



Internal Quality Assurance Cell
Smt. Jawala Devi College of Education, Sanghol Punjab-140802
Recognized by NCTE, Accredited by NAAC, Affiliated to Punjabi University, Patiala
www.jawaladevicollege.org, igacjawaladevi@cordia.edu.in

Minutes of the 1st Meeting of Internal Quality Assurance Cell held on 12/07/2019 at 3.30 pm at Principal Office, SJDCE, Sanghol:

Following members were present in the meeting:

1. Mr. C.L. Sharma, Management Representative
2. Dr. Nutan Sharma, Chairperson, IQAC
3. Ms. Paramjeet Kaur Mangat, Coordinator, IQAC
4. Dr. Papaldeep Gosal
5. Dr. Anita Arora
6. Ms. Amita Sharma
7. Dr. Harjinder Singh
8. Mr. Deven

Agenda items discussed in the meeting and resolved.....

1. Academic calendar

Resolved: Academic Calendar for 2019-20 was presented before the committee and same was approved.

2. Clubs and committees.

Resolved: Clubs and Committees were revised and notified to all members.

3. Use of ICT

Resolved: Utilization of ICT was made mandatory for all staff.

4. Unit Plan.

Resolved: Last date of submission of tentative unit plan to IQAC was decided as last week of the month, same was notified to all.

5. NNed MTK project for Rural Womens, Phase-I.

Resolved: Schedule for first phase of the project was finalized as 24th August to 26th August, 2019.

Meeting was ended with the thanks to the chair

Approved By

Principal

Smt. Jawala Devi College of Education
SANGHOL



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Minutes of the 2nd Meeting of Internal Quality Assurance Cell held on 03/10/2019 at 3.30 pm at Principal Office, SJDCE, Sanghol:

Following members were present in the meeting:

1. Dr. Nutan Sharma, Chairperson, IQAC
2. Ms. Paramjeet Kaur Mangat, Coordinator, IQAC
3. Dr. Anita Arora
4. Ms. Amita Sharma
5. Dr. Harjinder Singh
6. Dr. Papaldeep Gosal
7. Mr. Deven
8. Dr. Sarbjit Kaur, GHG Khalsa College of Education, Sudhar.
9. Mr. Jorawar Singh,

1. List of books to be incurred by faculty members

Resolved: The Principal instructed all the faculty members to provide the list of books required for the library and the notice regarding the same was issued and circulated among all the faculty members. The list then sent to the management for further perusal.

2. Upcoming Alumni Meet on 15/10/2019.

Resolved: Schedule and activities to be organized during the alumni meet were discussed and approved by the committee. The notice regarding the Alumni meets including the list of duties assigned to the faculty members was circulated among them.

3. NNEd Pro MTK workshop, Second phase.

Resolved: Second phase of NNEdPro Mobile Teaching Kitchen workshop, Phase-II was finalized for last week of January, 2020.

4. MST Result Analysis.

Resolved; MST result analysis need to be submitted to IQAC within the stipulated time. Notice would be issued separately for the same.

5. Remedial Teaching and Enrichment class.

Resolved: All the faculty members were instructed to conduct the remedial and enrichment classes according to the approved schedule provided by the committee and also to provide the input through e mail regarding the same.

6. Mentor Mentee system

Resolved: The committee approved the mentor mentee sessions and directed the faculty members to organize the sessions once in a month.

Meeting was ended with the thanks to the chair

Approved By...

Principal

Principal

Smt. Jawala Devi College of Education

SANGHOL .