



SIDANA
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SIDANA INSTITUTE OF EDUCATION

Approved by NCTE | Permanently Affiliated to Guru Nanak Dev University | Accredited by NAAC

Khiala Khurd, Ram Tirath Road, Amritsar, Punjab, 143109

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THE SECOND MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Session 2015-16

Date: 18-07-2015

Time: 11.00 AM

Venue: Principal's Office

AGENDA

AGENDA:

1. Approval of minutes of 1st IQAC Meeting
2. Action taken report on the decisions of the previous meeting
3. To overview Admission process 2015-16
4. Analysis of result 2014-15
5. To extend more committees for wide ranging engagement with society.
6. To organize International Conference
7. To conduct Workshops & interactive sessions for students and teachers
8. Any other Issue with the special permission of the chair.

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC 1st Meeting

2nd Meeting Dated 18-04-2015

The 2nd IQAC meeting for Academic Session 2015-16 was held on 20.07.2019. The following members attended the meeting.

#	Post Held	Name of the Members
1.	Principal as Chairperson	Dr. Jeewan Jyoti Sidana
2.	IQAC Coordinator	Mr. DarshPreet Singh Bhullar
3.	Faculty Members	Mrs. Kanika Bhatia Mrs. Pawandeep Kaur Mrs. Rupinder Kaur Ms. Harneet Kaur Ms. Rajni Kansra
4.	Management Representation	Mr. Arwinder Kumar Mr. Shashi Pal Ms. Sukhjot Kaur Mr. Puneet Salwan
5.	Connoisseur from the field of Education	Dr. TR Sikka
6.	Illustrious person from Industry	Mr. Sandeep Kaura
7.	Administrative Representative	Mr. P.S Gill Ms. Samridhi Mittal Mr. Sahipal



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8.	Alumni Representative	Ms. Viney Sharma Mrs. Harpreet Singh
9.	Student Representative	Ms. Manisha Ms. Sonali

The Chairperson Dr. Jeewan Jyoti Sidana welcomed the members for the 2nd meeting followed by review presentation made by Mr. Darshpreet Singh Bhullar, Coordinator of IQAC.

The following points were discussed in the meeting

Agenda 1: Approval of minutes of 1st IQAC Meeting

Proposed By: Mr. Darshpreet Singh Bhullar

Resolution: The 1st IQAC meeting was held on 18-04-2015 at 11:00 a.m. The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of meeting of were approved by the IQAC members.

Agenda 2: Action taken report on the decisions of the previous meeting

Proposed By:

Resolution:

S.No	Recommendation given by IQAC	Action Taken for Implementation & Outcomes
1	Welcoming all Members & Appointment of new Members of Internal Quality Assurance Cell for the tenure of two years.	Welcome address made by the Dr. Jeewan Jyoti Sidana to all the new and old members of the IQAC.
2	Discussing the role of IQAC and planning of its future activities.	List of activities to be carried was prepared by Mrs. Kanika Bhatia and distributed to all the members and assigned the duties to them. They are working according to the instruction given by coordinator of IQAC.
3	Implementation of new NCTE Norms and Standard Regulation 2015	Discussed new NCTE Norms and Standard Regulation 2015 with all the faculty members and shared a copy with them. Give all the guidelines as per the direction of NCTE for the implementation. Also discussed with the members syllabus prescribed by Guru Nanak Dev University Amritsar. Old curriculum is changed and Academic Session from Annual System to divide into four semester system. With effect from 2015 annual system of examination changed into semester system as per the guidelines of the university.
4	To Make arrangement for Implementation of new Curriculum for 2015-2017	In the light of major change in B.Ed. duration from one year to two year all the faculty members discussed in detail for the implementation. Necessary arrangements



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		for the implementation new regulation at the institute level as per the recommendations of Academic council meeting recommendations.
5	Discussion with respect to NAAC Accreditation	IQAC Coordinator Mr. DarshPreet Singh Bhullar prepared a check-list of NAAC PEER TEAM recommendation and gaps. All those gaps identified and started working on for the improvement. The comprehensive report with recommendations submitted to the management via principal for the future reference.
6	Plans of institution for the current academic year 2015-16.	With reference to the new norms and standard of NCTE and guidelines of Guru Nanak Dev University Amritsar yearly planner was developed and implemented same in the institute. All the members started working according to new system.

Agenda 3: Admission process 2015-17

Proposed By:

Resolution: Information captured during admission process and the feedback given by the committee members was shared by the Chairperson. In this meeting new policy discussed as per the need of the time.

Agenda 4: Analysis of result 2014-15.

Proposed By: Mrs. Kanika Bhatia

Resolution: Analysis of result 2014-15 batch discussed by the examination incharge Mrs. Kanika Bhatia with all members. She explained all the parameters of results with comparative analysis of results with their earlier performance. She also shed light on the comparative analysis and with neighboring institutions in relation to final results declared by the university.

Agenda 5: To Extend more committees for wide ranging engagement with society.

Proposed By:

Resolution: To cope with different problems at student and teacher level need to add more committees towards quality assurance. Extended committees for wide ranging engagement of faculty and administrative staff to realize the targets set by IQAC as a policy for the year explored. It was contended that it brings more participation of the larger staff of the institution. Members agreed to the suggestion as a matter of policy.

Agenda 6: To Organize International Conference.

Proposed By:

Resolution: The coordinator of IQAC suggested to all the members to organize international conference at our institute. Detailed dissuasion was done on the important issue raised by the coordinator and duties were assigned to the concerned staff members for the organization of international conference.



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Agenda 7: To conduct Workshops & interactive sessions for students and teachers: -

Proposed By:

Resolution:

Agenda 8: Any other Issue with the special permission of the chair.

IQAC Coordinator Mr. Gursewak Singh Bhullar proposed the date for the next meeting and it was unanimously decided to be held in third week of July 2019. The meeting ended with formal vote of thanks by IQAC Chairperson Dr. (Mrs.) Jeewan Jyoti Sidana.

Daspreet Singh

Mr. DarshPreet Singh Bhullar
IQAC Coordinator
Assistant Professor
Sidana Institute of Education
Khiala Khurd, Ram Tirath
Amritsar-143109, Punjab

CC:

1. All committee members.
2. SIE Office.

Jeewan Jyoti Sidana

Dr. (Mrs.) Jeewan Jyoti Sidana
IQAC Chairperson
Principal
Sidana Institute of Education
Khiala Khurd, Ram Tirath
Amritsar-143109, Punjab

