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SIDANA INSTITUTE OF EDUCATION

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

THE 21st MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) Academic Session 2020-21

Date: 18-04-2020

Time: 11.00 AM

Venue: Principal's Office

AGENDA:

1. Approval of minutes of 20th IQAC Meeting
2. Action taken report on the decisions of the previous meeting.
3. To Upgradation of Information Technology Infrastructure.
4. To strengthen the placement cell
5. To start guidance online and offline for CTET/PTET aspirants.
6. Any other Issue with the special permission of the chair.

Internal Quality Assurance Cell (IQAC) Minutes of IQAC 21st Meeting

21th Meeting Dated 18.04.2020

The 22th IQAC meeting for Academic Session 2020-21 was held on 18.07.2020. The following members attended the meeting.

S. No	Designation & Affiliation	Name
1	Principal as Chairperson	Dr. (Mrs.) Jeewan Jyoti Sidana
2	IQAC Coordinator	Mr. Gursewak Singh Bhullar
3	Faculty Members	Mrs. Kanika Bhatia Mr. Darshpreet Singh Bhullar Mrs. Pawandeep Kaur Mrs. Rajni Kansra Mrs. Navneet Kaur Bhangu
4	Management Representation	Mr. B.K. Gupta Mr. P.S. Gill Ms. Mnapreet Kaur
5	Connoisseur from the field of Education	Dr. Anita Bhalla Dr. Prabhjot Kaur
6	Illustrious person from Industry	Mr. Vijay Sharma
7	Administrative Representative	Mr. Guriqbal Singh
8	Alumni Representative	Ms. Shivangi Mahajan Mrs. Sannia Handa
9	Student Representative	Two Students representative, one each from First & Second Year with tenure of 2 years.

The Chairperson Dr. Jeewan Jyoti Sidana welcomed the members for the 22th meeting followed by presentation of minutes of the previous meeting by Mr. Gursewak Singh, Coordinator of IQAC.



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The following points were discussed in the meeting

Agenda 1: Review of minutes of 21st IQAC Meeting.

Proposed By: Mr. Darshpreet Singh Bhullar

Resolution 1: The 21th IQAC meeting was held on 18-04-2020 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 21th IQAC Meeting

Proposed By: Mr. Gursewak Singh Bhullar

Resolution 2:

S.No	Recommendation given by IQAC	Action Taken for Implementation & Outcomes
1	To organize online International Webinar on the topic "The Impact of Covid-19 on the Mental Health of College Youth."	Institute organized online International Webinar on "The Impact of Covid-19 on the Mental Health of College Youth" on 23.05.2020. In this webinar more than 200 delegates participated. Proceeding of webinar is placed before the Members for the information by the convener of webinar Mr. Darshpreet Singh Bhullar
2	To Conduct Computer Literacy Week for online teaching and E Content Development	Mrs. Kanika Bhatia informed that Faculty members conducted Computer Literacy Week for online teaching and E Content Development w.e.f 01.06.2020 to 08.06.2020 successfully and submitted proceedings for the same to members.
3	To start Students Mentoring	Mr. Guriqbal Singh explained to members that student mentoring process is started and students are allotted to the teachers for one to discussions.
4	To conduct orientation programme to increase the use of Library	Orientation programme was conducted to increase the uses of library.
5	Any other Issue with the special permission of the chair.	Nil

Above action taken report is noted by all the IQAC Members.

Agenda 3: To Upgradation of Information Technology Infrastructure & Library

Proposed By: Mr. DarshPreet Singh Bhullar

Seconded By: Mrs. Kanika Bhatia

Resolution 3: It was decided in the meeting there is need of to upgrade information technology infrastructure to cater the need of students and teachers. Members of IQAC appreciated the initiative and accorded approval to Upgradation of Information Technology Infrastructure & Library of the institute.



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Agenda 4: To Strengthen the Placement Cell

Proposed By: Mrs. Navneet Kaur Bhangu

Seconded By: Mrs. Rajni Kansra

Resolution 4: Mrs. Navneet Kaur Bhangu suggested to strengthen the Placement Cell for the effective support to educational institutions. As the demand received from the different schools that teacher should know how to use ICT in teaching learning process. It received very warm response from all the IQAC members for this proposal.

Agenda 5: To start guidance online and offline for CTET/PTET aspirants.

Proposed By: Dr. (Mrs.) Jeewan Jyoti Sidana

Seconded By: Mrs. Sannia Handa

Resolution 5: Dr. (Mrs.) Jeewan Jyoti Sidana suggested that we should start preparation for CTET/PTET aspirants free of cost to support the placement cell, alumni members and stakeholders. It received very warm response from all the IQAC members for this proposal and all the members suggested to start immediately.

Agenda 6: 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 2020. The meeting ended with formal vote of thanks to IQAC Chairperson Dr. (Mrs.) Jeewan Jyoti Sidana.

Mr. Gursewak Singh Bhullar
IQAC Coordinator
Assistant Professor
Sidana Institute of Education
Khiala Khurd, Ram Tirath
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Dr. (Mrs.) Jeewan Jyoti Sidana
IQAC Chairperson
Principal
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CC:

1. All committee members
2. Office