



## INTERNAL QUALITY ASSURANCE CELL

### AMAR SHAHEED BABA AJIT SINGH JUJHAR SINGH MEMORIAL COLLEGE BELA RUPNAGAR PUNJAB-140111 Est. 1975

Govt. Aided under 2(f) ad 12(B) of UGC, Permanently Affiliated to Punjabi university, Patiala

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Ref. No.: IQAC/BELA/21/08/68

Dated: 09/08/2021

#### MINUTES OF 68<sup>th</sup> MEETING OF IQAC

68<sup>th</sup> meeting of IQAC was held on 09/08/2021 in the Room No. 6 at 11.00. a.m. onwards

#### FOLLOWING MEMBERS ATTENDED THE MEETING

S. No.	Name	Designation	Composition as per NAAC Norms	Signature of members who attended meeting
1.	S. Sangat Singh Longia	President, M.C.	Management Representative	<i>S. Sangat Singh</i>
2.	S. Sukhwinder Singh Whisky	Manager, M.C.	Employer	<i>S. Sukhwinder Singh</i>
3.	Dr. Satwant Kaur Shahi	Head of the Institution	Chairperson	<i>Dr. Satwant Kaur Shahi</i>
4.	Dr. Mamta Arora	Director/ Coordinator, IQAC	Coordinator	<i>Dr. Mamta Arora</i>
5.	Dr. Shailesh Sharma	Director & principal, COP, Bela	Stakeholder	<i>Dr. Shailesh Sharma</i>
6.	S. Ombir Singh	Director, SGGS Sen. Sec. School, Chamkaur Sahib	Alumni Representative	<i>S. Ombir Singh</i>
7.	S. Narinder Singh	Member, Block Samiti	Local Representative	<i>S. Narinder Singh</i>
8.	S. Sher Singh	Industry Expert	Industrialist	<i>S. Sher Singh</i>
9.	Mr. Rakesh Joshi	HOD, Computer science	In charge of Criterion - I: Curricular Aspects (Teacher Member)	<i>Mr. Rakesh Joshi</i>

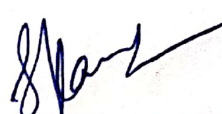
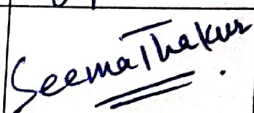


MINUTES OF 68<sup>th</sup> MEETING OF IQAC, ASBASJSM COLLEGE, BELA ROPAR PUNJAB

10.	Dr. Harpreet Kaur	HOD, Punjabi	In charge of Criterion – II: Teaching, Learning and Evaluation (Teacher Member)	<i>H. Kaur</i>
11.	Dr. Avni Vij	A.P. Biotechnology	In charge of Criterion – II: Teaching, Learning and Evaluation (Teacher Member)	ABSENT
12.	Ms. Ramanjeet Kaur	HOD, Chemistry	In charge of Criterion – III: Research, Innovations and Extension (Teacher Member)	<i>Ramanjeet Kaur</i>
13.	Dr. Baljit Singh	HOD, Physics	In charge of Criterion – IV: Infrastructure and Learning Resource (Teacher Member)	ABSENT
14.	Ms. Sunita Rani	HOD, Humanities	Criterion – V: Student Support and Progression (Teacher Member)	<i>Sunita Rani</i>
15.	Mrs. Ishu Bala	HOD, Commerce	Criterion – V: Student Support and Progression (Teacher Member)	<i>Ishu Bala</i>
16.	Mr. Gurlal Singh	HOD, Management Studies	Criterion – VI: Governance, Leadership and Management (Teacher Member)	<i>G. Singh</i>
17.	Mrs. Manpreet Kaur	Assistant Professor	In charge of Criterion – VII: Institutional Values and Best Practices (Teacher Member)	<i>Manpreet Kaur</i>
18.	Mrs. Jasvir Kaur	Superintendent	Senior Administrative Officer	<i>Jasvir Kaur</i>
19.	Mr. Khalil Mohammed	Sr. Clerk	Senior Administrative Officer	<i>Khalil Mohammed</i>
20.	Mr. Jaskaran Singh	Student	Student Representative	<i>Jaskaran Singh</i>



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21.	Dr. Sandeep Kaur	Assistant Professor, English	Criterion – II: Teaching, Learning and Evaluation (Special Invitee)	
22.	Ms. Seema Thakur	Librarian	Criterion – IV: Infrastructure and Learning Resource (Special Invitee)	

<b>AGENDA</b>
<b>AGENDA 68.1: Confirmation of previous minutes of meeting</b> RESOLUTION: Minutes of previous meeting were confirmed
<b>AGENDA 68.2: Academic Audit</b> RESOLUTION: Member decided to conduct academic audit to review the quality of academics in the institute. Team members suggested the constitution of audit committee which will be responsible to review the quality education,
<b>AGENDA 68.3: Administrative Audit</b> RESOLUTION: It was decided to carry out administrative audit in the institute to evaluate the efficiency and effectiveness of the administrative procedures. To fulfil the need of administrative audit. IQAC members suggested to form a committee of administrative Audit.
<b>AGENDA 68.4: Sukhmani Sahib Path</b> RESOLUTION: Duties were assigned to various committees regarding the Sukhmani Sahib Path.
<b>AGENDA 68.5: Vision, Mission &amp; Core Values of Institutes</b> RESOLUTION: Mission, Vision and Core Values of Institution and all Departments were discussed by the IQAC members.
<b>AGENDA 68.6: Teaching Learning Skills</b> RESOLUTION: To focus on Improving Teaching learning skills of the faculties
<b>AGENDA 68.7: Eco-friendly measure of electrical energy usage</b> RESOLUTION: To review the status and audits on Eco-friendly measures include steps to reduce consumptions of electrical energy
<b>AGENDA 68.8: Research Initiatives</b> RESOLUTION: To enhance the overall research environment in the institute
<b>AGENDA 68.9: ICT introduction in Teachings</b> RESOLUTION: Improving the use of ICT in teaching, evaluation and administrative process.
<b>AGENDA 68.10: NAAC Committee Report</b> RESOLUTION: To present briefly the NAAC Peer Team Committee's report along with suggestions and recommendations