



S.D.P College for Women

NAAC-ACCREDITED SINCE 2005

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Ref: SDP/C/2025/

Dated: 04-10-2025

All the Hon'ble Members of I.Q.A.C
(Internal Quality Assurance cell)
S.D.P. College for Women,
Ludhiana.

Respected Sir/Madam,

A meeting of the members of I.Q.A.C will be held on 06-10-25 (Monday) at 1:00 p.m. in the Managing Committee Room of S.D.P. College for Women under the Chairmanship of Dr. (Mrs.) Neetu Ohri, Principal. 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 deliberate upon increasing collaborations with Government/Private bodies and NGO's on Financial Assistance and Student Support Schemes.
4. To discuss and consider the proposals for classrooms and Labs Infrastructure enhancement (benches, podium and related facilities).
5. To discuss regarding Departmental initiatives and good practices contributing to quality enhancement and academic excellence.
6. To discuss the Proposal for the procurement of new books and learning resources for the library in alignment with the NEP 2020 framework.

Any other item with the permission of the chair.

Thanking You,

Yours Truly,

Coordinator IQAC

Co-coordinator IQAC

Savinder
Date
4/10/25

Neetu Ohri
04/10/25
Principal



Dated: 6th OCTOBER 2025

Time: 1-00 p.m. 216

A Meeting of Members of Internal Quality Assurance Cell (IQAC) is held today i.e. on 06-10-2025 (MONDAY) at 1-00 p.m. under the Chairmanship of Dr (Mrs) Neetu Chri, Principal S.D.P. College for Women, Ludhiana in the Managing Committee Room of S.D.P. College for Women, Ludhiana. The following Members are present :-

- 1 Dr (Mrs) Neetu Chri, Principal a
- 2 Sh. H.K. Chugh, General Secretary 2
- 3 Sh. Jasveer Chaudan - Gen.
- 4 Dr Sanjiv Bindra S. Bindra
- 5 Mrs Ruby IQAC Co-ordinator Ruby
- 6 Mrs Saminder Sam 6/10/25
- 7 Mrs Neel Kamal Neel
- 8 Dr (Mrs) Ranjana Sood (on leave) 6/10/25
- 9 Mrs Nivedita Arora
- 10 Mrs Sukhjinder Sukhjinder 6-10-25
- 11 Dr (Mrs) Shikha Mishra Shikha
- 12 Mrs Jaspreet Jaspreet 6/10/25
- 13 Mr Iqbal Nath Arora Iqbal Nath 06-10-2025
- 14 Mrs Reena Rani Reena Rani
- 15 Mrs Meena Meena 06/10/25

- 1) The meeting started with the permission of the chair.
- 2) Ms. Ruby (IRAC Co-ordinator) extended a heartfelt welcome to Sh. H.K. Chugh, Hon'ble General Secretary, SDP College Managing Committee and IRAC member, Dr. Neetu Handa, Principal, SDP college for women and chairperson, IRAC, Sh. Jasveer Chauhan, Principal, SDP Senior-Secondary school and IRAC member, Dr. Sanjiv Bindra, Principal, Sh. D.P. Gupta, SDP model senior secondary school and IRAC member, and all other IRAC members.
- 3) Dr. Neetu Handa officially offered a warm welcome to all dignitaries and IRAC steering committee members. She then handed over the proceedings of the meeting to Ms. Ruby (IRAC Co-ordinator).
- 4) Ms. Ruby presented the action taken report of the previous meeting and the resolutions adopted were informed to all the members as follows:
 - (i) In the previous meeting, the first agenda point discussed was related to strategizing admission process for the session 2025-26. Ms. Ruby informed the house that admission incharges of various streams had worked diligently to tap the students from nearby areas, calls were made to the students regularly, promotional banners were placed at various public locations, pamphlets were distributed in the newspapers and to visitors, frequent meetings

with admission co-ordinator and stream in-charge were conducted by Principal to formulate strategies, honoured Principals of various schools with mementos, each and every query was handled successfully and admissions done on online admission portal of the Department of Higher Education (DHE), Punjab. We can proudly report that with the amicable support of management visionary leadership of madam principal and untiring efforts of all the faculty members our college has achieved a significant increase in admissions as compared to last year.

(ii) Regarding the Academic Audit, an Academic audit committee was formed at the college level. In the previous meeting, a detailed and thoughtful discussion took place on the audit findings. A comprehensive analysis was done keeping in view the recommendations given by NAAC PEER TEAM during NAAC inspection visit in August, 2022. The Academic Audit committee has already submitted its report in the form of SWOT analysis to higher authorities for further suggestions and recommendations. A copy of the report was also submitted in the house as per the instructions of Sh. H.K. Chugh, Hon'ble General Secretary.

(iii) for setting up of the student facilitation Centre Ms Ruby explained that with the permission of the worthy President sir, the student facilitation Centre cum AICTE/AI lab has been fully air-conditioned. The lab can also be used

by other faculty members in co-ordination with the department of Computer Applications.

(iv) Regarding renovation/reconstruction of staff washrooms, the proposal was put up in the previous IQAC meeting. Approval was made and sanctioned by higher authorities. Staff washrooms were reconstructed during summer vacations and are now ready for use.

(v) Regarding solar panel installation, Ms. Ruby informed the house that this matter is under consideration by the management.

5) After presenting the action taken report of previous meeting, Ms Ruby started with discussions on current agenda points as follows:

(i) Collaborations with Govt./Private Bodies/NGOs

Ms Ruby presented the first agenda point regarding increasing collaborations with Govt/Private Bodies/NGOs for student support and financial assistance. She informed the house that the college has been associated with various organisations providing financial help to needy and deserving students.

Some of these include:

1. Nehru Sidhant Mittal Pandey Scholarship (UG & PG students)
2. Nikhil Singhal Nobel Trust
3. Hanumant Sewa Parivar
4. Satya Scholarship Scheme (by Nehru Sidhant)
5. Dr. B.R. Ambedkar Scholarship (for SC students)

6. Yoga and Seva Parivar and Mrs. Ganpat Rai Scholarship.
7. financial aid extended by S. Surjit Singh, Hon'ble Sarpanch of Nookwala.
8. Senior citizen Scholarship
9. Nishkam Sewa
10. Scholarships by Hon'ble SDP management for sister institutions, meritorious and financially weak students.

Ms Ruby assured that proper guidance and support will always be provided to students to help them apply for these concession schemes given to students during the session 2024-25.

(iv) Classroom and Lab Infrastructure Enhancement

Ms Ruby presented the next agenda point regarding proposals for classroom and lab enhancement. A discussion was made regarding the acquisition and repairing of benches and podiums. Sh. H.K. Chugh suggested to put up a proposal to higher authorities regarding repairs and new purchases. He also directed the office superintendent Mr. I.N. Arora, to check the available quantity of benches, how many benches need repair only and how much to purchase.

Mr. Jasveer Chauhan suggested to get the quotations from at least 3 vendors and put up the proposal as soon as possible for the further process and approval.

(iii) Departmental Initiatives and Good Practices

Ms Ruby proposed the next agenda point regarding departmental initiatives and good practices contributing to quality enhancement and academic excellence. Ms Ruby appreciated the approach of management to take comprehensive fortnightly report from the departments related to Academic, Co-Academic, sports, cultural, betterment, new innovations and community outreach. The report is compiled by Ms Jaspreet Kaur, (Assistant Professor in Dept. of Comp. Sc and Applications). The house suggested removing the duplicity in the report to make it more better. further following points were suggested by authorities:

- (i) maintain proper records under defined heads,
- (ii) Submit fortnightly activity reports, and
- (iii) Conduct regular meetings of departmental committees for better co-ordination.
- (iv) Procurement of New books and library resources.

Ms Ruby presented a proposal for the procurement of new books and library resources in alignment with the NEP 2020 framework. She informed the house about the non-availability of NEP 2020 framework books in the library, which is affecting learning needs of the students.

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Sh. H.K. Chugh advised the library
Ms. Meena to consult the library
committee and take requisition of
new books from the departments and
verify the requirements for new purch.
He also suggested submitting a proposal
for necessary procurement and forward-
ing it to the Principal for further
approval by higher authorities.

6) Dr. Nectu Handa extended a vote of thanks
to all the members for their presence and
valuable contributions during the meeting.

The meeting ended with thanks
to the chair.

Sincerely
Yours

