

**GURU NANAK KHALSA COLLEGE FOR WOMEN
GUJARKHAN CAMPUS 2020-21**

MINUTES OF THE MEETING OF IQAC

held on August 03, 2020

at 1:00 PM in SEMINAR HALL

MEMBERS PRESENT

- **Mrs. Maninder Kaur** (Offg. Principal and IQAC Coordinator)
- **Dr. Kuldeep Kaur** (Co-coordinator, IQAC)
- Mrs. Manmeet Kaur
- Mrs. Prabhjot Kaur
- Mrs. Jaswinder Kaur
- Mrs. Seema Dua
- Dr. Parveen Arora
- Dr. Neetu Prakash
- Mrs. Punpreet Kaur
- Dr. Nidhi
- Mrs. Manpreet Kaur
- Mrs. Rajwinder Kaur
- Dr. Madhu Bala
- Mrs. Kirti Loomba
- Mrs. Surjit Kaur
- Mrs. Gagneet Pal Kaur
- Ms. Daisy Wadhwa
- Mrs. Satwant Kaur
- Mrs. Shikha Kalra
- Dr. Shikha Bajaj
- Mrs. Sukhjit Kaur

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PROCEEDINGS

- Discussion on the introduction of the online teaching pedagogies in the wake of the world crisis of COVID-19 took place. It was decided that ICT tools should be used extensively. The staff was also reassured that adequate provision for a high band internet and wi-fi facility will be done in the college.
- Teachers were directed to make practical use of the knowledge gained by them in a seven-day FDP on the topic “Effective Online Facilitation” that was conducted by the Department of Computer Science and Applications from July 16-24, 2020 as it is a pre-requisite in the current pandemic situation and imparting of education is not possible without the same. So, it was suggested that a continuous upgrading of knowledge and skills must be carried out by the staff.
- Teachers were directed to use apps like Zoom and Google Meet, create Google Classroom groups and prepare soft copies of notes/ material and PPTs while teaching in the virtual mode.
- Kirtan and Ardas to be held on August 06, 2020 to seek the blessings of the Almighty for the new Academic Session
- Discussion on Time Tables for various streams for odd semester of 2020 was done.
- Annual duties were discussed

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- Anti-ragging Cell Coordinator, Mrs. Punpreet Kaur was told to ensure that all students to fill the online anti-ragging forms mandatorily. She was also asked to make the anti-ragging squad to ensure that no incident of ragging takes place on the campus as well as on online platforms. Discipline during online classes is a major concern and all measures must be taken to maintain decorum and order during digital teaching.
- College Committees/ Cells/ Societies were formulated
- Internet to be strengthened
- To make arrangements for laptops to be used in the college
- Sanitization Committee was formed in the college with Dr. Parveen Arora as the Nodal Officer to supervise and monitor the SOPs issued by the Government.
- Teachers were advised to wear masks and carry sanitizers. The teachers will also be given the provision to take leave if tested COVID positive. This decision is taken in compliance with the Government notification.
- Students, particularly NSS volunteers and NCC cadets, should also be motivated to become a part of FIT INDIA Program started by Government of India.
- Plans were made for the celebration of important days like Small Industry Day, Hindi Diwas, World Heart Day, and Constitution Day.
- Various departments to organize inter-class competitions and activities in virtual mode


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- Members of the Faculty were directed to participate and attend online courses, MOOCs, Webinars, FDPs in the current session

PLACED BEFORE IQAC FOR CONSIDERATION AND APPROVAL

The committee members highly appreciated the proposal and approved the decision. The meeting ended with a formal vote of thanks to all the members of IQAC for their valuable suggestions.


Dr. Kuldeep Kaur
IQAC Co-coordinator
IQAC
Co-coordinator


Mrs. Maninder Kaur
Offg. Principal
& IQAC Coordinator

Principal
G.N. Kh. College for Women,
Model Town, LUDHIANA.