



SIDANA
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SIDANA INSTITUTE OF EDUCATION

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

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

Academic Session 2018-19

Date: 15.07.2018

Time: 11.00 AM

Venue: Principal's Office

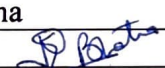
AGENDA

Agenda:

1. Approval of minutes of 12th IQAC Meeting.
2. Action taken report on the decisions of the previous meeting.
3. To promote student centric activities and providing health insurance to the students.
4. Introduction of student enrichment and faculty development programmes.
5. Regarding Health and Counseling Cell, Grievance Redressal cell, Slow and Advanced learners.
6. To discuss issues of Environmental audit.
7. To establish the Wi-Fi and CCTV surveillance systems on the campus.
8. To manage e-waste and Bio-waste on the campus.
9. Any other Issue with the special permission of the chair.

14th Meeting Dated 15.07.2018

The 14th IQAC meeting for Academic Session 2017-18 was held on 15.07.2017. The following members attended the meeting.

#	Post Held	Name of the Members
1.	Principal as Chairman	Dr. Jeewan Jyoti Sidana
2.	IQAC Coordinator	Mrs. Kanika Bhatia 
3.	Faculty Members	Mrs. Rajbir Kaur Bal Mr. Sunpreet Singh Ms. Sarbjeet Kaur Mrs. Rajwinder Kaur Ms. Rajni Kansra
4.	Management Representation	Mr. Puneet Salwan Mr. Mandeep Singh Gill Ms. Manpreet Kaur Atwal Ms. Samridhi Mittal
5.	Connoisseur from the field of Education	Dr. Amar Chawla Dr. Swaraj Grover Prof I S Suri
6.	Illustrious person from Industry	Mr. Suresh Kumar
7.	Administrative Representative	Ms. Manpreet Kaur Atwal
8.	Alumni Representative	Ms. Sonali Oberi Ms. Harpreet Kaur
9.	Student Representative	Ms. Nidhi Bhalla Ms. Chahat Maheshwari

The Chairperson Dr. Jeewan Jyoti Sidana welcomed the members for the 11th meeting followed by review presentation made by Mrs. Kanika Bhatia, Coordinator of IQAC.

The following points were discussed in the meeting

Agenda 1: Approval of minutes of 9th IQAC Meeting

Proposed By: Mrs. Kanika Bhatia






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Resolution: The 9th IQAC meeting was held on 15-07-2017 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: Mr. Sunpreet Singh

Resolution:

S.No	Recommendation given by IQAC	Action Taken for Implementation & Outcomes
1	To discuss issues regarding rain water harvesting.	Water Conservation Policy of the institute is implemented in letter and spirit. Accordingly, Rain water harvesting wells was developed as per the norms of the local body and required specification by the recommendation of IQAC members.
2	To introduce vocational, Skill Development and Faculty Enrichment programmes.	In the light of the National Skill Development Mission, Govt.of India Institute authorities took in to the consideration, the need of the local community, the college started vocational courses, skill development courses and faculty competency and development programmes, student mentoring and co-curricular activities and extension programs within the campus.
3	To take review of Results of previous year.	The results submitted by the departments were analyzed and discussed in details . Suggestions for making programme more functional and skill oriented
4	Implementation of revised Syllabi by the University.	GNDU revised B.Ed curriculum which need to be implemented, Orientation of the faculty was done prior to implementation. As per the guidelines, revised Syllabi implemented and faculty was assigned additional responsibilities wherever required .
5	Review of MOUs and Collaborations.	The present situation was reviewed and appropriate suggestion have been made for more MOUs and Collaborations.
6	Provision of Teaching, learning resources.	All the necessary arrangement , additional resources are made available in all the resource centers are made for teaching learning process for effective and meaningful.
5	Any other Issue with the special permission of the chair.	NIL

Agenda 3: To promote student centric activities and providing health insurance to the students.

Proposed By: Ms. Sonali Oberi

Resolution: IQAC members encouraged to take up inter departmental activities and workshop for the students and suggested the Heads of the department to strengthen the wallpaper and other co-curricular activities. Further IQAC members recommended to provide insurance cover to the Students of the college.

Agenda 4: Introduction of student enrichment and faculty development programmes.

Proposed By: Dr. Swaraj Grover

Resolution: The IQAC members proposed to initiate skill oriented, value added, Co-curricular and extension programme for the students and development programmes for the staff.

Agenda 5: Regarding Health and Counseling Cell, Grievance Redressal cell, Slow and Advanced learners.

Proposed By: Mrs. Kanika Bhatia



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Resolution: Quality Assurance Cell recommended providing additional space for counseling Cell and appointment of professional Counselor for the student and stakeholders. Also IQAC Cell recommended to provide additional suggestion boxes on campus for Grievance redressal cell. It is further directed that head of the departments to conduct screening test to identify slow and advanced learners and to take remedial measures for slow learners and give additional activities to advanced learners. The reports are to be submitted accordingly to the IQAC.

Agenda 6: To discuss issues of Environmental audit.

Proposed By: Mr. Puneet Salwan

Resolution: Internal Quality Assurance Cell directed to conduct Environmental audit of the campus and take steps towards e-waste, Bio waste and chemical waste management.

Agenda 7: To establish the Wi-Fi and CCTV surveillance systems on the campus.

Proposed By: Mr. Sunpreet Singh

Resolution: Mr. Sunpreet Singh, recommended for upgrading the campus to Wi-Fi and also to establish CCTV network for all buildings and further recommended to provide Walkie-Talkie surveillance on the campus.

Agenda 8: To manage e-waste and Bio-waste on the campus

Proposed By: Mrs. Kanika Bhatia

Resolution: It has been observed that outdated monitors, machines, UPS etc. Electronic equipment's are dumped in the departments. Mrs. Kanika Bhatia recommended to take initiative for e-waste management.

Agenda 9: Any other Issue with the special permission of the chair.

IQAC Coordinator Mrs. Kanika Bhatia proposed the date for the next meeting and it was unanimously decided to be held in third week of April 2017. The meeting ended with formal vote of thanks by IQAC Chairperson Dr. (Mrs.) Jeewan Jyoti Sidana.

Mrs. Kanika Bhatia
IQAC Coordinator
Assistant Professor
Sidana Institute of Education
Khiala Khurd, Ram Tirath
Amritsar-143109, Punjab

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

CC:

1. All committee members.
2. SIE Office.

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