

## 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. Lilu Ram *Lilu Ram*
3. Mr. Ravinder Kumar *Ravinder Kumar*
4. Dr. Aarti Bhatt *Aarti Bhatt*
5. Dr. Upasana Thapiyal *Upasana Thapiyal*

*for website*

*[Signature]*  
PRINCIPAL