

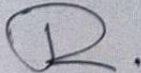
POST GRADUATE GOVERNMENT COLLEGE, SECTOR-46, CHANDIGARH

Internal Quality Assurance Cell
Minutes of the Meeting

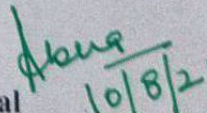

Date: 10/8/2021

A meeting of the Internal Quality Assurance Cell of Post Graduate Govt. College, Sector-46, Chandigarh was held on 10/8/2021. The minutes of the meeting held earlier were read by the Coordinator, IQAC and the members confirmed the same. It was resolved that-

- The admissions to various streams should be conducted via online mode. Admission forms should be carefully scrutinized and in case of discrepancy, the students/parents should be informed accordingly.
- Besides, the Co-ordinator Admissions should brief the faculty members put on duty for admission to various courses about the date of display of the provisional list of eligible applicants. It was decided that the specimens of character certificate/migration certificate, affidavit for a gap year, SC/ST certificate, etc. should be shared with all the scrutiny members since physical counselling was not possible owing to the COVID-19 pandemic.
- Dr Prashant Gaurav, Coordinator IQAC expressed his desire to discontinue as the coordinator. The name of Dr Rajinder S. Kaura as the new IQAC Coordinator was proposed by the vice-principal. The Dean and other members seconded it.
- Since offline classes for BA/BCOM/BBA/BCA Semester-III and V would be started soon, teachers should aim for 100% student attendance and make full use of the time in completing the syllabus. Student Strength proforma should be filled by the teaching staff on a daily basis.
- Applications should be invited for empanelment of faculty on a temporary basis for BBA Self-financing Course and Economics.
- Activities through RUSA should be planned ahead of time and the proposals should be discussed with Ms Arvinder Kaur, Co-ordinator, RUSA Cell of the college.



Coordinator, IQAC


Principal
P.G. Govt. College
Sector-46, Chandigarh


POST GRADUATE GOVERNMENT COLLEGE, SECTOR-46, CHANDIGARH

Internal Quality Assurance Cell

Minutes of the Meeting

2021

Date: 01 October


Internal Quality Assurance Cell meeting was held on 01/10/2021. The minutes of the meeting held earlier were read and confirmed. It was decided that-

1. All the departments should make the necessary changes (vis-à-vis faculty achievements, alumni, departmental activities, no. of books related to a subject lying in the college library, any other achievement, publication, etc.) in the Departmental profiles and present the same during Principal's visit for the interaction with the faculty according to the schedule that would be circulated in a day or so.
2. Since as per the directions issued by the Department of Youth Welfare, Panjab University, Chandigarh the institution was directed to host the 62nd PU Zonal Youth and Heritage Festival (Zone-A) from November 27-30, 2021, faculty members should be assigned duties in this connection for student participation as well as smooth co-ordination.
3. The matter regarding the construction of the hostel block for boys and girls; the construction of the gymnasium hall should be taken up with the Chief Engineer-cum-Special Secretary (Engg.), UT, Chandigarh as soon as possible.
4. Resolved expanding the NIRF committee for the data collection, compilation and submission of online data for NIRF India Rankings.
5. A plan must be chalked out for the utilization of Rs 70 Lakhs under the RUSA infrastructure grant. It was decided that the college multimedia hall, seminar room, examination room and all the departmental labs and facade of the college academic building need immediate attention. It was suggested that these areas should be examined by the caretaker under the guidance of the convener, maintenance of college infrastructure, Dr Rajinder Singh Kaura, and the focus should not only be on adding aesthetic appeal to these areas but also to perform a comprehensive

upgrade to the entire academic, administrative and support staff and visitors to gather their ideas and feedback.

6. In accordance with the directions given by the Ministry of Education in relation to the Youth Welfare (YCC 2014), a plan of action was proposed to be carried out.
7. Student engagement through YCC must be encouraged. Extension & outreach activities must be carried out in collaboration with industry, government, etc. Activities should be organized not only on the college campus but also in the vicinity of the college and the affiliated village of Bhandalwa to create awareness regarding social issues, gender issues, environmental issues and health and hygiene awareness related issues.
8. To pursue the matter regarding raising the army wing of YCC.


Coordinator, IQAC


Principal
P.G. Govt. College
Sector-46, Chandigarh

POST GRADUATE GOVERNMENT COLLEGE, SECTOR-16, CHANDIGARH

Internal Quality Assurance Cell

Minutes of the Meeting

Date: 26/2/2022

Internal Quality Assurance Cell meeting was held on 26.02.2022 at 11:00 AM in the Committee Room. The following decisions were taken unanimously:

- All the Conveners of Societies were required to submit a detailed report of activities (along with the photographs) conducted during the session 2021-22 to the Dean of the college. It was also proposed that regular monitoring of updated reports of the activities societies on the college website should be done under the supervision of the Dean of the college. Furthermore, it was decided that in case of transfer/superannuation/any change in annual duties, the new convener of the society must ensure that all the mail ids and their passwords pertaining to the said society are taken over while assuming charge.
- Since the tender of the canteen is in process and an advertisement has been published in the newspapers regarding the canteen contract
- In order to conduct the annual athletic meet, a letter was sent to higher authorities for permission. The convenors of various committees that have been constituted in this connection must give details of the tentative expenditure to be incurred and shall be guided by Dr Rajinder Singh Kaura, HOD, Physical Education.
- Competition and events such as storytelling, discussion etc. were conducted by the library to encourage students to visit the library and develop reading habits.

POST GRADUATE GOVERNMENT COLLEGE, SECTOR-46, CHANDIGARH

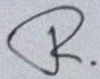
Internal Quality Assurance Cell
Minutes of the Meeting

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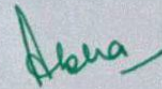
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- To finalize the AQAR data, criteria-wise meetings must be scheduled in the near future. Information is to be prepared according to the template and improvisation will be done throughout the presentation according to suggestions received from members to avoid the last-minute rush. On-site uploading should be done before the due date.
- It was proposed that the institution must register on the Vidyanjali Higher Education 2.0 portal and one of the senior faculty members should be allocated this task.
- Maintaining the sanctity of academic expectations and integrity of the examination process, like the reintroduction of physical modes of teaching-learning, the physical mode of examinations should also be followed. Registrar Exams was directed to finalize the date sheet for conducting mid-semester exams.



Coordinator, IQAC



Principal

P.G. Govt. College
Sector-46, Chandigarh
Sector-46, Chandigarh
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POST GRADUATE GOVERNMENT COLLEGE, SECTOR-46, CHANDIGARH


Internal Quality Assurance Cell

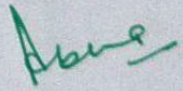
Minutes of the Meeting

Date: 30.04.2022

The fourth meeting of the Internal Quality Assurance Cell of Post Graduate Govt. College, Sector-46, Chandigarh was held on 4.5.2022. It was resolved that-

- Student satisfaction survey is to be conducted through IQAC and student data should be sought for this purpose.
- Feedback from students on the syllabus from various departments to be completed. IQAC is completing the collection of student feedback on teaching and learning on courses from various departments so that the analysis and report submission could be completed well on time. The meeting resolved to accept the same.
- Dr Prashant Gaurav, Co-ordinator UGC Network Resource Centre suggested that for optimum utilization of on-campus facilities vis-a-vis information technology, the students must be given the facility of availing internet services for academic purposes.
- It was proposed that events like Annual Convocation and Mega Job Fest should be conducted.
- Tutorial meetings should be conducted and the tutors should be expected to talk in-depth about the ideas and opinions relating to students' problems, post-COVID 19 hygiene practices, lecture shortages and the disruptive nature of mobile phones in the classroom where instead the students can adopt a "silent" or "vibrate" policy for cell phones during lecture or lab time, etc.
- Parent-Teacher Meet should be conducted so that the parents may be apprised of the level of academic preparedness of their wards.
- Taking into account the welfare of girls, training in self-defence was proposed.


Coordinator, IQAC


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