



ISO 9001-2008 CERTIFIED INSTITUTION

## S.D.P. College For Women

RE-ACCREDITED A GRADE BY NAAC

Behind Fort (G.T.Road, Near Power House)

Daresi Road, LUDHIANA - 141 008.

New Additional Site : Vill. KHAWAJKE-MANGAT

Rahon Road, Ludhiana.

Email : sdpcollegeldh@yahoo.co.in

Web site : www.sdpcollege.com

Dated: 19<sup>th</sup> September, 2019.

Ref:SDP/C/2019/

To

All the Hon'ble Members of I.Q.A.C.  
S.D.P.College for Women,  
LUDHIANA.

Respected Sir/Madam,

A meeting of the members of I.Q.A.C. will be held on 25<sup>th</sup> September, 2019 at 1:00 P.M. under the Chairmanship of Mrs. Manju Bhashinee, Officiating Principal, S.D.P.College for Women, Ludhiana. The following Agenda will be discussed:-

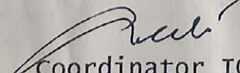
1. To confirm the proceedings of the last meeting.
2. To consider regarding follow-up Action/Progress on the Resolutions of last I.Q.A.C. meeting.
3. To discuss participation in Youth Festival.
4. To discuss promotion of Research.
5. To discuss formation of College Team for Indian Orchestra.
6. To start Short-Term Courses in Computer Science, Home Science and Cosmetology Department.
7. To consider Budget Allocation for Academic/Co-Academic Activities.
8. To consider the proposal for paid photocopy facility for students.
9. To discuss Toilets repair and renovation.
10. To consider provision of a Vending Machine for Sanitary Napkins on the demand of students.

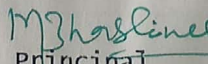
Any other item with the permission of the Chair.

Please attend the meeting and oblige.

Thanking you,

Yours truly,

  
Coordinator IQAC

  
Principal

A Post Graduate, Multi-Faculty Institution, Affiliated to Panjab University, Chandigarh.  
Telephone No's. 0161-2741830, 2743992, Fax : 2742672

Dated: 25<sup>th</sup> SEPTEMBER, 2019

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Time: 1-00 p.m.

A Meeting of members of Internal Quality Assurance Cell (IQAC) is held today i.e. on 25-09-2019 (WEDNESDAY) under the chairmanship of Mrs Manju Bhashinee, Officiating Principal S.D.P. College for Women, Dudhiana on the College campus (Managing Committee Hall). The following members are present :-

1 Mrs Manju Bhashinee  
officiating Principal

*MJB*

2 SH. H.K. CHUGH, General Secretary

3 Dr (Mrs) GEETA BHANDARI  
CO-ordinator - IQAC

*Geeta Bhandari*

4. SH. Leela Raj Anand.

*Leela Raj Anand*

5. *Neel*

6. DR. S.M. SHARMA

*Sharma*

7. SH K.K. MAHENDRU

*25/9/19*

8 DR SANDIV BINDRA

*25/9/19*

9 SH JASVIR CHAUHAN

*Samindeev*

10 Mrs SAMINDER KAUR

*Saminder*

11 Mrs NITIKA

*Nitika*

12 Mrs SUCHITRA

*Suchitra*

13 Mrs NEEL KAMAL

*Neel Kamal*

14 Ms. MANPREET KAUR

*Manpreet Kaur*

- 1) Meeting started with the permission of the Chair.
- 2) Minutes of the last meeting were read and confirmed by the Members unanimously.
- 3) Follow-up action on the Resolutions adopted in the last meeting were informed to the Committee members. Pending points were also

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reported for further discussions.

### Follow-up Reports of Previous Meeting

- (1) It was discussed that the Sarpanch of Village Noorwala may be invited and various activities with the help of NSS/NCC/Youth Welfare be organized in the Village.
- (2) It was decided that a camp will be organized in December holidays and visits be planned to visit the Village.
- (3) Academic and Co-Academic Calendar for 2019-20 has been duly approved and regular follow up going on.
- 4) It was decided that the College should participate in the coming Youth festival to be held in Ramgarhia College for Women, Lucknow. It was also informed that the College is going to perform 51 different items. Resolved Unanimously.
- 5) For the promotion of research activity in the faculty members, the offg. Principal informed that whenever any proposal from any staff members is received, it shall be passed and required support shall be extended to the teacher. Resolved Unanimously.

- 6) For the promotion of extracurricular activities in the College, it was decided that a College Team shall be formed for Indian Orchestra. Necessary musical items shall also be purchased for the same. Mr Sarasvatas, Assistant Professor in Music (Instrumental) has been deputed to submit the required list of Musical Instrument to be purchased. Resolved unanimously.
- 7) It was also decided that short term courses in Computer Science, Home Science and Cosmetology will be introduced. Dr J.M. Sharma was directed to study PMKVY schemes to be introduced in the College and submit the report to the Principal and Managing Committee to decide further course of action.
- 8) The matter of Budget allocation for academic and co-academic activities was put up for discussion. Dr Geeta Bhandari IQAC Co-ordinator was requested to prepare the Budget with the assistance of other Heads of Departments and submit to the Principal for further action.
- 9) The members discussed the need of the students to facilitate them with the facility of getting Photocopy of the documents required for various purposes. The Principal suggested.

that she will direct her office staff to give this facility to the students on payment basis and proper record should be maintained. Resolved unanimously.

- 10) The members discussed the matter of repair of Toilets of students. The Principal informed the House that sweepers for the cleanliness of the Toilets have been deputed and regular checking is going on to ensure proper cleanliness. To modernize the facility in the Toilets a proposal will be prepared with the help of concerned Housekeeping Incharges and put-up for the approval of the Managing Committee. The House requested the Principal to expedite the process of approval. Resolved unanimously.

- 11) The House discussed the proposal of buying a vending machine for sanitary napkins. The Principal submitted that she would discuss the proposal with the Managing Committee and will definitely do a proper arrangement for the students. The House authorized the IQAC Co-ordinator and Principal to go ahead with the proposal. Resolved unanimously.

- 12) Dr. Geeta Bhandari suggested

that students may be put on duty to check the wastage of power and water.

The Meeting ended with thanks to the chair.