



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@gmail.com
sdpcollegeldh@yahoo.co.in
Web site : www.sdpcollege.com

Dated: 5th October, 2021.

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 19th October, 2021 at 11:00 a.m. in the Principal office under the Chairmanship of Dr.(Sh.)Ravi Kant, 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 the outcomes of the Action Plan 2020-21.
4. To discuss and approve the Annual Action Plan 2021-22.
5. To start the working of newly constructed rooms under MP Lad Grant.
6. To start and set up some renewable energy source in the Institution.
7. To sign MOU's with research institutes, Academic and Schools other than sister Institutions.
8. To create the separate fund for Placement/Industrial visit/seminars regarding career counseling.
9. To discuss regarding infrastructure augmentation of guest room.

Thanking you,

Yours truly,

Coordinator IQAC

Co-coordinator IQAC


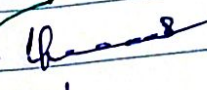
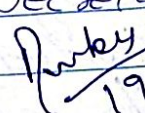
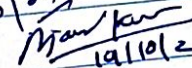
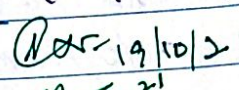
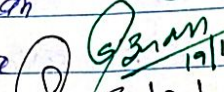
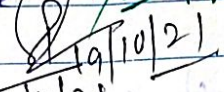
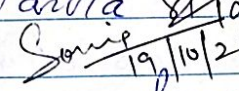
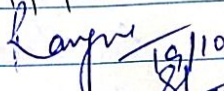
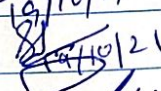
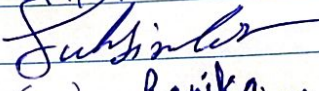
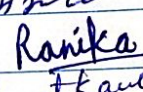
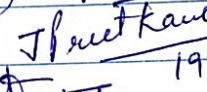
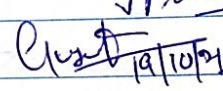
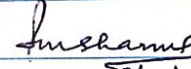
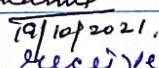
Principal

Dated: 19th OCTOBER, 2021

Time: 11-00 A.M.

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A Meeting of Members of Internal Quality Assurance Cell (IQAC) is held today i.e. on 19-10-2021 at 11-00 a.m. under the Chairmanship of Dr (Sh.) Ravi Kant, Principal S.D.P. College for Women, Duhiana in the Managing Committee Room of S.D.P. College. The following Members are present :-

1. Dr Ravi Kant, Principal 
2. Sh. H. K. Chugh, General Secretary 
3. Mrs Ruby, Co-ordinator 
4. Mr Ajay, Co-coordinator 
5. Sh Jasveer Chauhan - 
6. Dr Sanjeev Bindra 
7. Ms. Preety Navla 
8. Ms. Sonia 
9. Dr Rangana Sood 
10. Dr Shilpa Mishra 
11. Mrs Sulchjinder Kaur 
12. Mrs Ranika (Special Invitee) 
13. Mrs Jaspreet Kaur 
14. Ms Gurjeet Kaur 
15. Dr Mukesh Anora (Suggestions received online)
16. Dr S.M. Sharma 
17. Dr Ashwani Bhalla (Suggestions received online) 

1 Meeting started with the permission of the Chair. Dr. Ravi Kant (Principal, SDP College & Chairperson IQAC) officially offered welcome to Sh. H.K. Chugh (Hon'ble General Secretary & Member IQAC), Sh. Jasveer Chauhan (Principal, S.D.P. Sr. Sec. School & Member IQAC), Dr. Sanjeev Bindra (Principal, Sh. D.P. Gupta SDP Model Sr. Sec. School & Member IQAC), Dr. S.M. Sharma (Director, SDP College

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& Member IOAC) and other steering committee members of IOAC.

2 After formal welcome proceedings were handed over to Ms. Ruby (IOAC Co-ordinator) and permitted her to start the meeting.

3 Ms. Ruby (IOAC Co-ordinator) offered warm welcome to all Dignitaries and IOAC steering committee members. Ms. Ruby started with Action taken Report of the last meeting and resolutions adopted were informed to the committee members as follows:

1) It was discussed that reminders to the UGC regarding grant of B.Voc to be sent at regular intervals (until the grant is received, Nomenclature of the course B.Voc should remain same). Resolved unanimously.

2) Viewers and subscribers of the 'College YouTube Channel' should be increased and knowledge worthy videos to be uploaded as suggested by Sh. H.K. Chugh.

3) Regarding upgrading infrastructure of the Institution, Ms. Ruby informed the House that requirement of I.T. Infrastructure is submitted

to the Chairperson and pending for approval.

Sh H.K. Chugh and Sh Jasveer Chauhan suggested to collect the requirements of all the departments and Dr Ravi Kant should put up the proposal to the Management.

4) Ms. Ruby further informed the House that the process of purchasing "the Payment gateway" is initiated. Sh H.K. Chugh suggested to complete the process at the earliest.

4 After discussing the Action taken report of the previous meeting, Ms Ruby presented the Progress Report of Annual Action Plan of IQAC 2020-21. She informed the House that activities which were planned at the starting of the session 2020-21 was successfully completed and some pending work in progress (Kitchen Garden, Nursery, Meditation Room etc). Sh H.K. Chugh and other members appreciated the efforts of IQAC Steering Committee members and said to continue the pending points.

5 Further Ms. Ruby presented the IQAC Annual Action Plan for the session

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2021-22 and suggestions from the members were invited. A thorough discussion on each point was held and suggestions from the members were noted down. Therefore ICAE Annual Action Plan 2021-22 was passed unanimously.

6 Further Ms. Ruby put the Agenda point to start the working of newly constructed rooms under MPLAD Grant. Sh. Ravi Kant suggested to shift the Common Room in these rooms, Dr. Ranjana suggested that Common Room should be made lively and enjoyable from the students' point of view, LED should be placed with DD National or DD Dish connection. White washing of the rooms should be done.

7 Next Agenda point regarding renewable energy sources was put up by Ms. Ruby. It was discussed that some renewable energy sources should be set up in the institution. Sh. Jasveer Chauhan said that already we have rain water harvesting system in our college which is also renewable energy source. Dr. Ravi Kant said that as per NAAC requirements energy

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sources should also be set up. Proposal should be made and to be submitted to the Management.

8 Further Ms. Ruby put up the Agenda point regarding MOU's with research Institutes, Academic and Schools (other than sister Institution) should be signed. Sh. H.K. Chugh said it is very good practice and all should put efforts to sign such MOU's. Ms. Ruby said that B.A.B.Ed Department should meet the Principals of the reputed schools and get their consent for signing MOU's. Dr Ravi Kant also informed the House that one School has permitted the students of B.A.B.Ed to visit and observe the School and can make Project Report. Such associations should be increased more in future, it will help to increase admissions also.

9 It was discussed that separate fund for Placement/Industrial Visit/Seminars regarding career counselling should be created. Mr. Nay said that some time placement drive or extension lecture to be conducted at a very short span of time therefore it can be conducted easily if some fund is available for such activities. Sh. Jasveer Chakran suggested the proposal of these funds should be

submitted by the concerned in charges rather all departments should submit the proposal/financial requirement of their department so that it can be put up before the Management and approval can be taken timely.

10 Further Ms. Ruby started the discussion regarding infrastructure augmentation of Guest Room. Dr Ravi Kant suggested one guest room should be made for the outsiders. Sh. H.K. Chugh suggested to make blue print and decide the place and check the feasibility of the guest room.

11 Dr Ravi Kant officially gave vote of thanks to all the dignitaries and staff members for sparing their precious time for attending the meeting and giving valuable suggestions. Special thanks to those members who gave their suggestions online and could not attend the meeting due to some other engagements.

The meeting ended with thanks to the chair.

Ruby Markam [Signature]

Action taken report of the IQAC Meeting held on 19-10-2021

| Agenda points discussed | Action taken |
|--|---|
| To discuss the outcomes of the action plan 2020-21. | Action taken report of the annual action plan 2020-21 was presented in the meeting. |
| To discuss and approve the annual action plan 2021-22 | Proposed Annual action plan 2021-22 was presented in the meeting, suggestions from the members were invited and thorough line of action to be taken regarding each point was discussed. At last annual action plan 2021-22 was passed unanimously. |
| Discussion regarding working of newly constructed rooms under MP-lad Grant. | It was discussed that common room should be shifted in these rooms. So finishing and furnishing of these rooms are underway for the common room to be functional. |
| To start and set up some renewable energy source in the institution. | Quotations for the renewable energy source (solar panel to be installed) has been floated. Further process is underway. |
| To sign MOU's with research institutes, Academic and schools other than sister institutions. | It was discussed that Department of B.A.B.Ed. should interact with principals of the schools and get the consent for signing MOU's. Proposal regarding the same is under consideration with Alpine International school and MOU will be signed soon. |
| To create the separate fund for Placement/Industrial Visit/Seminars regarding career counseling. | <p>It was discussed that for the smooth functioning and conduct of placement drive & extension lectures, proposal of the fund should be submitted for approval and Requirements from the departments should be collected and put up before the management for the approval.</p> <ul style="list-style-type: none"> • Placement fund and IQAC fund has been submitted to principal for the further action. • Requirements of the departments has been collected and categorized item wise with proposed rates. Approval is likely to be made soon. |
| To discuss regarding infrastructure augmentation of guest room. | Approval for constructing the guest room is under consideration with the management (worthy president sir), further process is underway. |

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