

THE 27th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Session 2021-22

Date: 23-10-2021

Time: 11.00 AM

Venue: Principal's Office

AGENDA:

1. Approval of minutes of 26th IQAC Meeting
2. Action taken report on the decisions of the previous meeting.
3. To increase the extension activities useful to the society.
4. To encourage the faculty members for the research work.
5. To organize faculty development programme.
6. To arrange remedial teaching to raise the educational level of students.
7. Any other Issue with the special permission of the chair

Internal Quality Assurance Cell (IQAC)

Minutes of IQAC 25th Meeting

27th Meeting Dated 23.10.2021

The 27th IQAC meeting for Academic Session 2021-22 was held on 23.10.2021. The following members attended the meeting.

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



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The Chairperson Dr. Jeewan Jyoti Sidana welcomed the members for the 27th meeting followed by presentation of minutes of the previous meeting by Mr. Darshpreet Singh, Coordinator of IQAC.

The following points were discussed in the meeting

Agenda 1: Review of minutes of 26th IQAC Meeting.

Proposed By: Mrs. Kanika Bhatia

Resolution 1: The 26th IQAC meeting was held on 24-07-2021 at 11:00 a.m. The minutes of meeting were readout with a formal discussion with all IQAC members. These minutes of meeting were approved by the IQAC members.

Agenda 2: Action taken report on the decisions of the previous meeting 26th IQAC Meeting

Proposed By: Mr. Darshpreet Singh Bhullar

Resolution 2:

| S.No | Recommendation given by IQAC | Action Taken for Implementation & Outcomes |
|------|--|--|
| 1 | To Organize different workshops & lecture on NPE 2020 | As per the recommendations of IQAC Members different workshops and lectures were arranged on the different topic of National Policy Education 2020. List of activities placed in the meeting of workshops and lectures. |
| 2 | To Organize 3rd Convocation cum Prize Distribution | All the necessary arrangements to organize Convocation function for the distribution of degrees for the pass out students. |
| 3 | To organize Extension lecture on Mental health | Extension lecture on Mental health was organized by the institute for the faculty and students to cop up from Conid-19 problems. In this Dr. Rahul shared their knowledge on the mental health issues and concerns faced during Covid-19. |
| 4 | To strengthen the placement cell and placement activities | Different placement activities for pass out students and for the present session were organized by Placement cell. All the members appreciate the efforts made by the placement cell to strengthen the placement cell and placement activities for the students. |
| 5 | Any other Issue with the special permission of the chair. | Nil |

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



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Agenda 3: To organize workshop on PTET & CTET for the in and out house students.

Proposed By: Mr. DarshPreet Singh Bhullar

Seconded By: Mrs. Kanika Bhatia

Resolution 3: It was decided in the meeting that, institute should organize the workshop on PTET & CTET for the in and out house students. After the rigorous discussion on this point it was decided to introduce preparation PTET & CTET as a regular feature of the institutes. All the members give positive response for the same and encourage to organize different other activities for the stakeholders.

Agenda 4: To encourage the faculty members for the research work.

Proposed By: Mrs. Navneet Kaur Bhangu

Seconded By: Ms. Rajni Kansra

Resolution 4: Mrs. Navneet Kaur Bhangu suggested in the meeting that there is need to support in house faculty members to start research work on different issues of education. In the meeting, members of the IQAC meeting give assurance to provide educational and financial help for the research work. It was decided in the meeting all members should start research work on major or minor projects.

Agenda 5: To Digitalization and upgrading the Library.

Proposed By: Mr. B.K. Gupta

Seconded By: Mrs. Sannia Handa

Resolution 5: It is decided that there need to upgrade the Library. There is need to add new Books and Journal as per the new syllabus and new policy of education. There is need to upgrade the infrastructure, digitalization of library.

Agenda 5: To arrange remedial teaching to raise the educational level of students.

Proposed By: Mr. P.S. Gill

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

Resolution 5: Dr. (Mrs.) Jeewan Jyoti Sidana suggested that there is need to organize remedial classes on the basis of need of students so that they will perform better in the examination. Every individual has right to access quality education and resources available at the institute.

Agenda 6: Yearly student feedback

Proposed By: Mrs. Navneet Kaur Bhangu

Seconded By: Mrs. Sannia Handa

Resolution 6: Mrs. Navneet Kaur Bhangu suggested in the meeting that there is requirement of to collect students feedback on different concerns of the institutes so that if any issues related to academic support was found, corrective measure can be implemented for the same to promote quality education. All the members give positive response for the same and



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encourage the faculty members for the same.

Agenda 7: Any other Issue with the special permission of the chair

IQAC Coordinator Mr. Darshpreet Singh Bhullar proposed the date for the next meeting and it was unanimously decided to be held in third week of Jan 2022. The meeting ended with formal vote of thanks to IQAC Chairperson Dr. (Mrs.) Jeewan Jyoti Sidana.

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. Office

Dr. (Mrs.) Jeewan Jyoti Sidana
IQAC Chairperson
Principal
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