
5.	S. Deep Gagan Singh Gill	Deputy Manager	Deep Gagan Singh Gill
6.	S. Parshotam Singh Devidas	Joint Secretary	Parshotam Singh Devidas
7.	Dr. Varinder Kaur	Principal (Chairperson)	Dr. Varinder Kaur
8.	Dr. Rupinder Kaur Randhawa	Dean (Senior Administrative Officer)	Dr. Rupinder Kaur Randhawa
9.	Ms. Sandeep Kaur Boski	Vice Principal	Sandeep Kaur Boski
10.	S. Inderpreet Singh	Assistant Professor	Inderpreet Singh
11.	Ms. Gagandeep Kaur	IQAC Co-ordinator	Gagandeep Kaur
12.	Mr. Pardeep Singh Sahota	Assistant Professor	Pardeep Singh Sahota
13.	Mr. Manpreet Singh	Assistant Professor	Manpreet Singh
14.	Mr. Tek Chand	Office Superintendent	Tek Chand
15.	S. Jagdish Singh Soie	Local Representative	Jagdish Singh Soie
16.	Ms. Ankush Ms. Manisha Devi Ms. Bhavna	Semester III	Ankush Manisha Devi Bhavna
17.	S. Gurpreet Singh Sahota	School Teacher (Alumni Member)	Gurpreet Singh Sahota
18.	S. Gurpreet Singh Ghuman	Industrialist	Absent
19.	Ms. Seema Devi	Ms. Ankush Parents	Seema Devi

Gagandeep Kaur
IQAC Coordinator


Dr. Varinder Kaur
Principal
Principal
G.T.B. Khalsa College of Education
Dasuya, Distt. Hoshiarpur 144205

IQAC MEETING APRIL 2022

This is in for the information of all concerned that a meeting of IQAC will be held on April 7, 2022 at 11:00 A.M. in the Principal Office.

The agenda points for the meeting are as follows:

- ERP
- AAA (Academic and Administrative Audit)
- E-Library (WONDERSLATE)
- Admission strategies for next session
- Final view of Prospectus, Campus Reporter and Magazine
- Renew of ZOOM platform
- Green Audit
- Installation of Solar Panel under process
- Extension Lectures
- Workshop on C.V. Writing
- House Examination and Final Examination
- Annual Prize Distribution
- Activities
Science Fair, Celebration of Baisakhi and Dr. B.R. Ambedkar Jayanti, World Heritage Day, World Earth and Food Day Celebration, English Literature Day, Parent-Teachers Meeting, World Environment Day, International Yoga Day


IQAC Co-ordinator


Principal
G.T.B. Khalsa College of Education
Desuya, Distt. Hoshiarpur 144205

PLAN OF ACTION OF MEETING HELD IN APRIL 2022

The meeting was conducted under the able guidance of Chairperson Principal (Dr.) Varinder Kaur. Management Members S. Jasbir Singh Randhawa and S. Gurpreet Singh Cheema, S. Bhupinder Singh Randhawa and S. Ajmer Pal Singh Ghuman, S. Deep Gagan Singh Gill and S. Parshotam Singh Devidas, S. Jagdish Singh Soie S. Gurpreet Singh Ghuman and Faculty members on April 7, 2022 to discuss different agendas in the meeting.

- ERP
- AAA (Academic and Administrative Audit)
- E-Library (WONDERSLATE)
- Admission strategies for next session
- Final view of Prospectus, Campus Reporter and Magazine
- Renew of ZOOM platform
- Green Audit
- Installation of Solar Panel under process
- Extension Lectures
- Workshop on C.V. Writing
- House Examination and Final Examination
- Annual Prize Distribution
- Activities

Science Fair, Celebration of Baisakhi and Dr. B.R. Ambedkar Jayanti, World Heritage Day, World Earth and Food Day Celebration, English Literature Day, Parent-Teachers Meeting, World Environment Day, International Yoga Day

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

Proceedings of Plan of Action:

S.No.	AGENDA	PLAN OF ACTION
1.	ERP	<ul style="list-style-type: none">• A meeting of IQAC held in which it was decided to manage day-to-day college activities as admission, time table, examination, accounts and administration, overall management of the institution through an ERP system.• Proper training of faculty in regards to enterprise resource planning was planned.
2.	AAA (Academic and Administrative Audit)	<ul style="list-style-type: none">• It was planned to conduct Academic and Administrative Audit for the session 2021-22.• AAA was conducted on the guidelines given by NAAC in the form of seven criteria.• AAA was adopted as innovative practice.

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3.	E-Library (Wonderslate)	<ul style="list-style-type: none"> IQAC proposed to renovate the library academically by introducing digital library in the form of Wonderslate - the next generation learning which offers smart e-books.
4.	Admission strategies for next session	<ul style="list-style-type: none"> It was for the admission process to be accomplished successfully, pre-registration process to be started. A Help desk for admission, registration and form filling after the final permission from the university was set up. Help desk members were decided in the meeting. It was intimated that that the admission was conducted by Guru Nanak Dev University Amritsar through a centralized procedure for all educational colleges of Punjab affiliated to Guru Nanak Dev University Amritsar, Panjab University Chandigarh, Punjabi University Patiala and at the most admission process will be started in the month of June-July, 2022.
5.	View of Prospectus, Campus Reporter and Magazine	<ul style="list-style-type: none"> Overall In-charges of Prospectus, Campus Reporter and Magazine were directed to check the all.
6.	Renew of ZOOM platform	<ul style="list-style-type: none"> IQAC demanded to renew ZOOM platform for different online webinars, meetings of university and many other programmes.
7.	Green Audit	<ul style="list-style-type: none"> IQAC emphasized upon Green Audit for the next session. In-charges Asst. Prof. Tajinder Kaur and Asst. Prof. Raj Kumar were allotted the overall work of Green Audit. Essential requirements were asked.
8.	Installation of Solar Panel under process	<ul style="list-style-type: none"> In the meeting discussion about solar panel was done.
9.	Extension Lectures	<p>In the IQAC meeting it was decided to:</p> <ul style="list-style-type: none"> Organize an extension lecture in pedagogy of commerce for students. Dr. Ramneek Kaur from G.T.B. Khalsa College for Women, Dasuya was invited as a resource person. Topic was decided. Guidance and Counseling Cell of the college was allotted the duty to organize an extension lecture on career opportunities. The officers from Hoshiarpur Employment Exchange were invited to give essential information about selection of career.
10.	Workshop on C.V. Writing	<ul style="list-style-type: none"> In the meeting, it was decided to give an exposure of C.V. writing to students under subject of communication, employability and resource development skill. IBT personnel were invited to organize the workshop on C.V. writing.


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11.	House Examination and Final Examination	<ul style="list-style-type: none"> • Duties of Centre Superintendent and Nodal Officer were decided. • Dates of house tests were decided. Duties of faculty were decided for smooth conduction of examination.
12.	Annual Prize Distribution	<ul style="list-style-type: none"> • It was discussed in the IQAC meeting to organize Annual Prize Distribution function to give positive reinforcement to the students. • Overall In-charges were decided. • Categories of Prize Distribution were decided. • Chief guests were decided • Other cultural activities were decided. • Refreshment was decided. • Staff duties were decided.
13.	Curricular and Co-Curricular Activities	<ul style="list-style-type: none"> • Activities Science Fair, Celebration of Baisakhi and Dr.B.R. Ambedkar Jayanti, World Heritage Day, World Earth and Food Day Celebration, English Literature Day, Parent-Teachers Meeting, World Environment Day, International Yoga Day were celebrated. • Duties were allotted. In-charge of activities was decided.

ACTION TAKEN:

1. Faculty members were given training with regard to ERP.
2. Academic and Administrative Audit was planned to be conducted.
3. Digital Library in the form of Wonder slate has been introduced to upgrade the library.
4. Admission Planning was done and strategies were implemented.
5. View of Prospectus, Campus Reporter and Magazine was done by concerned editors.
6. ZOOM platform was renewed.
7. Proposed date for conducting Green Audit was decided by concerned In-charges.
8. Installation of Solar Panel was under process.
9. Extension Lectures were organized in Pedagogy of Commerce, Guidance and Counseling and in the field of career opportunities in the month of May, 2022
10. Workshop on C.V. Writing was conducted on May 24, 2022.
11. House Examination and Final Examination were conducted smoothly.
12. Annual Prize Distribution function was conducted on April 20, 2022.
13. Curricular and Co-Curricular Activities were organized in the months of April, May and June, 2022.


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Suggestions by IQAC Members:

- Principal Dr. Varinder Kaur directed IQAC coordinator to plan the guidelines to conduct Academic and Administrative Audit for the session 2021-22 on the basis of framework given by NAAC in the form of seven criteria and introduced AAA as a innovative practice.

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.

IQAC


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Guru Teg Bahadur Khalsa College of Education, Dasuya

IQAC Members (2021-22)

S.No.	Name	Designation	Signature
1.	S. Jasbir Singh Randhawa	Chairman	Jasbir Sh
2.	S. Gurpreet Singh Cheema	Manager	Gurpreet
3.	S. Bhupinder Singh Randhawa	Secretary	Bhupinder
4.	S. Ajmer Pal Singh Ghuman	Vice Chairman	Absent
5.	S. Deep Gagan Singh Gill	Deputy Manager	Deep Gill
6.	S. Parshotam Singh Devidas	Joint Secretary	Parshotam
7.	Dr. Varinder Kaur	Principal (Chairperson)	Dr. Varinder Kaur
8.	Dr. Rupinder Kaur Randhawa	Dean (Senior Administrative Officer)	Dr. Rupinder Kaur
9.	Ms. Sandeep Kaur Boski	Vice Principal	Sandeep Kaur
10.	S. Inderpreet Singh	Assistant Professor	Inderpreet
11.	Ms. Gagandeep Kaur	IQAC Co-ordinator	Gagandeep
12.	Mr. Pardeep Singh Sahota	Assistant Professor	Pardeep
13.	Mr. Manpreet Singh	Assistant Professor	Manpreet
14.	Mr. Tek Chand	Office Superintendent	Tek Chand
15.	S. Jagdish Singh Soie	Local Representative	Jagdish
16.	Ms. Ankush Ms. Manisha Devi Ms. Bhavna	Semester III	Ankush Manisha Devi Bhavna
17.	S. Gurpreet Singh Sahota	School Teacher (Alumni Member)	Absent
18.	S. Gurpreet Singh Ghuman	Industrialist	Absent
19.	Ms. Seema Devi	Ms. Ankush Parents	Seema Devi

Gagandeep
IQAC Coordinator

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