DATE:.....

EVERGREEN

IQAC meeting was held on 12th January, 2024 under the chairmanship of Dr. Dharminder Singh Ubha to discuss and plan the activities, programmes, functions and other developmental issues of the college. The following members participated in the meeting:

1. Dr. Dharminder Singh Ubha
2. Dr. Kamal Kinger
3. Dr. Jasleen Kaur
4. Dr. Harminder Kaur
5. Dr. Raminderjit Singh
6. Dr. Gursharan Singh Gill
7. Dr. Nipunjot Kaur
8. Prof. Namrata Singla
9. Dr. Rouble Brar
10. Prof. Jatinder Kaur
11. Prof. Inderbir Kaur
12. Dr. Jagjit Singh
13. Prof. Gurpal Singh

NO:.....

IQAC MEETING

Date: January 12, 2024
Time: 03:30 pm

<table>
<tr><th>AGENDA</th><th>PROCEEDINGS</th></tr>
<tr><td>1. To bring on record the decisions taken by IQAC on the basis of the meeting held under the chairmanship of the Principal.</td><td>1. The decisions taken by IQAC meeting held on January 20, 2023 under the Chairmanship of the College Principal were brought on record in the meeting. The members present unanimously approved all the decisions taken in the meeting.</td></tr>
<tr><td>2. To engage students in extracurricular activities organized by NSS, other societies and teaching departments.</td><td>2. Approved</td></tr>
<tr><td>3. To prepare for National Education Policy</td><td>3. Approved</td></tr>
<tr><td>4. To prepare for new session and to prepare prospectus, advertisement and admission schedules.</td><td>4. Approved</td></tr>
<tr><td>5. Revision of Fees.</td><td>5. It was suggested that hike in revision should be as per norms.</td></tr>
<tr><td>6. To start new courses.</td><td>6. It was recommended that the college should introduce more skill-based diploma and certificate courses from session 2024-25.</td></tr>
<tr><td>7. To restructure the intake of various UG and PG courses for 2024-25.</td><td>7. Approved</td></tr>
<tr><td>8. To plan the activities according to the Academic Calendar for the session 2024-25.</td><td>8. It was decided to hold the various activities/functions as
<table>
<tr><td>1.</td><td>Old Student Association</td><td>1st week of February, 2024</td></tr>
<tr><td>2.</td><td>Annual Prize Distribution</td><td>2nd week of April, 2024</td></tr>
<tr><td>3.</td><td>Academia-Industry Meet</td><td>2nd week of February, 2024</td></tr>
<tr><td>4.</td><td>Spring Spree Fest</td><td>3rd week of March, 2024</td></tr>
<tr><td>5.</td><td>Convocation</td><td>4th week of March, 2024</td></tr>
<tr><td>6.</td><td>PTA Meet</td><td>4th week of February, 2024</td></tr>
<tr><td>7.</td><td>Sports Day</td><td>4th week of March, 2024</td></tr>
<tr><td>8.</td><td>Job Fest</td><td>1st week of April, 2024</td></tr>
</table></td></tr>
<tr><td>9. To organise one day seminar by IQAC on Intellectual Property Rights.</td><td>9. It was approved to organise one day seminar on Intellectual Property Rights.</td></tr>
<tr><td>10. To organise Faculty Development programme and Staff Training programme.</td><td>10. It was recommended that Faculty Development programme and Staff Training programme should be organised.</td></tr>
<tr><td>11. To take feedback from all stakeholders: students, teachers, parents, management and society.</td><td>11. Approved</td></tr>
<tr><td>12. To hold conferences, workshops, webinars, seminars and other activities for session 2024-25.</td><td>12. Approved</td></tr>
<tr><td>13. To allot Minor Research Projects to Teaching Faculty as approved by Dean, Research</td><td>13. It was recommended that the Minor Research Projects should be allotted to Teaching Faculty after approval from Dean, Research.</td></tr>
<tr><td>14. To start holding UG and PG Board of Studies of various Departments for session 2024-25 & 2025-26</td><td>14. Approved</td></tr>
</table>

15. To renovate various buildings and departments as per the requirement.	15. Approved
16. To send AISHE and AQAR Reports on time.	16. Approved
17. To conduct annual academic audit, annual administrative audit, energy audit, environment audit and green audit.	17. Approved
18. To schedule Internal and external exam dates for session 2024-25.	18. Approved
19. To seek approval from AICTE for BBA and BCA courses.	19. Approved

ACTION TAKEN REPORT ON (MAY 03, 2024) THE MEETING OF JANUARY 12, 2024

1. All the decisions taken by IQAC meeting held on January 12, 2024 under the Chairmanship of the College Principal were approved.
2. The details of extracurricular activities organized by NSS other societies and teaching departments of the college:

Date	Department/ Committee/Cell	Extracurricular Activities
13-9-2023	Department of Hindi	Poetry Recitation Competition
27-10-2023	Divinity Club, School of Commerce and Management	Kirat Karo, Naam Japo, Vand Chhako, Community Service Activity
19-12-2023	Divinity Club, School of Commerce and Management	The Warmth Campaign
15-1-2024	Computonics Club PG Department of Computer Science	Old Age Home Visit
18-1-2024	Nanhi Chhan Cell	Save and Educate Girls
23-1-2024	Nanhi Chhan Cell and Student Welfare Committee Girls	Poster Making Competition 'Beti Bachao, Beti Padhao'
24-1-2024	Nanhi Chhan Cell	Women Empowerment
25-1-2024	PG Department of Political Science	National Voters Day
31-1-2024	PG Department of History	Book and Literature Festival 2024
07-02-2024	NSS	Mental Health Awareness Programme
20-2-2024	PG Department of Punjabi	International Mother Language Day
20-2-2024	Department of Social Sciences	UN National Justice Day
21-2-2024	PG Department of Agriculture	Visit to Science Festival, Punjabi University, Patiala
23-02-2024	NSS	Participation in 8th Youth Convention organized by Punjabi University, Patiala
23-2-2024	Divinity Club, School of Commerce and Management	Peace and Understanding Day
24-02-2024 to 01-03-2024	NSS	Seven-Day NSS Camp
13-03-2024	NSS	Awareness Campaign on Negative Effects of Single Use Plastic
19-3-2024	PG Department of Music (Vocal)	Rising Star of Khalsa College : A Musical Competition
20-3-2024	Department of Social Sciences	Debate on Status of Women
21-3-2024	PG Department of Punjabi	World Poetry Day
22-3-2024	PG Department of Agriculture	Visit to Krishi Vigyan Kender, Rauni
23-3-2024	Department of Theatre Studies	Bhagat Singh Martyrdom Day

24-3-2024	Department of Religious Studies	Cultivating Spiritual awareness and sensitivity through a visit to Paonta Sahib
29 -3-2024 to 30-3-2024	Department of Psychology	Cultivating Spiritual awareness and sensitivity through a visit to Mani Karan Sahib
16-4-2024	Department of Social Sciences	Quiz Competition
29-4-2024	Department of Physical Education & Sports	National Sports Day
30-4-2024	Department of Social Sciences	International Anti-Nuclear Testing Day

3. College is planning and preparing for implementation of new education policy.
4. Committees have been formed for preparing prospectus, advertisement and admission schedules. The work is going on at a proper pace.
5. Revision of fees to be done with an increase of 6.50% in all programs.
6. Two Diploma Courses: PG Diploma in Artificial Intelligence and Data Science and Diploma in Electronics Physics and two Certificate Courses: Mental Mathematics and Digital Marketing will be introduced in the session 2024-25.
7. The planning for restructuring of the intake of various UG and PG courses for 2024-25 is in process.
8. Details of activities as per academic calendar are as follows:

Annual Activities	**Date**
Environment Day Celebration	05-06-2023
Founder's Day	18-07-2023
Diwali Celebration	07-11-2023
Academia-Industry Meet	08-02-2024
Science Fest	28-02-2024
Seven-Day 17th Annual English Literature Fest	21-02-2024 to 29-02-2024
Khalsai Utsav	28-02-2024 to 1-03-2024
International Women Day	27-2-2024 and 07-3-2024
Job Fest	18-3-2024
Spring Spree : Business Fest	22-03-2024
Two PTA Meets	08-11-2023 and 05-04-2024

9. Dr. Pradeep Kumar Srivastava, Associate Professor of PG Department of Agriculture, got certificate of registration of design from The Patent Office, Govt of India.
10. Faculty Development Programme titled " Building Cultural Awareness and Sensitivity" was organized from 22-04-2024 to 30-04-2024 and Staff Training Programme titled " Effective Use of ICT in Office Management" was organized from 22-04-2024 to 30-04-2024.

11. Feedback from all stakeholders: students, teachers, parents, employers, and alumni was taken.

12. The details of the Workshops, Seminars and other activities at college, department level:

Name of the Workshop/ Seminar/Other activities	Date (From - To)	Department
One-Day Seminar on Career Guidance cum motivational seminar	25th January 2024	School of Commerce and Management
One-Day Workshop on Capacity Enhancement through Speaking skills	29th January 2024	PG Department of English and Foreign Languages
Two-Week workshop on Skill Development	31st January 2024 to 20th February 2024	PG Department of English and Foreign Languages
One-Day Workshop on Honey and Oil Processing	2th February 2024	B.Voc. Food Processing and Engineering
One-Day Workshop on Sensory Evaluation of Honey and Edible Oil	2th February 2024	Department of Biotechnology
Capacity Building Training Workshop on Energy Conservation and Energy Efficiency	6th February 2024	Dr Ganda Singh Career Guidance, Counselling and Placement Centre
One-Day International Workshop on Emerging Opportunities in Commerce and Management	8th February 2024	School of Commerce and Management
Two-Day Workshop on Gurmukhi Writing	8th February 2024 to 9th February 2024	Department of Fine Arts and Kirat Club
Two-Day Workshop on Makeup	19th February 2024 to 20th February 2024	Department of Theatre Studies
Two-Day Workshop on Python Programming	22nd February 2024 to 23rd February 2024	PG Department of Computer Science
One-Day Workshop on Molecular and Plant Tissue Culture	27th February 2024	Department of Biotechnology
One-Day Workshop on Vermicompost	28th February 2024	PG Department of Agriculture
Industry-Oriented Skill Training on Frozen Foods and Food Packaging	20th March 2024	B.Voc. Food Processing and Engineering
One-Day Workshop on Artistry	22nd March 2024	School of Commerce and Management, Nanhi Chhaan Cell and Student Welfare Committee Girls
One Day Seminar on Start-ups: Shaping Future and Workshop on Traditional Embroideries and Free Hand Printing	5th April 2024	PG Department of Fashion Designing and Home Science

Annual Exhibition - Cum-Sale: 'Hastkari'	5th April 2024	PG Department of Fashion Designing and Home Science
Spring Spree- Business Fest	8th April 2024	School of Commerce and Management
Six- Day Capacity Building Training Programme on Communication and Change Management	10th April 2024 to 15th April 2024	School of Commerce and Management
Annual Exhibition –Cum-Sale 'Dastak-24'	19th April 2024	Department of Fine Arts

13. Funding for Minor research projects was not released due to administrative reasons.
14. Board of studies of third year UG and second year PG classes were conducted April, 2024 onwards.
15. Regular repair and renovation work were done as per requirement.
16. The AISHE report (2022-23) was submitted on 11-03-2024; AQAR (2022-23) was submitted on 26-04-2024 and NIRF (2022-23) was submitted on 10-01-2024.
17. Administrative and Academic Audit was conducted on 18-03-2024 and19-03-2024, Second Surveillance of Audit Quality Management System ISO 9001:2015 and Second Surveillance of Audit Management System for Educational Organisation ISO 21001:2018 certification was continued.
18. The academic schedule has been drafted for internal and external Examination for session 2024-25.
19. The College has applied for AICTE approval for BBA and BCA programmes.

DATE:.....

EVERGREEN

IQAC meeting was held on 9th May, 2024 under the Chairmanship of Dr. Dharminder Singh Ubha to discuss and prepare the plan of implementation of NEP in the UG Curriculum in the session 2024-25. The following members participated in the meeting:

1. Dr. Dharminder Singh Ubha
2. Dr. Kamal Kinger
3. Dr. Jasleen Kaur
4. Dr. Harminder Kaur
5. Dr. Raminderjit Singh
6. Dr. Gursharan Singh Gill
7. Dr. Nipunjot Kaur
8. Prof. Namrata Singla
9. Dr. Rouble Brar
10. Prof. Inderbir Kaur
11. Dr. Jagjit Singh
12. Prof. Gurpal Singh

NO:.....

IQAC Meeting
May 09,2024

A meeting of the College Principal, Deputy Principal, Coordinator IQAC, Controller Examination and Members of IQAC after consultation with all Head of the Departments was held on May 09, 2024 to plan, prepare and implement NEP in the UG Curriculum in the session 2024-2025.

AGENDA	PROCEEDINGS
1. To bring on record the decisions taken by IQAC on the basis of the meeting held on January 12, 2024 under the chairmanship of the Principal.	1. The decisions taken by IQAC meeting held on January 12,2024 under the Chairmanship of the College Principal were brought on record in the meeting. The members present unanimously approved all the decisions taken in the meeting.
2. To introduce NEP in all first year UG Programs except Bachelor of Vocational Courses and B.Sc. Agriculture.	2. Approved.
3. To plan and implement new framework for Curriculum Design and Revision according to NEP.	3. Approved.
4. To assess the availability of physical and digital infrastructure for the students under NEP.	4. Approved
5. To discuss reforms in examination patterns and evaluation criteria.	5. Approved
6. To form counselling committee to guide the students about the New Education Policy.	6 Approved.

ACTION TAKEN REPORT ON (AUGUST 09, 2024) THE MEETING OF MAY 09, 2024

1. All the decisions taken by IQAC meeting held on May 09, 2024 under the Chairmanship of the College Principal were approved.
2. New education policy has been successfully implemented in all first year UG Programs except Bachelor of Vocational Courses and B.Sc. Agriculture.
3. New framework for Curriculum Design and required revision has been done according to NEP.
4. A committee was formed to assess the availability of physical and digital infrastructure for the students under NEP. The committee found that the college has adequate physical and digital infrastructure to impart education as per NEP.
5. Following reforms were undertaken in examination patterns and evaluation criteria:
   i. Subjects in syllabus of multi-disciplinary courses and single major course will be categorised as Major subject, Minor subject, IDC/MDC, SEC, AEC and VAC etc.
   ii. The examination duration of all 2 credit papers will be of 1.30 hrs and the paper with more than 2 credits will be of 3 hrs.
   iii. All skill enhancement courses will be internally evaluated as workshops.
   iv. DMC will clearly show the subject category as Major, Minor, IDC/MDC, SEC, AEC and VAC disciplines.
   v. VAC courses will be of 2 credits each. In Sem-I VAC will be Environment & Road Safety Awareness and in Sem-II VAC will be Drug Abuse.

6. A counselling committee guided 3497 students about various programmes under the New Education Policy.