



**GOVERNMENT COLLEGE OF EDUCATION  
SECTOR 20-D, CHANDIGARH  
NAAC ACCREDITED GRADE 'A'**



**3rd Cycle  
Assessment and Accreditation by NAAC  
CRITERION-IV  
INFRASTRUCTURE AND LEARNING RESOURCES**



## **CRITERION 6**

### **KEY INDICATOR- Financial Management and Resource Mobilization**

#### **Metric-6.5**

##### **6.5.4 Institution engages in several quality initiatives**

**Regular meeting of internal Quality Assurance Cell (IQAC) or other mechanisms;  
Feedback Collected, Analyses and used for Improvements**

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**Government College of Education, Sector 20D, Chandigarh**

**Internal Quality Assurance Cell meeting**

**(28<sup>th</sup> January, 2023)**

**Minutes of Meeting**

IQAC meeting of the college was held on 28<sup>th</sup> January, 2023. The following members of the IQAC attended the meeting:

- Dr. Sapna Nanda (Chairperson IQAC and Principal)
- Dr. Ajay Kumar Srivastav (Dean)
- Dr. Balwinder Kaur (Convenor NAAC/IQAC Committee)
- Dr. Anjali Puri ( Incharge M.Ed. /Convenor Skill Dev. Committee)
- Dr. Anurag Sankhian (Incharge B.Ed./ College Bursar)
- Dr. Sheojee Singh (Incharge Research Resource Centre)
- Dr. Lilu Ram Jakhar (Member NAAC/IQAC Committee)
- Dr. Sunil Dutt (Professor NITTR/ College Alumnus)
- Dr. Neelam Paul (Incharge RUSA)
- Dr. Aarti Bhatt (Member NAAC/IQAC)
- Dr. Rajni Thakur (Member IQAC)
- Dr. Upasna Thapliyal (Member NAAC/IQAC)
- Shri. Shiv Prasad (DHE Representative)
- Smt. Taruna Mehta (Councillor of the Area)
- S. Manmohan Singh (Principal Govt. Model High School, Sector 20D, Chandigarh)
- President, Literary and Cultural Society of the college: Ms. Preeti
- President NSS Units of the College: Mr. Shivam
- Student Representative: Mr. Abhilash

The Agendas of the meeting were:

- 1) **Environment Sustainability measures**
- 2) **Placement initiatives**
- 3) **E-content Development Facilities**
- 4) **Strengthening feedback mechanism**
- 5) **Research projects**
- 6) **Learning Management Measures**
- 7) **ICT by Teachers:**

The minutes of meeting of the discussion are as follows:

1) **Environment Sustainability measures:** Suggestions were given for use of appropriate and up graded technology one which is eco friendly, resource efficient, culturally suitable and locally adaptable like E-wastage and management of e-data by reducing paper usage. Adding to it Policy of Reuse, Reduce and Recycle like taking both side prints of papers, online assignments etc. and better planning of Projects, activities, competitions of waste management, documentaries on cleanliness and assignments under the environment club and eco club for cleanliness and beautification of the college was discussed. Also a visit of MC department official along with the civil engineer of department was suggested. A request was placed to MC to install the new dustbins in college and expansion of the road in college. Area counsellor ensured the meeting which is being fixed next week with MC office for a visit.

2) **Placement initiatives:** It was suggested to identify expertise areas of the college in which it can contribute to the institutes with which MOUs are being signed like workshops, training programs and FDPs can be organized. Problem of tracing the data of placed students was rigourously conversed with the members. The solution for the problem was identified as to assign the responsibility to the tutorial incharges to maintain contacts with old students and keep in touch to trace the data in time. Also CTET/ other training programs were suggested to be incorporated in the time table for two hour per week for professional development of students.

3) **E-content Development Facilities:** The committee was of the view that teachers should prepare self leaning materials in the form of videos and upload it on website as a reference material for students. Development of a studio for recording was also suggested. Information was shared regarding self learning module development course available on the website of SWAYAM for teachers and students. To encourage students for maximum participation in self learning courses, it was suggested to be given weightage for internal assessment. Proposal for IGNOU study centre to be prepared to improve the quality in college.

4) **Strengthening feedback mechanism:** The feedback committee of the college is already successfully implementing feedback mechanism as per the University norms and NAAC requirement. Feedback from parents and stakeholders can be improved by including parents email id and phone number on the admission forms. PTM once a semester was also suggested by the team.

5) **Research projects:** Proposal to identify the funding agencies like NCERT, SCERT, UGC, CSIR etc by exploring the websites and contacting the agencies was suggested for research projects and to provide seed money to the faculty. It was added that teachers can be motivated to prepare research proposals through different agencies.

6) **Learning Management Measures:** Procuring of LMS software (Open source) was suggested to maintain student records.

7) **ICT by Teachers:** Use of smart classes, social media was suggested to make teaching more interesting and effective.



**IQAC Committee**



**Principal**  
Principal,  
Govt. College of Education  
Sector 20-D, Chandigarh

## GOVERNMENT COLLEGE OF EDUCATION, CHANDIGARH

### IQAC MEETING MINUTES

30.04.2022

The meeting of Internal Quality Assurance Cell was held on 30.04.2022 at 10:00 am. The meeting began with coordinator IQAC introducing the agenda of meeting. The Chairperson and the Principal also emphasized the importance of introducing and sustaining the quality measures for development of the institution. The area councilor Mrs. Taruna Mehta also assured of the wholehearted cooperation to the college during all the related initiatives.




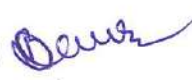

The suggestions given by the house related to agenda are as follows:

1. It was proposed that the process of implementing Value Added or Certificate courses should be initiated. The placement cell and skill development committee should take initiative in this direction. The approval of the University along with related rules and requirements should be sought.
2. There are many institutions in the city like Government College of Yoga Education and Health, Regional Institute of English and Government Rehabilitation Institution of Intellectual Disability which can help us in achieving our Educational, Research and Extension goals and our college can also be an asset to these organizations for achieving their educational objectives. As our faculty regularly visits these institutions so Memorandum of Understanding should be signed with these institutions and student/faculty exchange programmes should also be initiated.
3. For promoting the health and well-being of the students various yoga sessions will be organized with the collaboration of faculty of Government college of Yoga education and Health on regular basis for day-scholars as well as hostel students.
4. As Eco- Club of the college is already working for creating awareness regarding environment sustainability; more measures are needed to be incorporated for the beautification of the campus, displaying boards and slogans at the required places, Waste

Management, Energy and Water Conservation, Plastic free campus etc. If required, environment fund can be used for eco-club activities.

5. It was proposed that Alumni participation must be encouraged in all the activities of the college including seminars, conferences, extension lectures, hostel activities etc. If required, student welfare fund can be used for the related activities.
6. Outreach activities should be enhanced to strengthen the relationship of Pupil teachers and community. Online platform can also be used to create awareness regarding health and mental well-being. Various NGOs can be contacted for smooth conduct of outreach activities.
7. Faculty Development programmes and Training of Non-Teaching staff are to be organized. Workshop should be held for Teaching as well as Non- Teaching staff regarding creating orientation towards central services rules. It was also suggested to hold the training regarding soft skills, Information and Technology, code of conduct, administration and financial matters etc for the non-teaching staff members.
8. As we have various facilities for differently abled students, Campus should be made more disabled friendly by introducing various measures for these students. Special students who have been alumni of the college can be invited for delivering the lectures and motivating the students. Student Welfare Fund can be used for introducing and enhancing these measures.

Members IQAC:

1. Dr. Ajay Kumar Srivastav (Chairperson IQAC and Principal) 
2. Dr. Sapna Nanda ( Dean) 
3. Dr. Anjali Puri ( Convenor NAAC/IQAC Committee) 
4. Dr. Balwinder Kaur (Incharge M.Ed./Convenor Skill Dev. Committee) 
5. Dr. Anurag Sankhian (Incharge B.Ed./College Bursar) 

6. Dr. Sheojee Singh (Incharge Research Resource Centre)

7. Dr. Lilu Ram Jakhar (Member NAAC/IQAC Committee)

8. Dr. Sunil Dutt ( Professor NITTTR/College Alumnus)

9. Dr. Neelam Paul ( Incharge RUSA)

10. Dr. Aarti Bhatt (Member NAAC/IQAC)

11. Dr. Rajni Thakur (Member NAAC/IQAC)

12. Supdt. DHE Office Mr. Malwinder Singh (DHE Nominee)

13. Smt. Taruna Mehta (Councillor of the Area)

14. S.Avtar Singh (Principal, Govt. Model High School, Sector- 20 D, Chandigarh)

15. Ms. Abha Jain (President, Literary and Cultural Society of the college)

16. Mr. Aparjit Thapar (President NSS Units of the College)

SS-11  
Lilu Ram  
Sunil Dutt  
Paul  
Aarti  
Rajni  
Minutess are subject to the approval of W/DHE, please  
H. Singh

Taruna Mehta

Avtar Singh

Abha Jain

Aparjit Thapar

*[Handwritten signature]*

Convener  
IQAC/NAAC Committee

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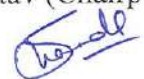







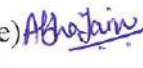

Principal cum Chairperson IQAC  
Government College of Education,  
Chandigarh



**GOVERNMENT COLLEGE OF EDUCATION, SECTOR- 20 D,  
CHANDIGARH**

**26.10.2021**

A meeting was conducted in the office of undersigned on October 26, 2021. The agenda regarding quality initiatives required to be taken during session 2021-22 was finalized by the Members of NAAC/ IQAC Committee.


- Dr. Dr. Ajay Kumar Srivastav (Chairperson IQAC and Principal) 
- Dr. Sapna Nanda ( Dean) 
- Dr. Anjali Puri ( Convenor NAAC/IQAC Committee) 
- Dr. Balwinder Kaur (Incharge M.Ed./Incharge Co-Curricular Committee) 
- Dr. Anurag Sankhian (Incharge B.Ed./College Bursar) 
- Dr. Neelam Paul ( Incharge RUSA) 
- Dr. Lilu Ram Jakhar (Member NAAC/IQAC Committee) 
- Dr. Aarti Bhatt(Member NAAC/IQAC Committee) 
- Dr. Rajni Thakur (Member NAAC/IQAC Committee) 
- Ms. Abha Jain (President, Literary and Cultural Society of the college) 
- Mr. Aparjit Thapar( President NSS Units of the College) 

Quality Initiatives finalized for the session 2021-22

- Value Added Courses
- Eco Club Activities
- Encouraging Alumni Participation in College Activities
- Yoga for Well being of Students
- Outreach Activities for students
- Memorandum of Understanding with other Institutions
- Student/Faculty Exchange
- Faculty Development Programme
- Training for Non Teaching Staff
- Adding More Provisions for Disabled Friendly Students

  
Convenor

IQAC/NAAC Committee

  
Principal cum Chairperson IQAC  
Government College of Education,  
Chandigarh

## GOVT. COLLEGE OF EDUCATION, CHANDIGARH

### MINUTES OF MEETING OF INTERNAL QUALITY ASSURANCE CELL HELD ON 16.01.21

A meeting of IQAC was conducted through online mode in 16.01.21 at 11:30 am. The meeting was attended by the following members:

1. Dr. Ajay Kumar Srivastav (Chairperson & Principal)
2. Dr. (Mrs.) Sapna Nanda ( Dean)
3. Dr. Savita Arya (Vice Principal)
4. Dr. Mukhtiar Singh (Incharge NSS, Hostel Warden)
5. Dr. Anjali Puri ( Convenor NAAC/IQAC Committee)
6. Dr. Balwinder Kaur (Incharge Co-curricular Activities)
7. Dr. Anurag Sankhian (College Bursar, Incharge B.Ed Admission)
8. Dr. Sheojee Singh (Incharge Research Resource Centre)
9. Dr. Lilu Ram Jakhar (Member NAAC/IQAC Committee)
10. Dr. Sunil Dutt ( Alumnus & Professor National Institute of Technical Teachers Training, Chandigarh)
11. Dr. Neelam Paul ( Incharge RUSA)
12. Sh. Shiv Prasad (Director Higher Education Nominee, Supdt. DHE Office)
13. Sh. Rajesh Kumar Gupta (Councillor of the Area)
14. S. Avtar Singh, Principal, Govt. Model High School, Sector- 20 D, Chandigarh (Practicing School)
15. Mr. Anshul Rana (President, Literary and Cultural Society of the college)
16. Mr. Bharat Sharmas (President NSS Units of the College)
17. NAAC Committee Members

The meeting started with a welcome note by Chairperson Dr. A.K. Srivastva who formally extended the welcome to all the members of Internal quality assurance cell. During the meeting pertinent points regarding quality improvement were discussed in details. The agenda of the meeting was:

- Curricular Planning and Enrichment
- Adopting student centric approach
- Documentation/ reports of all the activities from the respective departments (with geo tagged photographs where ever required)
- Strengthening feedback mechanism
- Any other.

#### **Agenda 1 Curricular Designing and Enrichment**

NAAC/IQAC requirements of organized curriculum planning and enrichment at institutional level were discussed. Formulation of a Curriculum Committee was proposed. Prof. Sunil Dutt endorsed that curriculum should be designed and enriched with activities and pedagogy teachers should be involved in the process.

Furthermore, setting up a Curriculum laboratory/room was proposed which can also be equipped with Sessional work and good teaching aids submitted by student teachers.

### **Agenda 2 Student Centric Approach**

It was decided that student centric approach needs to be strengthened and students' participation should be sought in curriculum designing, fulfilling institutional responsibilities, providing various support and learning facilities. Class representatives can be selected so that student involvement can be encouraged.

### **Agenda 3 Documentation of All Activities**

It was proposed that documentation of all the activities including teaching related activities should be maintained with geo tagged photographs. The college is already conducting a lot of activities and teachers are teaching to the best of their abilities but desired documentation will highlight the diligent efforts of faculty and also fulfill NAAC requirements.

The issues related to data uploading as desired by NAAC and role of respective subcommittees in data compilation was discussed. Dr. Sunil Dutt said that as per the requirements of NAAC, the sub committees must be formulated to facilitate collection of data related to the respective criteria. Dr. Sapna Nanda, Dean of the college also endorsed the viewpoint that subcommittees need to facilitate core committee of NAAC with desired data as per the allocated criterion for timely submission of AQAR.

### **Agenda 4 Strengthening Feedback Mechanism**

It was enunciated that feedback system being adopted by the college should be upgraded. Prof. Sunil Dutt recommended that all the stakeholders should be included in this mechanism. He further added that feedback form should be displayed on college website. The obtained feedback should be analyzed objectively for incorporating new practices for quality improvement and action taken report to be displayed on college website.

The meeting concluded with a vote of thanks by Dr. Anjali Puri for valuable inputs from IQAC members.

#### **NAAC Committee**

1. Dr. Anjali Puri *Anjali Puri*
2. Dr. Lili Ram *Lili Ram*
3. Mr. Ravinder Kumar *Ravinder Kumar*
4. Dr. Aarti Bhatt *Aarti Bhatt*
5. Dr. Upasana Thapial *Upasana Thapial*

*for website*

*[Signature]*  
PRINCIPAL

**GOVERNMENT COLLEGE OF EDUCATION, SECTOR-20-D,  
CHANDIGARH**

**Minutes of IQAC Meeting held on 09-09-2019 at 12:15 pm in IQAC Room**

- Dr. Harsh Batra, Principal welcomed the members of IQAC to the IQAC Meeting.
- Dr. Sanjeev Kumar, Convener, NAAC/NCTE Committee, read out the agenda and invited suggestions for quality improvement measures and invited Dr. Mukhtiar Singh to present College Calendar before the IQAC.
- Dr. Mukhtiar Singh, Incharge College calendar, presented the college calendar for approval and suggestions. He apprised the members of all the tentatively planned programmes as per the calendar. He also told about the rest of the academic and co-curricular activities to be held during the current semester from time to time.
- Dr. A. K. Srivastava, In-charge National Service Scheme, highlighted the details of proposed activities undertaken under this scheme and mentioned about five one -day Camps and One Special Seven Day Camp to be held from 27<sup>th</sup> Sept to 3<sup>rd</sup> October this year for approval and suggestions. Main activities to be conducted during this camp were also discussed. He also gave information about Blood Donation camp and Valedictory function to be organized by NSS unit of the College. (Like Cleanliness, Fire fighting workshop, traffic awareness, tree plantation, indoor games etc.) He also informed the IQAC that College is observing Swachhta Pakhwada from 2<sup>nd</sup> Sept to 17<sup>th</sup> Sept. He gave information about Yoga activities to be conducted on daily basis from 8:00 am to 9:00 am during special NSS camp under 'Fit India' programme of Govt. of India.
- Dr. Anurag Sankhian, Incharge RUSA, informed that being NAAC Accredited 'A' Grade College, our college has received Rs.1 Crore as Infrastructure grants under three heads: *Construction, Renovation and Equipment*. The funds are being utilised as per plan. Steps have been initiated to purchase beds and washing machines for both the hostels; fire fighting equipment and RFID System for Library in view of the modified plan. 10 laptops, 10 smart boards and books worth 5 Lakh have already been purchased.

- Dr. Anurag also highlighted that the details of the plan is available on the portal of RUSA, Chandigarh Administration and the plans are being executed systematically as per rules. He also informed that a separate dedicated web portal has been made operational for free online membership of alumni of the college and many overseas students have also got registered using this platform.
- Madam Principal also told about the proposal for provision of lockers for athletes under this scheme is being positively considered.
- Dr. Sheojee Singh briefed the IQAC about various Sub-committees constituted as per the revised NAAC guidelines for ensuring a culture of academic excellence and accountable functioning of the various programmes in the college assuring total quality management. Core-committee will review functioning of all the sub-committees periodically. It was also mentioned that yoga exercises as well as sports and meditation for one hour everyday under 'Fit India Movement' may be made the integral part of timetable. It was also suggested that five new words from different languages can be displayed on Bulletin board for the students and faculty to enhance their linguistic capabilities.
- Dr. Praveen Kumar Librarian, State Library, Sec-17 Chd, made useful suggestions like encouraging students to undertake research during Internship program and to develop skills of writing references as per prevailing styles of bibliography, such as, APA, MLA, Oxford, Harvard, and Chicago, specially for M.Ed. students. Competitions may be organised for this.
- Dr. Harsh Batra, Principal informed IQAC about some of the best practices followed in the college She also informed that college has applied for obtaining 'No Objection Certificate' from Director Higher Education for starting ITEP (Four Year Integrated Teacher Education Programme) in the college.
- Meeting concluded with Vote of Thanks by Dr. Sanjeev Kumar.



**Convener, NAAC/ NCTE Committee**



**Principal**

Cc:

1. Dr. Sanjeev Kumar, Convenor NAAC/ NCTE Committee
2. Dr. Suman Khokhar for immediate uploading on College website.

**GOVERNMENT COLLEGE OF EDUCATION, SECTOR-20-D, CHANDIGARH**

Dated: 03.05.2019

**MINUTES OF THE MEETING OF IQAC HELD IN PRINCIPAL'S OFFICE**

In light of the interaction of the college steering committee members (NAAC) with Dr. B. S. Ponmudiraj, Deputy Advisor, NAAC, Bangalore at the State Level Training Workshop on Revised Guidelines for NAAC Accreditation of higher education institutions under the initiative of RUSA, Chandigarh at RUSA building, Sector-42, a meeting was held in Principal's office on 03.05.2019 at 11:00 a.m. to discuss the various related issues and re-constitute the IQAC for the term 2019-21.

The following members of the faculty attended the meeting:

1. Dr. (Mrs.) Harsh Batra, Principal and Chairperson of the Committee
2. Dr. A. K. Srivastava, Vice Principal *32*
3. Dr Anurag Sankhian *Sankhian*
4. Dr. Sanjeev Kumar *Sanjeev*
5. Dr. Sheojee Singh *Sheojee*
6. Dr. Lilu Ram *Lilu Ram*
7. Dr. Punam Bansal *Bansal*
8. Mrs. Jasjit Kaur, Office Superintendent *Jasjit*

It was decided that the IQAC of this college for the term 2019-21 will comprise of the members (list attached). Letters will be sent for their consent.

*Sanjeev*  
3/5/19  
Convener  
NAAC Committee

*Harsh Batra*  
Principal cum Chairperson IQAC  
Government College of Education,  
Chandigarh

**GOVERNMENT COLLEGE OF EDUCATION, SECTOR-20-D, CHANDIGARH**


**List of Proposed Members of IQAC for the term 2019-21**

1. Dr. (Mrs.) Harsh Batra (Principal)
2. Dr. (Mrs.) Renu Verma (Dean)
3. Dr. A.K. Srivastava ( Vice Principal)
4. Dr. Mukhtiar Singh (Hostel Warden)
5. Dr. Anurag Sankhian (In-charge, , RUSA)
6. Dr. Sanjeev Kumar ( Convener, NAAC-NCT E Committee)
7. Dr. Sheojee Singh ( Member)
8. Dr. Punam Bansal (Member)
9. Dr. Sunil Dutt ( Professor, NITTTR)
10. Mr. Arjun Dev ( Deputy Director. Admn. (Education) & DHE Nominee)
11. Councillor of the Area
12. President, Literary and Cultural Society
13. President NSS Units of the College (2018-19)
14. Any other member by invitation

**CC:**

- ✓1.A Copy to Dr. Suman Khokhhar for uploading on the College Website.
2. Convener NAAC/ NCTE committee..

  
31/5/19  
**Convener**  
**NAAC Committee**

  
**Principal cum Chairperson IQAC**  
**Government College of Education,**  
**Chandigarh**