

**Government College of Education, Sector 20D, Chandigarh**  
**Minutes of Internal Quality Assurance Cell Meeting on 04.04.2024**

IQAC meeting of the college was held on 4<sup>th</sup> April, 2024 at 11:00 am. The following are the members of IQAC who attended the meeting:

- Dr. Sapna Nanda (Chairperson IQAC and Principal)
- Dr. Ajay Kumar Srivastav (Dean)
- Dr. Anjali Puri (Convenor NAAC/IQAC Committee)
- Dr. Balwinder Kaur (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(Retd)/ 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 (Area Representative)
- S. Manmohan Singh (Principal Govt. Model High School, Sector 20D, Chandigarh)
- President, Literary and Cultural Society of the college
- President NSS Units of the College
- Any other Student Representative

Agenda for the meeting was:

- Environment Sustainability measures
- DVV and Peer Team Visit for NAAC accreditation
- E-content Development
- Development of MOOCs
- Learning Management Measures
- Any Other

## **Minutes of IQAC meeting:**

### **1. Environment Sustainability measures:**

The meeting commenced with a discussion on environment sustainability and beautification measures to be implemented within the college premises. Various proposals were put forth by the committee members. These proposals included:

- Improvement of waste management measures including timely collection of waste materials.
- Marking on roads and trees alongside the road.
- Providing more facilities for vermicomposting.
- Plantation drives to increase green cover within the campus.
- Installation of more lights in the dark corners of the campus.

### **2. DVV and Peer Team Visit for NAAC accreditation:**

The upcoming NAAC accreditation visit was discussed in detail. It was noted that preparation for the visit should be meticulous and comprehensive. The following action points were identified:

- Coordinating with all concerned to ensure compliance with accreditation process.
- As the college is already conducting extension activities through USOL programmes, it was suggested by Prof. Sunil Dutt to introduce the extension activities for School mentors of Internship Schools and clusters of Chandigarh region.

### **3. E-content Development:**

The importance of developing high-quality e-content for enhancing the learning experience was emphasized. The following steps were proposed:

- Identifying subject matter experts to create e-content for various courses.
- Providing training to faculty members on e-content creation tools and techniques.
- Establishing an organized subject wise repository to store and disseminate e-content.

### **4. Development of MOOCs:**

The potential of Massive Open Online Courses in supplementing traditional classroom teaching was discussed. The following strategies were proposed for developing MOOCs:

- Identifying key areas suitable for online delivery by syncing E-content with MOOCs.
- Integrating MOOCs into the curriculum to offer students blended learning and flip classroom experiences.
- Providing necessary support and resources to faculty members for creating MOOCs.

#### 5. Learning Management Measures:

There was detailed discussion on measures to enhance learning management within the college. The following initiatives were proposed.

- Coordinating with Panjab university for implementing a centralized Learning Management System (LMS) for efficient academic management and communication.
- Conducting orientation with Department of Computer Science, PU on using the LMS effectively.

The IQAC meeting ended with a commitment to implement the discussed measures effectively to enhance the overall quality of education and ensure compliance with accreditation standards.

*[Handwritten Signature]*  
04/04/24

**IQAC Incharge**

*[Handwritten Signature]*  
4/4/2024

**Principal**

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