

The Coordinator, IQAC, welcomed all IQAC members.

## **AGENDA POINTS AND RESOLUTIONS**

### **Criterion- I Curriculum Aspects**

#### **Agenda Point 1: -.**

- i To orient students and faculty about the virtual method of teaching.

#### **IQAC Resolved:**

In view of the current situation, it is anticipated that we will have to conduct online classes for 1st and 3<sup>rd</sup> semester for the time being. Therefore, it was suggested to plan for online classes as per the time table.

### **Criterion -II Teaching Learning & Evaluation**

**Agenda Point 2: -.** To organize Remedial Teaching after house test.

#### **IQAC Resolved:**

College should make necessary arrangements to organise Remedial Teaching after house test.

**Agenda Point 3: -.** To conduct Assignment presentations.

#### **IQAC Resolved:**

College should make necessary arrangements to conduct Assignment presentations

### **Criterion -III Research & Outreach Activities**

**Agenda Point 4:-To participate in Fit India Movement**

#### **IQAC Resolved:**

It was suggested to college to participate in activities of Fit India Movement to bring about behavioral changes and move towards a more physically active lifestyle.

**Agenda Point 5: -To attend lectures to be delivered by mentor institution for NAAC Accreditation**

#### **IQAC Resolved:**

It was suggested to all the staff members of criteria to attend lectures to be delivered by

mentor institution for NAAC Accreditation

**Agenda Point 6:** - To arrange extension lecture by eminent sports personality

**IQAC Resolved**

College should arrange extension lecture by eminent sports personality for students and staff

**Criterion -IV Infrastructure**

**Agenda Point 7:** To paint the library almirahs.

**IQAC Resolved:**

College should make necessary arrangements to paint the library almirah of the college.

**Agenda Point 8:** Renovation of committee room.

**IQAC Resolved:**

College should make necessary arrangements to renovate the Principal office and Residence

**Agenda Point 15:** -To have white wash in college.

**IQAC Resolved:**

Due to Pandemic, the students are not present in the campus so white wash must be done in the whole campus.

**Agenda Point 16:** - To have white wash in college.

**IQAC Resolved:**

College must purchase new furniture for Principal office and Committee room.

**Agenda Point 17:** - To purchase new furniture for Principal office and Committee room.

**IQAC Resolved:**

**Agenda Point 18:** -Marking and layout of Basketball, Badminton Courts and various poles in the campus.

### **Criterion -V Student Support & Progression**

- i. To conduct in-house seminars/workshop.
- ii. To Celebrate Independence Day and National Sports Day

**Agenda Point 9: - To conduct seminar on Stress Management before examinations.**

#### **IQAC Resolved**

It was suggested to examination committee to conduct seminar on Stress Management before examinations.

**Agenda Point 10: - To Celebrate No-Tobacco Day**

#### **IQAC Resolved-**

College should celebrate No-Tobacco Day to raise awareness on the harmful and deadly effects of tobacco use.

**Agenda Point 11: To Celebrate World environment Day**

#### **IQAC Resolved**

College should arrange activities to celebrate world environment day to make the environment clean

**Agenda Point 12: To celebrate International Yoga Day.**

#### **IQAC Resolved**

college should make necessary arrangements to celebrate International Yoga day

### **Criterion-VI Governance, Leadership and Management**

**Agenda Point 13:To hold in house seminars for faculty to orient them about NAAC**

## **Assessment Accreditation**

### **IQAC Resolved.**

It was suggested that college should organized in house seminar to orient the staff on NAAC Assessment and Accreditation process and parameters.

### **Agenda Point 14. To motivate faculty for participation in conference, seminars and workshops**

IQAC Resolved that faculty should be facilitated and motivated for professional growth.

### **Agenda Point 15. To advise faculty to write articles for publication**

### **IQAC Resolved**

It was suggested to all the staff members to write articles for publication for personal and college growth.

## **Criterion 7: Institutional values and Best Practices**

### **Agenda Point 16. To develop code of conduct in formal way for faculty and the students**

### **IQAC Resolved-**

The members of committee discussed the code of conduct being followed by the university and NAAC to have handbook on “Code of Conduct” which provides staff with clear standards and expectations of how to do their job.

### **Agenda Point 17.To prepare Waste Management Policy for the college.**

### **IQAC Resolved.**

College should prepare waste Management Policy for the college to follow Ecofriendly norms.

**Agenda Point 18.To uplift and maintain fauna and flora of the college.**

**IQAC Resolved**

It was suggested to eco club to uplift and maintain fauna and flora of the college.

**PROGRAM OF ACTION OF IQAC MEETING 2<sup>ND</sup> SEPTEMBER 2020**

<b>Sr. No.</b>	<b>Agenda/ Resolve</b>	<b>Teacher In-charge</b>
1	<b>Criterion1:</b> <ul style="list-style-type: none"><li>To orient students and faculty about the virtual method of teaching.</li></ul>	Major Dr. Satpal Kaur Prof. Kulvinder Singh Saini Prof. Neena Rani
2	<b>Criterion 2:</b> <ul style="list-style-type: none"><li>To organize Remedial Teaching after house test.</li><li>To conduct Assignment presentations.</li></ul>	Prof. Davinder Kaur
3	<b>Criterion 3:</b> <ul style="list-style-type: none"><li>To attend lectures to be delivered by mentor institution for NAAC Accreditation.</li><li>To arrange extension lecture by eminent sports personality.</li></ul>	Prof. Neena Prof. Sonia
4	<b>Criterion 4</b> <ul style="list-style-type: none"><li>To paint the library almirahs.</li><li>Renovation of Principal office and Residence</li><li>To have white wash in college.</li></ul>	Prof. Prminder Kumar S. Rajdavinder Singh

	<ul style="list-style-type: none"> <li>To purchase new furniture for Principal office and Committee room.</li> </ul>	
5	<p><b>Criterion 5</b></p> <ul style="list-style-type: none"> <li>i. To conduct in-house seminars/workshop.</li> <li>ii. To Celebrate Independence Day and National Sports Day</li> <li>iii. To conduct meeting of anti ragging committee</li> </ul>	<p>Prof. Parminder Kumar S. Rajdavinder Singh</p>
6	<p><b>Criterion 6:</b></p> <ul style="list-style-type: none"> <li>To hold in house seminars for faculty to orient them about NAAC Assessment Accreditation</li> <li>To motivate faculty for participation in conference, seminars and workshops.</li> <li>To advise faculty to write articles for publication.</li> </ul>	<p>Major Dr. Satpal Kaur Prof. Deepshikha Gauri</p>
7	<p><b>Criterion 7:</b></p> <ul style="list-style-type: none"> <li>To develop code of conduct in formal way for faculty and the students.</li> <li>To prepare Waste Management Policy for the college.</li> <li>To uplift and maintain fauna and flora of the college.</li> </ul>	<p>Prof. Kulvinder Singh Saini Prof. Gurinder Singh</p>

**Shaheed Kanshi Ram College of Physical Education, BhagooMajra, Kharar**

**ACTION TAKEN REPORT**

**of**

**Internal Quality Assurance Cell (IQAC) meeting held on 10<sup>th</sup> July, 2020**

**Criterion1: Curricular Aspect:**

**Agenda Point:**

- i. To orient students and faculty about the virtual method of teaching.

**Action taken:**

- i. **Virtual classes were conducted by all the faculty members.**

**Criterion 2 Teaching Learning & Evaluation**

**AgendaPoint:**

- **To organize online Remedial Teaching.**
- **To conduct internal and external examinations and evaluation.**

1. All the faculty of their own subject guided weak and high achievers on the social media and on zoom platform.
2. Online internal and external examinations were conducted
3. Evaluation of the answer sheets were also been conducted. The online evaluation system may be followed for continuous assessment also.

**Criterion-III Research and outreach Activities**

**AgendaPoint:**

- To participate in Fit India Movement
- To attend lectures to be delivered by mentor institution for NAAC Accreditation.
- To arrange extension lecture by eminent sports personality.

**Action taken**

4. College participated and organised FIT India Movement on ----- . On this day Yoga perform by all the teaching and non teaching staff of the college.

5. Mentor Institution G.H.G.Harparkash College of Education, Sidhwan Khurd organized lectures on different criterions on -----
6. College organized extension lectures on -----.  
-----was the resource person

#### **Criterion –IV Infrastructure & Learning Resources**

##### **AgendaPoint:**

- To paint the library almirahs.
- Renovation of Principal office and Residence.

##### **Action taken**

- Library almirahs were painted in the first week of September.
- Renovation of Principal office and Principal Residence was completed in the month of September.
- To have white wash in college.
- To purchase new furniture for Principal office and Committee room.

#### **Criterion V: Student Support & Progression**

##### **Agenda Point:**

- ii. To conduct in-house seminars/workshop.
- iii. To Celebrate Independence Day and National Sports Day
- iv. To conduct meeting of anti ragging committee

##### **Action taken**

- i. Pending due to lockdown period

#### **Criterion VI: Governance, Leadership and Management**

##### **Agenda Point:**

- To motivate faculty for participation in conference, seminars and workshops.



- To advise faculty to write articles for publication.

**Action taken**

- College Principal motivated faculty to participate in conference, seminar and workshop and teachers started participated and enroll themselves .
- Faculty is motivated by Principal and IQAC Coordinator to increase their publications.

**Criterion VII: Institutional value and Best Practices**

**Agenda Point:**

- To develop code of conduct in formal way for faculty and the students.
- To prepare Waste Management Policy for the college.
- To uplift and maintain fauna and flora of the college.

**Action taken**

- Code of conduct in a refined way for faculty and the students is under process.
- College Prepared Waste Management Policy in the month of September.
- Plantation was done in the month of August, 2020 in which new saplings were planted.