

## Office Principal N.J.S.A. Government College, Kapurthala

### Internal Quality Assurance Cell Meeting (06-08-2018)

A meeting of College Internal Quality Assurance Cell (IQAC) was held on September 06, 2018 under the chairmanship of Principal Dr. Vijay Kumar Singh in the Principal Office at 1.15 p.m.

The following members attended the meeting.

1. Dr. Tirath Ram Basra
2. Prof. Jatinder Kaur Dhir
3. Dr. Satvinder Kaur
4. Dr. Jasvinder Singh
5. Dr. Bikram Singh Virk
6. Prof. Sarbjit Singh
7. Dr. Chander Kanta
8. Prof. Prabhjot Singh
9. Sh. Gurmukh Singh Dhode ( External member)
10. S. Rattan Singh ( External Member)
11. Miss. Shivani Passi (Student Representative)
12. Mr. Sarbjot Singh (Student Representative)

**Agenda :** Agenda of the meeting was to discuss the Plan of Action for the year 2018-19

#### **Proceedings of the meeting:**

Proceedings of the meeting were as follows:

1. The names of the following two students were suggested and duly approved as Student members of IQAC for the year 2018-19.

2. Principal Dr. V.K. Singh explained in detail the Plan of Action for the year 2018-19. He felt satisfaction with the successful conduct of inaugural session for new students in the college to acquaint the students about various activities in the college.
3. For quality education and better discipline, Jubilee Hall of the college will be new common room for the girl students.
4. Principal Sir said that for up-to-date knowledge of the students, seminars, workshops and extension lectures will be arranged for students. Similarly, teachers will motivated to participate in seminars with their research papers.
5. Dr. V.K. Singh explained in detail about the proposal to conduct Mid Semester Examination(MST), participation in University Youth Festival, use of modern technology for teaching, extra co-curricular activities(NCC, NS, Blood Donation, Swachh Bharat Programmes, Legal Literacy, Drug De-addiction, DAPO, SWEEP programmes).
6. An 'Honesty Shop' was proposed to be opened in the college. Under Honesty Shop, required stationery items will be put at a particular place with their price tag. Students can take any item form this shop by putting their money (price of the item) in a box kept at that place. The purpose of this programme is to inculcate honesty habits among the students.
7. It was suggested and unanimously approved to conduct mid semester examination in the month of September, 2018.
8. It was suggested and approved to arrange remedial classes for low learners especially from socially and economically weaker sections of the society.
9. Principal Sir suggested for strengthening the Subject/Department Association/ Societies for the overall development of the students and was unanimously approved.
10. Prof. Sukhpal Singh said that the College Magazine 'RANDHIR' is ready and it was suggested and approved in inaugurate the magazine in a function.

11. S. Rattan Singh, member Alumni representative, expressed concern about the use of mobile phone by students and Principal Sir explained that mobile use is allowed only in limited areas and not in academic areas of the college.
12. S. Rattan Singh and Mr. Gurmukh Singh Dhode raised the matter of active role of 'Old Students Association (OSA) of the college and suggested to arrange 'Alumni Meet' in the near future. The suggestion was unanimously approved.
13. It was suggested and unanimously approved to have a feedback response from students, parents and other stakeholders to ensure quality education to students.
14. Principal Sir explained the ongoing project of Re-electrification of 'U' Block of the college under infrastructure grant component of RUSA Plan.
15. Student member, Miss Shivani Passi suggested some ways for proper use of Library Reading Room.
16. Principal Sir advised student members to get feedback from students and pass on the information to the teachers for the betterment of the college.
17. It was proposed for 'Career Counselling and Guidance Cell' of the college to arrange special career counselling lectures with the help of District Employment Bureau as well as other experts. The proposal was unanimously approved for the betterment of students.
18. Principal Sir sought the cooperation from all the stakeholders for quality education to the students and thanked all the members of IQAC.
19. All the proposal of 'Plan of Action' were unanimously approved by the members.

*Y. Basra*  
*6/8/18*  
**(T. R. BASRA)**  
Coordinator – IQAC

*H. D. D. 6.8.18.*  
**Principal**  
**N.J.S.A. Govt. College**  
**Kapurthala**  
Principal

## **Office Principal N.J.S.A. Government College, Kapurthala**

### **Internal Quality Assurance Cell Meeting (27-03-2019)**

A meeting of College Internal Quality Assurance Cell (IQAC) was held on March 27, 2019 under the chairmanship of Principal Dr. Vijay Kumar Singh in the Principal Office at 1.40 p.m.

The following members attended the meeting.

1. Dr. Tirath Ram Basra
2. Prof. Jatinder Kaur Dhir
3. Dr. Satvinder Kaur
4. Dr. Jasvinder Singh
5. Prof. Sarbjit Singh
6. Dr. Chander Kanta
7. Prof. Prabhjot Singh
8. Dr. Sukhpal Singh
9. Sh. Gurmukh Singh Dhode ( External member)
10. Miss. Shivani Passi (Student Representative)
11. Mr. Sarbjot Singh (Student Representative)

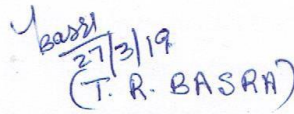
**Agenda :** Agenda of the meeting was to discuss the work done in the college as per Plan of Action.


#### **Proceedings of the meeting:**

Proceedings of the meeting were as follows:

1. Principal Dr. Vijay Kumar Singh explained in detail the work done in the college as per Plan of Action adopted by the college IQAC in the start of the session 2018-19.
2. Principal Sir explained that Girls' common room was well maintained by providing additional infrastructure and a lady attendant. The girl students were encouraged to spend their free period in the common room and the experiment was successful.
3. Financial help was provided to 29 needy students from college Red Cross fund.
4. Teaching staff is fully utilizing the modern technology (Smart Classrooms, Projectors, Computers) in their teaching work.
5. Blood donation Camp was organised in the college where 30 units of Blood was collected.
6. Students of the college actively participated in the University Zonal Festival and Inter-Zonal Youth Festival and other Inter-college Cultural Competitions and won a number of prizes.

7. Mid Semester Test was successfully conducted in the month of October/November, 2018.
8. Teaching staff is regularly attending seminars/conferences/workshops in other colleges and are presenting their research papers. Faculty members were also invited as Resource persons in various national seminars.
9. A number of departments organised extension lectures for students by learned persons (University Teachers). Departments specially mentioned in this respect are History, Mathematics, Economics, Home Science and Punjabi.
10. Annual Prize Distribution function, Convocation and Annual Sports Meet were successfully organised during the session. Principal Sir appreciated the work done by staff for these functions.
11. Subject Societies of various departments remained active during the session and organised various departmental functions to upgrade the knowledge of the students (Punjabi, Economics, History, Sciences, and Home Science).
12. Principal Sir Dr. V.K. Singh appreciated the Honesty of the students shown in the operation of 'Honesty Shop' in the college library.
13. Lesson Plan Distribution of syllabus was prepared by every teacher in the beginning of the semester and arranged their teaching schedule accordingly.
14. A number of education tours were arranged for the students by various departments. Students visited *Jang-e- Azadi* at Kartarpur, Science City Kapurthala during the session.
15. District Administration/ Govt. of Punjab sponsored schemes like De-addiction Programme, DAPO, SWEEP, Legal Literacy were successfully organised and implemented during the session.
16. NSS, NCC units of the college remained active during the session. A seven day NSS Camp was very successfully. NCC students actively participated in Republic Day Parade and Independence Parade at district level.
17. Process of feedback forms for evaluation of teachers by the students will be completed at the end of the semester (last week of April, 2019).
18. Meeting ended with a vote of thanks to members by Principal Dr. V.K.Singh.

  
 27/3/19  
 (T. R. BASRA)  
 Coordinator – IQAC

  
 Principal  
 N.J.S.A. Govt. College  
 Kapurthala  
 Principal

## Office Principal N.J.S.A. Government College, Kapurthala

### Internal Quality Assurance Cell Meeting (29-05-2019)

A meeting of College Internal Quality Assurance Cell (IQAC) was held on **May 29, 2019** under the chairmanship of Principal Dr. Vijay Kumar Singh in the Principal Office at 1.00 a.m..

The following members attended the meeting.

1. Dr. Tirath Ram Basra
2. Prof. Jatinder Kaur Dhir
3. Dr. Satvinder Kaur
4. Dr. Jasvinder Singh
5. Prof. Sarbjit Singh
6. Dr. Chander Kanta
7. Prof. Prabhjot Singh
8. Sh. Gurmukh Singh Dhode ( External member)
9. Miss. Shivani Passi (Student Representative)
10. Mr. Sarbjot Singh (Student Representative)
11. Mr. Satish Behl ( Administrative Staff)

**Agenda :** Agenda of the meeting was to seek suggestions form the members for preparing Plan of Action' for the next academic session 2019-20.

#### **Proceedings of the meeting:**


IQAC members in the meeting discussed the following points and also agreed upon these points.

1. Principal Dr. V. K. Singh explained the agenda of the meeting to the members of college IQAC.
2. Principal Dr. V.K. Singh said that the 'Plan of Action' adopted by the college IQAC for the session 2018-19 has been fully executed during the session.

3. The members felt satisfaction over the work done in the college during the academic session 2018-19.
4. Suggestions were invited from the members as addition to the previous plan of action. The plan of action for the coming academic session 2019-20 will be framed accordingly.
5. Mr. Gurmukh Singh raised the issue of providing transport facility to the needy students, who are coming from far flung areas.
6. Mr. Sarbjot Singh (Student member) was of the opinion that remedial classes especially in the subject of English should be arranged for academically weak students to raise the pass percentage of the college.
7. Members also suggested that the college students should be divided into four houses with their House In-charge (Team of teachers) in the beginning of the session. Inter-house competitions should be encouraged in the areas of sports, quiz competition, cultural activities, group discussions and academic activities etc. to improve the overall personality of the students.
8. Dr. Chander Kanta was of the view that fund allocation should be raised for cultural activities in the college.
9. Prof. Prabhjot Singh and Dr. Jasvinder Singh stressed the need for additional washroom facilities for boys.
10. Principal Sir said that more stress will be given for providing additional facilities to the students in the coming academic session to improve overall personality of students.
11. Punjab Govt./ District Administration sponsored schemes will be fully implemented in the college.
12. The 'Plan of Action for the academic session 2019-20 will be prepared well in advance for smooth beginning of the session.
13. Meeting ended with a vote of thanks to members by Principal Dr. V.K. Singh.

Y. Bassi  
29/5/19

Coordinator - IQAC

  
29.5.19.  
Principal  
N.J.S.A. Govt. College  
Kapurthala

Principal