

ANNUAL DUTIES

2022-23

COLLEGE ADMINISTRATION 2022-23

Principal: Dr. Rajwinder Kaur Hundal

Duties of Staff

1. Advisory Committee

- Dr. Navdip Kaur (Convener) *Navdip*
- Dr. Iqbaljit Kaur (Co-Convener) *Iqbaljit*
- Dr. Gagandeep Dharni *Gagandeep*
- Prof. Roopa Kaur Rai *Roopa*
- Prof. Inderjit Kaur *Inderjit Kaur*
- Prof. Gagandeep Aulakh *Gagandeep*
- Mrs. Baldev Kaur Mann (Off. Supdt.) *Baldev*

2. Academic Audit Committee

- Dr. Iqbaljit Kaur *Iqbaljit*
- Dr. Gagandeep Dharni *Gagandeep*
- Prof. Ashwani Jain *Ashwani Jain*
- Dr. Parmjit Kaur *Parmjit Kaur*

3. Annual Prize Distribution Committee

- Dr. Navdip Kaur (Convener) *Navdip*
- Prof. Inderjit Kaur (Co-Convener) *Inderjit Kaur*

4. Arrangement & Issuing of Material of Cleanliness (COVID-19) & Campus Cleanliness Committee

- Prof. Gagandeep Aulakh (Convener) *Gagandeep*
- Prof. Hardeep Kaur *Hardeep*
- Prof. Ashish Kumar *Ashish*
- Prof. Paramdeep Singh *Paramdeep*
- Mrs. Baldev Kaur Mann (Off. Supdt.) *Baldev*
- Mrs. Amandeep Kaur (Lib. Restorer) *Amandeep*
- Mr. Jagraj Singh (LA) *Jagraj*
- All Peons, Mali & Sweepers

5. Advertisement Committee

- Dr. Iqbaljit Kaur (Convener) *Iqbaljit*
- Prof. Harwinder Kaur *Harwinder*
- Prof. Ashish Kumar *Ashish*
- Prof. Paramdeep Singh *Paramdeep*

6. Amalgamated Fund Committee

- Dr. Navdip Kaur (Convener) *Navdip*
- Dr. Jasdeep Kaur *Jasdeep*
- Prof. Paramdeep Singh *Paramdeep*
- Mrs. Baldev Kaur Mann *Baldev*
- Mr. Sanjay Kumar *Sanjay*
- Student
- Student

7. Alumni Association

- Dr. Navdip Kaur (Convener) *Navdip*
- Dr. Iqbaljit Kaur *Iqbaljit*
- Dr. Gagandeep Dharni *Gagandeep*
- Prof. Inderjit Kaur *Inderjit Kaur*
- Prof. Ramanpreet Kaur *Ramanpreet*
- Prof. Paramdeep Singh *Paramdeep*
- Dr. Mahipal Dutt *Mahipal*

8. Add-On-Courses (Co-ordinators)

- Prof. Puneet Wadhwa (Web Designing & Multimedia) *Puneet*
- Dr. Gagandeep Dharni (Communicative English) *Gagandeep*
- Prof. Harwinder Kaur (Computer Based Accounting) *Harwinder*

9. AISHE Committee

- Prof. Puneet Wadhwa *Puneet*
- Mr. Sanjay Kumar (Clerk) *Sanjay*

10. Administrative Block Maintenance

- Mrs. Baldev Kaur Mann (Off. Supdt.) *Baldev*

11. Annual Stock Checking Committee

- Dr. Navdip Kaur (Convener) *Navdip*
- Dr. Mahipal Dutt (Co-Convener) *Mahipal*
- Mrs. Baldev Kaur Mann (Off. Supdt.) *Baldev*
- Ms. Rajni (Clerk) *Rajni*
- Mrs. Amandeep Kaur (Lib. Res.) *Amandeep*

12. Bursar

- Dr. Jasdeep Kaur (Economics Deptt.) *Jasdeep*

13. Building Committee

- Prof. Gagandeep Aulakh (Convener) *Gagandeep*
- Prof. Paramdeep Singh *Paramdeep*
- Mr. Sanjay Kumar, Clerk *Sanjay*
- Mr. Jagraj Singh (LA) *Jagraj*

14. Book Bank Committee

- Dr. Balwinder Kaur *Balwinder*
- Dr. Mahipal Dutt *Mahipal*

15. Buddy Group Incharges

- Prof. Ashwani Jain (Nodal Officer) *Ashwani Jain*
- Dr. Balwinder Kaur *Balwinder*
- Prof. Ashish Kumar *Ashish*

16. College Development Council

- Dr. Iqbaljit Kaur (Convener) *Iqbaljit*
- Prof. Roopa Kaur Rai *Roopa*
- Prof. Harwinder Kaur *Harwinder*
- Prof. Ashwani Jain *Ashwani Jain*
- Dr. Parmjit Kaur *Parmjit Kaur*

17. Cultural Committee

- Prof. Inderjit Kaur (Convener) *Inderjit Kaur*
- Dr. Greetanjali Arora *Greetanjali*
- Dr. Balwinder Kaur *Balwinder*
- Prof. Karamdeep Kaur *Karamdeep*
- Prof. Bhagwant Kaur *Bhagwant*
- Prof. Anurag Kaur *Anurag*

18. College Website & Facebook Update Committee

- Prof. Jaspreet Kaur
- Prof. Ramanpreet Kaur

19. College Magazine Editorial Board

- Dr. Gagandeep Dharni (Chief Editor)
- Prof. Ramanpreet Kaur (Pictorial Editor)

20. Career Counseling Guidance & Placement Cell

- Prof. Ashwani Jain (Convener)
- Prof. Harwinder Kaur (Co-Convener)
- Prof. Karamdeep Kaur
- Prof. Ramanpreet Kaur

All the Committee members are require to compile and maintain (both hard copy & soft copy) regd. Carrier Counseling/ Lectures/ Activities/ Placement Drive etc.

21. College Canteen Committee

- Prof. Harwinder Kaur
- Prof. Ashish Kumar
- Prof. Paramdeep Singh

22. Centre Students Association(CSA) & Discipline Committee

- Prof. Inderjit Kaur
- Prof. Harwinder Kaur
- Prof. Hardeep Kaur
- NCC Cadets + CSA Students

23. Decoration & Seating Arrangement Committee

- Dr. Navdip Kaur (Convener)
- Prof. Inderjit Kaur
- Dr. Balwinder Kaur
- Dr. Kuljit Kaur
- Prof. Neeru Bala
- Prof. Paramdeep Singh
- Prof. Bhagwant Kaur
- Mrs. Satinder Kaur (LA)

24. Examination Committee / Daily Absentees of the students, Mark-Sheets of House Examinations, Record of Students not Clearing University Conditions, Subject Wise list of Students.

- Dr. Navdip Kaur (Registrar)
- Prof. Ashwani Jain (Asst. Registrar & Nodal Officer for DMC)
- Prof. Ashish Kumar (Compt. & Re-evaluation Forms)
- Prof. Rajni (Uni-Results Teacher Wise)
- Ms. Rajni (Results, DMC & Degrees)
- Mrs. Satinder Kaur- B.A I, II, III and All PG Classes
- Mrs. Rama Makkar- B.Com I, II, III and B.Sc I, II, III
- Mr. Jagraj Singh- B.A/ B.Sc B.Ed I, II, III & IV, BCA I, II, III & PGDCA

25. Equal Opportunity/Internal Committee for Disabled/Differently abled students

- Prof. Roopa Kaur Rai
- Dr. Mahipal Dutt

26. Environment Lecture/ Environmental Audit/ Energy Audit/ Green Audit/ Water Audit Committee

- Dr. Iqbaljit Kaur (Convener)
- Prof. Gagandeep Aulakh
- Dr. Amandeep Kaur
- Prof. Ashish Kumar

27. Formation of Sections of all classes

- Prof. Ashwani Jain
- Ms. Rajni (Clerk)

28. Gurudwara Committee

- Dr. Geetanjali Arora (Convener)
- Prof. Hardeep Kaur
- Prof. Karamdeep Kaur
- Prof. Paramdeep Singh
- Mrs. Satinder Kaur (LA)
- Mrs. Amandeep Kaur (Lib. Res.)

29. Grievance Redressal, Anti Ragging & Women Harassment Committee

- Dr. Navdip Kaur (Convener)
- Dr. Gagandeep Dharni
- Prof. Inderjit Kaur
- Prof. Puneet Wadhwa
- Prof. Ashwani Jain
- Prof. Karamdeep Kaur
- Prof. Ramanpreet Kaur

30. Hospitality Committee

- Dr. Navdip Kaur (Convener)
- Dr. Gagandeep Dharni (Co-Convener)
- Dr. Parmjit Kaur
- Prof. Hardeep Kaur
- Dr. Jasdeep Kaur
- Mrs. Satinder Kaur
- Mrs. Amandeep Kaur (Lib Res)

31. Hostel Committee

- Dr. Iqbaljit Kaur (Convener)
- Dr. Parmjit Kaur (Co-Convener)
- Prof. Hardeep Kaur
- Dr. Kuljit Kaur
- Mrs. Satinder Kaur (LA)
- Ms. Rama Makkar (LA)
- S. Jagraj Singh (LA)

32. Help Line Desk Committee

- Dr. Navdip Kaur (Arts)
- Prof. Inderjit Kaur (Arts)
- Dr. Jasdeep Kaur (Arts)
- Prof. Harwinder Kaur (Commerce)
- Prof. Puneet Wadhwa (Computer)
- Prof. Gagandeep Aulakh (Science)
- Prof. Ashwani Jain (Science)
- Dr. Parmjit Kaur (Education)
- Dr. Mahipal Dutt (Librarian)

33. IQAC Committee

- Prof. Roopa Kaur Rai (Convener)
- Prof. Puneet Wadhwa (Co-Convener)
- Dr. Navdip Kaur
- Dr. Iqbaljit Kaur
- Dr. Gagandeep Dharni
- Prof. Harpreet Kaur
- Prof. Inderjit Kaur
- Prof. Rajni
- Dr. Jasdeep Kaur
- Dr. Parmjit Kaur

39. Medical Aid & Red Cross Committee

- Dr. Iqbaljit Kaur
- Prof. Gagandeep Aulakh
- S. Jagraj Singh (LA)

34. Invitation Committee

- Teacher In-Charge of concerned Function
- Mrs. Baldev Kaur Mann (Off. Supdt.)

40. Maintenance of Notice Boards/ Name Plates/ Other boards etc.

- Dr. Kuljit Kaur
- Prof. Ashish Kumar
- Dr. Mahipal Dutt

35. Incharge College Equipments

- Mrs. Baldev Kaur Mann- Administration Office
- Prof. Puneet Wadhwa- Library Equipments & Laptops, Principal Office, LCD, TV Sets, Computer Labs Equipments (4-6)
- Prof. Ramanpreet Kaur- Smart Boards
- Prof. Jaspreet Kaur- Handy Camera, CCTV Cameras, Lab Equipments (1-3)
- Prof. Gagandeep Aulakh & S. Jagraj Singh- (Air Conditioners, Water Purifiers, Generator, All Electrical & Water Equipments, Water Dispensers, Water Coolers, Tube Lights, Bulbs, Sound System, Submersible Motor and Water Taps)
- Mr. Jagraj Singh- To help the above Incharges

41. Morning Assembly/ Staff/ Students Attendance and Address by Teachers

- Dr. Navdip Kaur (Convener)
- Prof. Inderjit Kaur (Co-Convener)
- Dr. Geetanjali Arora (Prayer, Harmonium)
- Prof. Karamdeep Kaur- Schedule of Presentation
- Prof. Jaspreet Kaur- Projector Setting
- Mrs. Satinder Kaur- Staff Attendance
- S. Jagraj-Singh - Mike Setting
- Mrs. Rama Makkar- Daily Teacher Attendance

36. Landscaping & Maintenance of College Campus

- Prof. Ashish Kumar
- Prof. Paramdeep Singh
- Sh. Salig Ram
- S. Gurbinder Singh
- Sh. Rajnish Kumar

42. NAAC/Steering Committee

- Prof. Roopa Kaur Rai (Coordinator)
- Prof. Puneet Wadhwa (Co-Cordinator)
- Dr. Navdip Kaur
- Dr. Iqbaljit Kaur
- Dr. Gagandeep Dharni
- Prof. Jaspreet Kaur
- Prof. Ramanpreet Kaur

37. Leave to Students Committee

- Dr. Navdip Kaur- Arts Students
- Dr. Iqbaljit Kaur- Science Students
- Prof. Harwinder Kaur- Commerce Students
- Prof. Jaspreet Kaur- Computer Students
- All HOD's- Concerned PG Classes
- Mrs. Baldev Kaur Mann & Mr. Sanjay Kumar- Maintenance of all leaves of students

Criteria 1

- Dr. Iqbaljit Kaur
- Prof. Hardeep Kaur
- Dr. Kuljit Kaur
- Dr. Amandeep Kaur

Criteria 2

- Dr. Navdip Kaur
- Prof. Rajni
- Dr. Jasdeep Kaur
- Dr. Geetanjali Arora
- Dr. Parmjit Kaur

Criteria 3

- Dr. Gagandeep Dharni
- Dr. Balwinder Kaur
- Prof. Ashwani Jain
- Prof. Ashish Kumar

Criteria 4

- Prof. Puneet Wadhwa
- Prof. Gagandeep Aulakh
- Prof. Karamdeep Kaur

38. Library Committee

- Dr. Mahipal Dutt (Convener)
- Prof. Harwinder Kaur
- Dr. Jasdeep Kaur
- Dr. Parmjit Kaur
- Dr. Amandeep Kaur

Criteria 5

- Prof. Roopa Kaur Rai
- Prof. Inderjit Kaur
- Prof. Harwinder Kaur
- Prof. Paramdeep Singh
- Dr. Mahipal Dutt

Criteria 6

- Prof. Harpreet Kaur
- Prof. Neeru Bala
- Prof. Ramanpreet Kaur
- Prof. Bhagwant Kaur

Criteria 7

- Prof. Roopa Kaur Rai
- Prof. Neeru Bala
- Prof. Jaspreet Kaur

43. National Council for Teacher Education

(NCTE) Committee

- Prof. Puneet Wadhwa
- Dr. Parmjit Kaur
- Prof. Bhagwant Kaur
- Mrs. Baldev Kaur Mann (Off. Supdt.)
- Mr. Sanjay Kumar (Clerk)

44. NCC Committee

- Prof. Harwinder Kaur (Incharge)
- Prof. Hardeep Kaur (Caretaker)
- Mrs. Baldev Kaur Mann, Off. Supdt.
- Mr. Pirtpal Singh, Clerk

45. New Courses Committee (UGC & PU Chd)

- Prof. Puneet Wadhwa, Convener
- Dr. Parmjit Kaur
- Prof. Bhagwant Kaur
- Prof. Karamdeep Kaur
- Mrs. Baldev Kaur Mann
- Mr. Pirtpal Singh

46. NSS Committee

- Dr. Balwinder Kaur- 1st Unit
- Prof. Karamdeep Kaur - 2nd Unit
- Prof. Ashish Kumar - 3rd Unit

47. Parent Teacher Association

- Dr. Iqbaljit Kaur (Convener)
- Dr. Gagandeep Dharni
- Dr. Balwinder Kaur
- Prof. Neeru Bala

48. PAR Committee

- Prof. Puneet Wadhwa
- Dr. Parmjit Kaur
- Prof. Bhagwant Kaur
- Mr. Sanjay Kumar (Clerk)

49. Photography and Videography Committee along with one students from each stream

- Prof. Ramanpreet Kaur (Computer)
- Prof. Harwinder Kaur (Commerce)
- Prof. Karamdeep Kaur (NSS)
- Dr. Amandeep Kaur (Science)
- Dr. Kuljit Kaur (Arts)
- Dr. Mahipal Dutt for Photographs record in Library.

50. Picnic and Tours Committee

- Prof. Inderjit Kaur (Convener)
- Prof. Hardeep Kaur
- Dr. Kuljit Kaur
- Prof. Bhagwant Kaur
- Dr. Mahipal Dutt

51. Press, Annual Report & News Letter Committee

- Dr. Gagandeep Dharni (Incharge English)
- Prof. Roopa Kaur Rai (English)
- Prof. Inderjit Kaur (Incharge Punjabi)
- Dr. Balwinder Kaur (Punjabi)
- Prof. Ramanpreet Kaur
- Mr. Mahipal Dutt (To maintain record of all activities)
- Mrs. Baldev Kaur Mann (To Send all the news)
- S. Jagraj Singh (Typing)

52. Proctorial Committee

- Dr. Gagandeep Dharni
- Dr. Jasdeep Kaur
- Prof. Rajni

53. Prospectus Committee

- Dr. Navdip Kaur (Convener)
- Dr. Balwinder Kaur
- Prof. Jaspreet Kaur
- Mrs. Baldev Kaur Mann
- Mr. Pirtpal Singh

54. Purchasing Committee

- Dr. Navdip Kaur (Convener)
- Dr. Iqbaljit Kaur (Co-Convener)
- Prof. Gagandeep Aulakh
- Prof. Inderjit Kaur
- Prof. Puneet Wadhwa

55. Reception Committee

- Dr. Navdip Kaur
- Dr. Iqbaljit Kaur
- Dr. Iqbaljit Kaur
- Dr. Gagandeep Dharni
- Prof. Roopa Kaur Rai
- Prof. Harpreet Kaur
- Prof. Inderjit Kaur

56. Red Ribbon Club

- Dr. Iqbaljit Kaur (Convener)
- Dr. Amandeep Kaur

57. Research & Development Committee

- Dr. Navdip Kaur (Convener)
- Dr. Iqbaljit Kaur (Co-Convener)
- Dr. Gagandeep Dharni
- Prof. Puneet Wadhwa
- Dr. Balwinder Kaur
- Dr. Kuljit Kaur
- Dr. Jasdeep Kaur
- Dr. Amandeep Kaur
- Dr. Geetanjali Arora
- Prof. Ramanpreet Kaur
- Dr. Parmjit Kaur
- Dr. Mahipal Dutt

58. Scholarships Committee

- Dr. Jasdeep Kaur (Overall Incharge of all Scholarships & Nodal Officer SC/OBC)
- Prof. Ashish Kumar (Minorities, University & UGC)
- Prof. Ramanpreet Kaur (SHDF Scholarship)
- Prof. Paramdeep Singh (Sports)
- Mrs. Baldev Kaur Mann
- Mr. Sanjay Kumar
- Mr. Pirtpal Singh

59. Societies and Clubs

- Prof. Inderjit Kaur- Punjabi Sahit Sabha
- Dr. Gagandeep Dharni- English Literary Society
- Dr. Navdip Kaur- Social Science Forum
- Prof. Harwinder Kaur- Commerce Society
- Dr. Iqbaljit Kaur- Gyan & Vigyan Society
- Prof. Puneet Wadhwa- Computer Science Society

60. Sports Committee

- Prof. Paramdeep Singh (Convener)
- Prof. Ashish Kumar
- Prof. Bhagwant Kaur
- Sh. Raja Ram

61. Student Aid Fund/Scholarship/ Fee Concession Committee

- Dr. Navdip Kaur (Convener)
- Dr. Iqbaljit Kaur (Co-Convener)
- Dr. Gagandeep Dharni
- Prof. Inderjit Kaur
- Prof. Harwinder Kaur
- Mrs. Baldev Kaur Mann

62. Student Welfare Committee

- Prof. Inderjit Kaur (Convener)
- Prof. Roopa Kaur Rai
- Dr. Jasdeep Kaur
- Prof. Karamdeep Kaur

63. Student without uniform checking during & after prayer time and fine

- Prof. Neeru Bala (Inside Guru Nanak Bhawan)
- Dr. Kuljit Kaur (Outside Guru Nanak Bhawan and in Class Rooms)
- Mrs. Rama Makkar (Ground Floor)
- Mrs. Satinder Kaur (First Floor)

A consolidated list of students without uniform should be countersigned and submitted to Office Superintendent by Prof. Harwinder Kaur daily.

64. Switching off Fans, Bulbs & Complete Locking

- Mrs. Amandeep Kaur- Main & PG Library
- Mr. Katar Singh- First Floor All Over
- Smt. Kuldeep Kaur- Ground Floor All Over

65. Syllabus Committee

- Dr. Gagandeep Dharni
- Dr. Kuljit Kaur
- Dr. Mahipal Dutt, Librarian

66. Time Table Committee

- Dr. Jasdeep Kaur
- Prof. Rajni
- Mr. Pirtpal Singh, Clerk

67. Transport Committee

- Mr. Jagmohan Singh (Convener)
- Prof. Gagandeep Aulakh (Co-Convener)
- Prof. Ashwani Jain- All bills related to Transport
- Prof. Harwinder Kaur

68. UGC Committee

- Dr. Navdip Kaur (Convener)
- Prof. Puneet Wadhwa (Co-Convener)
- Dr. Jasdeep Kaur
- Mrs. Baldev Kaur Mann
- Mr. Sanjay Kumar

Note: All the Staff Members are required to note all the duties and put signatures in front of his/her name. It is also informed you that all the staff members will perform his/her duty with full responsibility and in time. Undersigned will not remind any duty to anyone.

Principal
Khanna College for Women
Sidhwan Khurd (Ludhiana)
10/8/2020

Khalsa College for Women, Sidhwan Khurd (Ludhiana)

Agenda

IQAC Meeting

August 26,2022

Criterion I:-

1. To analyze feedback of stakeholders and prepare action taken report.

Criterion II:-

1. To conduct Induction cum orientation programme for students.

Criterion III:-

1. To apply for seminars sponsored by ICSSR and CDC Panjab University, Chandigarh.
2. Organizing extension activities through NSS Units, NCC Unit, Red Ribbon Club and Red Cross Society.
3. To organize lecture on entrepreneurship.

Criterion IV:-

1. To undertake infrastructural augmentation and repair.

Criterion V:-

1. To organize Teej Festival and Talent Hunt in collaboration with Sikh Girls Senior Secondary School and hold Business Fest.
2. To constitute CSA and select student representatives to various other academic bodies.
3. To organize capacity enhancement events.

Criterion VI:-

1. To make preparations for NAAC Peer Team visit.
2. To upload AQAR for the session 2021-22.

Criterion VII:-

1. To celebrate days of National and International importance.

Handwritten initials

Nandje Ka
Principal
Khalsa College for Women,
Sidhwan Khurd (Ludhiana)

Minutes of IQAC Meeting

August 26, 2021

Criterion I:-

Agenda I :- To analyze feedback from stakeholders and prepare action taken report for the session 2021-22.

Agenda Resolved :- It was suggested that feedback can be collected through both modes i.e. online & offline.

Criterion II:-

Agenda II :- To conduct induction cum orientation programme for students.

Agenda Resolved :- Morning assembly incharge teachers will organize event.

Criterion III:-

Agenda III :- To apply for ICSSR & CDC, Panjab University, Chandigarh sponsored seminars notified by the University.

Agenda Resolved:- Social Sciences Forum and PG Department of English will apply for the seminars.

Agenda IV :- Organizing extension activities through NSS Units, NCC, Red Ribbon Club and Red Cross Society.

Agenda Resolved :- It was suggested that above units, societies and clubs will organize extension activities .

Agenda V :- Organize Lecture on entrepreneurship.

Agenda Resolved:- It was suggested that criterion III incharges will organize lecture.

Criterion IV:-

Agenda VI:- To undertake infrastructural augmentation and repair.

Agenda Resolved :- It was suggested that criterion IV incharge will take care of it.

Criterion V:-

Agenda VII :- To organize Teej Festival and Talent Hunt in collaboration with Sikh Girls Senior Secondary School and hold business fest.

Agenda Resolved:-It was resolved by assigning the duty to cultural committee.

Agenda VIII :- To constitute CSA and select student representatives to various other administrative and academic bodies.

Agenda Resolved:- It was resolved by giving duty to CSA committee.

Agenda IX :- To organize Capacity Enhancement events.

Agenda Resolved:- Criterion V incharge will do the duty.

Criterion VI:-

Agenda X :- To make preparation for NAAC Peer Team Visit.

Agenda Resolved :- IQAC and Advisory Committee will chalk out the plan under the guidance of the college Principal.


Agenda XI :- To upload AQAR for the session 2021-22.

Agenda Resolved :- IQAC will do the duty.

Criterion VII:-




Agenda XII :- To celebrate days of National and International importance.

Agenda Resolved:- Criterion VII incharge will do the duty.



Principal,
Khalsa College for Women,
Sidhwan Khurd (Ludhiana)

Khalsa College For Women , Sidhwan Khurd (Ludhiana)
Programme of Action
IQAC Meeting August 26, 2022

Sr.No.	Agenda Points	Teacher Incharge/Task Assigned	Signature of The Teacher Incharge
1.	Criterion I		
	To analyze feedback from stakeholders and prepare action taken report for the session 2021-22.	Dr. Iqbaljit Kaur Dr. Amandeep Kaur Dr.Kuljit Kaur Prof. Hardeep Kaur	 
2.	Criterion II		
	To conduct Induction cum orientation programme for students.	Prof.Inderjit Kaur	
3.	Criterion III		

	<ul style="list-style-type: none"> • To apply for ICSSR and CDC Panjab University, Chandigarh sponsored seminars notified by the university. • Organizing extension activities through NSS Units, NCC, Red Ribbon Club and Red Cross Society. • Organize lecture on entrepreneurship. 	<p>Dr.Gagandeep Dharni Dr.Jasdeep Kaur</p> <p>Dr.Balwinder Kaur Prof.Karamdeep Kaur Prof.Ashish Kumar Dr.Amandeep Kaur</p> <p>Prof.Ashwani Jain</p>	<p><i>Jasdeep</i></p> <p><i>Balwinder Kaur</i></p> <p><i>Ashish Jain</i></p>
4.	Criterion IV		
	To undertake infrastructural augmentation and repair.	<p>Prof. Puneet Wadhwa Prof.Gagandeep Aulakh Prof.Karamdeep Kaur</p>	<p><i>Puneet Wadhwa</i></p> <p><i>Gagandeep Aulakh</i></p> <p><i>Karamdeep</i></p>

5.	Criterion V		
	<ul style="list-style-type: none"> • To organize Teej Festival and Talent Hunt in collaboration with Sikh Girls Senior Secondary School and hold Business Fest. • To constitute CSA and select student representatives to various other administrative and academic bodies. • To organize capacity enhancement events. 	<p>Dr. Gagandeep Dharni Prof. Inderjit Kaur</p> <p>Prof. Inderjit Kaur</p> <p>Prof. Roopa Kaur Rai Prof. Inderjit Kaur Prof. Harwinder Kaur Dr. Paramdeep Singh</p>	<p><i>Inderjit Kaur</i></p> <p><i>Inderjit Kaur</i></p> <p><i>Inderjit Kaur</i> <i>ML</i> <i>Don</i></p>

6.	Criterion VI		
	<ul style="list-style-type: none"> To make preparations for NAAC Peer Team visit. To upload AQAR for the session 2021-22. 	<p>Prof.Roopa Kaur Rai Prof.Puneet Wadhwa</p> <p>Prof.Roopa Kaur Rai Prof.Puneet Wadhwa</p>	<p><i>[Signature]</i> <i>[Signature]</i></p> <p><i>[Signature]</i> <i>[Signature]</i></p>
7.	Criterion VII		
	<ul style="list-style-type: none"> To celebrate days of National and International importance. 	<p>Dr.Balwinder Kaur Prof. Karamdeep Kaur Dr.Amandeep Kaur</p>	<p><i>[Signature]</i> <i>[Signature]</i> <i>[Signature]</i></p>

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Principal,
Khalsa College for Women,
Sidhwan Khurd (Ludhiana)

Khalsa College for Women, Sidhwan Khurd (Ludhiana)

IQAC Meeting (August 26,2022)

Action Taken Report

Criterion I:-

Agenda 1.1: To analyze feedback of stakeholders and prepare action taken report.

- **Action Taken:** Structured feedback from stakeholders was collected, analysed and action taken report is available on college website.

Criterion II:-

Agenda 2.1: To conduct Induction cum orientation programme for students.

- **Action Taken:** Induction cum Orientation programme was held on September 1, 2022 in the Morning Assembly.

Criterion III:-

Agenda 3.1: To apply for seminars sponsored by ICSSR and CDC Panjab University, Chandigarh.

- **Action Taken:** On February 15, 2023, Post Graduate Department of English organized One Day National Seminar on 'Emerging Trends in Gender Sensitization'.

Agenda 3.2: Organizing extension activities through NSS Units, NCC Unit, Red Ribbon Club and Red Cross Society.

➤ **Action Taken:**

- 14 activities were conducted by the NSS units at the institutional level and in collaboration with various government and non-government agencies.
- NCC units conducted 8 activities at the college level and in collaboration with various government and non-government agencies.
- 5 activities were conducted by the NSS units at the institutional level and in collaboration with various government and non-government agencies

Agenda 3.3: To organize lecture on entrepreneurship.



- **Action Taken:** On November 16, 2022, Miss Megha from HDFC Bank, Dholewal Branch, Ludhiana enlightened the staff and students on “Cyber Fraud and Crime”.

Criterion IV:-

Agenda 4.1: To undertake infrastructural augmentation and repair.

- **Action Taken:** New Cameras were purchased and installed, ACs for Guru Nanak Bhawan were purchased and installed. Disfunctional UPS batteries of computers were replaced with the new ones; fire extinguishers were purchased and installed. Repair and whitewashing of the college building was done.

Criterion V:-

Agenda 5.1: To organize Teej Festival and Talent Hunt in collaboration with Sikh Girls Senior Secondary School and hold Business Fest.

- **Action Taken:** Teej Festival and Talent Hunt was organised on September 3, 2022 in collaboration with Sikh Girls Senior Secondary School and stalls of eatables, Mehandi, Nail Art and readymade Punjabi suits were put up.

Agenda 5.2: To constitute CSA and select student representatives to various other academic bodies.

- **Action Taken:** CSA was constituted and student representatives were selected in various clubs, societies and forums.

Agenda 5.3: To organize capacity enhancement events.

- **Action Taken:** The institution organized following Capacity Enhancement Programmes to enhance the skills of students:

Name of the course	Duration	No. of students participated
Fitness with Yoga and Recreational Sports Activities	March 01-31, 2023	22
Music Motives	March 03-31, 2023	23
E-Designing and Editing	April 02-24, 2023	09
Art and Craft	April 03-30, 2023	10



Criterion VI:-

Agenda 6.1: To make preparations for NAAC Peer Team visit.

- **Action Taken:** IQAC and Advisory Committee made necessary preparations for the visit of NAAC peer team on October 13-14, 2022.

Agenda 6.2: To upload AQAR for the session 2021-22.

- **Action Taken:** IQAC uploaded the AQAR on December 20, 2022.


Criterion VII:-


Agenda 7.1: To celebrate days of National and International importance.

- **Action Taken:**

Following important National and International days were celebrated in the college:

Particulars	Duration
Azadi ka Amrit Mahotsav	August 15, 2022
Swacchta Pakhwara	August 1-15, 2022
5th Rashtriya Poshan Maah	September 1-30, 2022
Teachers' Day	September 5, 2022
World Ozone Day	September 19, 2022
NSS Day	September 24, 2022
National Unity Day	October 31, 2022
Indian Constitution Day	November 26, 2022
AIDS Days	December 1, 2022
Armed Forces Flag Day	December 7, 2022
International Human Rights Day	December 10, 2022
National Youth Day	January 12, 2023
13th National Voters Day	January 25, 2023
International Mother Tongue Day	February 21, 2023
International Womens' Day	March 08, 2023
International Yoga Day	June 21, 2023




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Khalsa College for Women, Sidhwan Khurd (Ludhiana)

Agenda

IQAC Meeting

March 11,2023

Criterion I:-

1. Preparation and uploading of online feedback forms for students, teachers, alumni and employers.
2. Organizing Value Added Certificate Courses (more than 30 contact hours)

Criterion II:-

1. To organize educational trip for students.
2. To organize industrial visit for Commerce students.
3. To hold convocation.
4. To conduct rigorous canvassing for increasing the strength of students.

Criterion III:-

1. Performance of Nukkad Natak at Sidhwan Khurd village to convey the message of brain drain.
2. To organize seminar/ workshop on IPR.

Criterion IV:-

1. To conduct Physical Audit.

Criterion V:-

1. To organize Capacity Enhancement Programmes.
2. To organize Career Guidance and Counselling Seminar.
3. To provide fee concession to meritorious and needy students.
4. To organize Welcome cum Farewell Party for students.

Criterion VI:-



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1. Organizing workshop for teaching faculty.

Criterion VII:-

1. To conduct community outreach for girl students of neighboring villages.
2. To celebrate Holi, Womens's Day, Martyrdom Day of Shaheed Bhagat Singh, World Earth Day, Baisakhi , English Language Day, Jallianwala Bagh Massacre.



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Minutes of IQAC Meeting

March 11, 2023

Criterion I:-

Agenda-I :-

Preparation and uploading of online feedback forms for students, teachers, alumni & employers.

Agenda Resolved :- It was suggested that feedback can be collected through both modes i.e. online & offline and duties will be assigned for the same.

Agenda II:- Organizing value added certificate courses.
(more than 30 contact hours)

Agenda Resolved:- It was resolved that certificates can be given if the course is planned, taught & skill is given only at the college level and teachers will be given the task of planning the courses.

Criterion II:-

Agenda III :- To organize educational trip.

Agenda Resolved :- Trips and tours committee will be assigned duties to organize the trip.

Agenda IV :- To organize industrial visit for commerce students.

Agenda Resolved :- It was recommended that P.G. Department of Commerce should arrange the industrial visit.

Agenda V :- To organise convocation.

Agenda Resolved:- It was recommended that examination committee should prepare the list of students and arrange for the convocation.

Agenda VI :- To conduct rigorous canvassing for increasing the strength of students.

Agenda Resolved :- It was recommended that an admission committee should be constituted and catchment areas should be allocated to the teachers and rigorous of canvassing should be started.

Criterion III:-

Agenda VII :- Performance of Nukkad Natak to convey the message of brain drain at Sidhwan Khurd village.

Agenda Resolved :- It was resolved that it should be done at college level and NSS Units & Red Ribbon club should be encouraged to do so.

Agenda VIII :- To organize seminar/ workshop on IPR.

Agenda Resolved :- It was suggested to organize at college level.

Criterion IV:-

Agenda IX :- To conduct Physical Audit.

Agenda Resolved :- It was recommended to assign the duty to conduct physical audit to the stock checking committee.

Agenda X :- To conduct capacity building programmes.

Agenda Resolved :- It was recommended :-

- . Knowledge enhancing training from industry be provided.
- . Skill enhancement training to be given.
- . IBM or such companies should be contacted.

Criterion V:-

Agenda XI :- To organise career guidance and counseling seminar.

Agenda Resolved :- It was recommended that IQAC and career guidance cell should be assigned duty to organise seminar.

Agenda XII :- To provide fee concession to meritorious and needy students.

Agenda Resolved :- Fee concession committee to assign the duty to prepare a list of meritorious and needy students and prepare a criterion for fee concession.

Agenda XIII :- To organise welcome cum farewell party for students.

Agenda Resolved :- It was recommended to do it at college level.

Criterion VI:-

Agenda XIV :- Organise Workshop for teaching faculty.

Agenda Resolved :- IQAC Coordinator should arrange and do it at college level.

Criterion VII:-

Agenda XV :- To conduct community outreach for girl students of neighbouring village.

Agenda Resolved :- Admission Committee should be assigned duty and no fee should be charged for the courses.

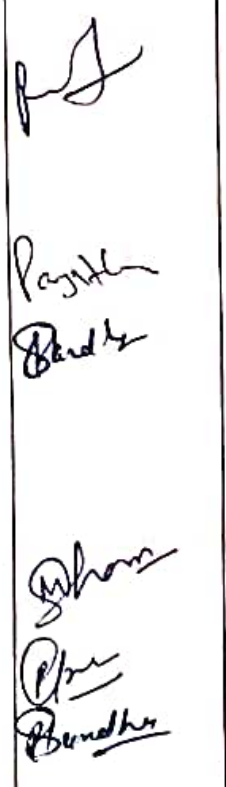
Agenda XVI :- To celebrate Holi, Women's Day, Martyrdom of Shaheed Bhagat Singh, World Earth Day, Baisakhi, English Language Day, Jallianwala Bagh Massacre.

Agenda Resolved :- To do at college Level.

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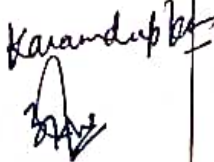

Khalsa College For Women , Sidhwan Khurd (Ludhiana)
Programme of Action
IQAC Meeting March 11, 2023




Sr.No.	Agenda Points	Teacher Incharge/Task Assigned	Signature of The Teacher Incharge
1.	Criterion I		
	<ul style="list-style-type: none"> • Preparation and uploading of online feedback forms for students, teachers, alumni and employers. • Organizing Value Added Certificate Courses (more than 30 contact hours). 	<p>Prof.Roopa Kaur Rai Prof.Harpreet Kaur (Commerce) Dr.Paramjit Kaur Prof. Harpreet Kaur (Computer)</p> <p>Dr. Mahipal Dutt Prof. Ramanpreet Kaur Prof.Harpreet Kaur</p>	


2.	Criterion II		
	<ul style="list-style-type: none"> To organize educational trip for students. 	Prof. Inderjit Kaur Dr. Mahipal Dutt	Inderjit Kaur Dutt
	<ul style="list-style-type: none"> To organize industrial visit for commerce students. 	Prof. Harwinder Kaur Prof. Harjit Kaur Prof. Harpreet Kaur	Harwinder Harjit Harpreet
	<ul style="list-style-type: none"> To hold convocation. 	Dr. Navdip Kaur Prof. Ashwani Jain	Navdip Ashwani Jain
	<ul style="list-style-type: none"> To conduct rigorous canvassing for increasing the strength of students. 	Dr. Jasdeep Kaur Prof. Karamdeep Kaur Prof. Ashish Kumar	Jasdeep Karamdeep Ashish

3.	Criterion III		
	<ul style="list-style-type: none"> • Performance of Nukkad Natak at Sidhwan Khurd village to convey the message of brain drain. • To organize seminar/workshop on IPR. 	<p>Prof. Karamdeep Kaur Prof. Gurjit Singh Prof. Nidhi Chopra</p> <p>Dr. Gagandeep Dharni Prof. Inderjit Kaur Prof. Jyoti</p>	<p><i>Karamdeep Kaur</i> <i>Gurjit Singh</i> <i>Nidhi</i></p> <p><i>Dr. Dharni</i> <i>Inderjit</i> <i>Jyoti</i></p>
4.	Criterion IV		
	<ul style="list-style-type: none"> • To conduct Physical Audit. 	<p>Prof. Puneet Wadhwa Prof. Jaspreet Kaur Prof. Gagandeep Singh</p>	<p><i>Puneet</i> <i>Jaspreet</i> <i>Gagandeep</i></p>
5.	Criterion V		

	<ul style="list-style-type: none"> To organize Capacity Enhancement Programmes. 	<p>Dr. Geetanjali Arora Prof. Jaspreet Kaur (Comp.) Dr. Paramdeep Singh Prof. Avneet Kaur</p>	<p><i>[Handwritten signatures]</i> <i>[Handwritten signatures]</i> <i>[Handwritten signature]</i></p>
	<ul style="list-style-type: none"> To organize Career Guidance and Counselling Seminar. 	<p>Prof. Roopa Kaur Rai Prof. Ashwani Jain Prof. Nidhi Chopra</p>	<p><i>[Handwritten signature]</i> <i>[Handwritten signature]</i> <i>[Handwritten signature]</i></p>
	<ul style="list-style-type: none"> To provide fee concession to meritorious and needy students. 	<p>Dr. Navdip Kaur Dr. Iqbaljit Kaur Dr. Gagandeep Dharni Prof. Inderjit Kaur Prof. Harwinder Kaur Mrs. Baldev Kaur Mann</p>	<p><i>[Handwritten signature]</i> <i>[Handwritten signature]</i> <i>[Handwritten signature]</i> <i>[Handwritten signature]</i> <i>[Handwritten signature]</i></p>
	<ul style="list-style-type: none"> To organize Welcome cum Farewell Party for students. 	<p>Dr. Gagandeep Dharni Prof. Inderjit Kaur Prof. Karamdeep Kaur</p>	<p><i>[Handwritten signature]</i> <i>[Handwritten signature]</i> <i>[Handwritten signature]</i></p>

6.	Criterion VI		
	<ul style="list-style-type: none"> Organizing workshop for teaching faculty. 	Dr.Gagandeep Dharni Prof.Roopaa Kaur Rai	
7.	Criterion VII		
	<ul style="list-style-type: none"> To conduct community outreach for girl students of neighboring villages. To celebrate Holi, Women's Day Martyrdom Day of Shaheed 	Dr. Gagandeep Dharni Dr.Geetanjali Arora Dr.Jasdeep Kaur Prof. Karamdeep Kaur Prof.Ashish Kumar Dr.Navdip Kaur	  

	<p>Bhagat Singh</p> <ul style="list-style-type: none"> • World Earth Day • Baisakhi and Jallianwala Bagh Massacre • English Language Day 	<p>Dr.Amandeep Kaur</p> <p>Dr.Navdip Kaur Prof.Hardeep Kaur</p> <p>Dr.Gagandeep Dharni</p>	  
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Action Taken Report

IQAC Meeting (March 11, 2023)

Criterion I:-

Agenda 1.1: Preparation and uploading of online feedback forms for students, teachers, alumni and employers.

- **Action Taken:** Online feedback forms for all the stakeholders were prepared and uploaded.

Agenda 1.2: Organizing Value Added Certificate Courses (more than 30 contact hours)

- **Action Taken:** 3 Value Added Certificate Courses were introduced and 59 students successfully completed these courses and got certificates

Criterion II:-

Agenda 2.1: To organize educational trip for students.

- **Action Taken:** An educational trip was organized on March 17, 2023 to Pinjore Garden and Chaukhi Dhani, in which a total of 104 students participated.

Agenda 2.2: To organize industrial visit for Commerce students.

- **Action Taken:** Industrial visit was organized on April 17, 2023 in which 52 students participated

Agenda 2.3: To hold convocation.

- **Action Taken:** The convocation was held on March 30, 2023, in which 337 students received degrees.

Agenda 2.4: To conduct rigorous canvassing for increasing the strength of students.



- Action Taken: Teachers conducted canvassing in the neighboring areas and other districts and submitted reports.

Criterion III:-

Agenda 3.1: Performance of Nukkad Natak at Sidhwan Khurd village to convey the message of brain drain.

- Action Taken: Nukkad Natak was performed at Sidhwan Khurd village on April 20, 2023 in which 13 students participated.

Agenda 3.2: To organize seminar/ workshop on IPR.

- Action Taken: Extension Lecture on IPR was held on May 27, 2023. Students attended the lecture.

Criterion IV:-

Agenda 4.1: To conduct Physical Audit.

- Action taken: Physical Audit was conducted.

Criterion V:-

Agenda 5.1: To organize Capacity Enhancement Programmes.

- Action taken: Four Capacity Enhancement Programmes were organized. 64 students successfully completed the programmes and received certificates.

Agenda 5.2: To organize Career Guidance & Counseling Seminar.

- Action taken: A Career Guidance & Counseling Seminar was held on April 17, 2023 attended by 104 students and 30 faculty members.

Agenda 5.3: To provide fee concession to meritorious and needy students.

- Action taken: Fee concession to meritorious and needy students was provided worth more than Rs 1.25 Laacs upto May 25, 2023.

Agenda 5.4: To organize Welcome cum Farewell Party for students.

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- **Action taken:** Welcome cum Farewell Party for students was organized on April 29, 2023.

Criterion VI:-

Agenda 6.1: Organizing workshop for teaching faculty.

- **Action taken:** 7 Days Faculty Development Programme was held from April 21-29, 2023. Certificates were awarded to the faculty on successful completion of the programme.

Criterion VII:-

Agenda 7.1: To conduct community outreach for girl students of neighboring villages.


- **Action taken:** Short Term free of cost courses in Communicative English, Music and Fashion Designing were organized for girls from neighboring villages from May 02-31, 2023. A total of 41 participants successfully completed the courses.

Agenda 7.2: To celebrate Holi, Womens's Day, Martyrdom Day of Shaheed Bhagat Singh, World Earth Day, Baisakhi , English Language Day, Jallianwala Bagh Massacre.

➤ **Action taken:**

- Festival of Holi was celebrated by staff and students on March 08, 2023, and International Womens' Day was also celebrated on the same day i.e. on March 08, 2023,
- Martyrdom Day of S. Bhagat Singh was celebrated on March 23, 2023.
- On April 13, 2023, PG Department of History paid homage to the martyrs of Jallianwala Bagh Massacre
- On April 15, 2023, 'Poetical Recitation Competition' on the themes related to Baisakhi Festival, Jallianwala Bagh and various religio-moral topics were presented. Total 1.1 students participated in the competition.
- 2 Days event to celebrate 'English Language Day' were organized from April 19-20, 2023.
- World Earth Day was observed on April 20, 2023.




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Agenda

IQAC Meeting

May 25,2023

Creterion I:-

1. To conduct Entry Level Test and Aptitude Test for students of all classes.

Creterion II:-

1. To conduct Induction programme for first year students.

Creterion III:-

1. To frame Research Policy.

Creterion IV:-

1. To overhaul college website.

Creterion V:-

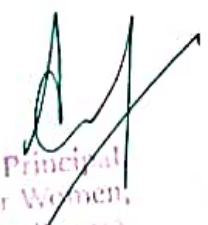
1. To conduct inauguration of session 2022-23.
2. To conduct Talent Hunt and Teej Festival.

Creterion VI:-

1. To reframe vision and mission of the college.

Creterion VII:-

- 1.To organize Yoga Day.


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Minutes of IQAC Meeting

25 May, 2023

Criterion I:-

Agenda I :- To conduct entry level test and aptitude test for fresh students of all streams.

Agenda Resolved :- The duty should be assigned to the teachers.

Criterion II:-

Agenda II :- To conduct induction programme for first year students of all streams.

Agenda Resolved :- The duty should be assigned to student Induction programme committee.

Criterion III:-

Agenda III :- To frame Research Policy.

Agenda Resolved :- IQAC and Research committee should be assigned the duty to frame research policy.

Criterion IV:-

Agenda IV :- To overhaul college website.

Agenda Resolved :- Website committee to update the website of the college.

Criterion V:-

Agenda V :- To conduct inauguration of Session 2022-23.

Agenda Resolved :- Gurudwara committee to do the needful.

Agenda VI :- To conduct Talent Hunt & Teej Festival.

Agenda Resolved :- Cultural Committee was assigned duty.

Criterion VI:-

Agenda VII :- To reframe vision and mission of the college.


Agenda Resolved :- IQAC will reframe vision & mission of the college on the guidelines of NAAC Peer Team.

Criterion VII:-



Agenda VIII :- To organise Yoga Day.




Agenda Resolved :- NSS units & Department of Physical Education will be assigned duty.


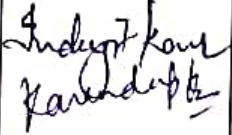
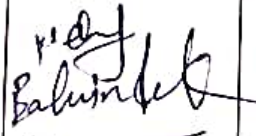

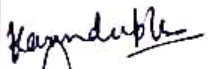


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Khalsa College For Women , Sidhwan Khurd (Ludhiana)
Programme of Action
IQAC Meeting May 25, 2023

Sr.No.	Agenda Points	Teacher Incharge/Task Assigned	Signature of Teacher Incharge
1.	Criterion I		
	To conduct Entry Level Test and Aptitude Test for fresh students of all streams.	Dr. Pramjit Kaur Prof. Ramanpreet Kaur	
2.	Criterion II		
	To conduct induction programme for first year students of all streams.	Dr. Jasdeep Kaur Dr. Mahipal Dutt	

3.	Criterion III		
	<ul style="list-style-type: none"> To frame Research policy. 	Dr.Navdip Kaur Prof.Roopaa Kaur Rai	
4.	Criterion IV		
	<ul style="list-style-type: none"> To overhaul college website. 	Prof.Puneet Wadhwa Prof.Ramanpreet Kaur	
5.	Criterion V		
	<ul style="list-style-type: none"> To conduct inauguration of session 2022-23. 	Dr.Geetanjali Arora Prof.Hardeep Kaur Prof.Karamdeep Kaur Dr.Paramdeep Singh Mrs.Amandeep Kaur (Lib. Restorer)	

	<ul style="list-style-type: none"> To conduct Talent Hunt and Teej Festival. 	<p>Dr.Gagandeep Dharni Prof.Inderjit Kaur Prof.Karamdeep Kaur</p>	 
6.	Criterion VI		
	<ul style="list-style-type: none"> To reframe vision and mission of the college. 	<p>Dr.Navdip Kaur Dr.Balwinder Kaur Dr.Amandeep Kaur</p>	 
7.	Criterion VII		
	<ul style="list-style-type: none"> To organize yoga day. 	<p>Prof.Karamdeep Prof.Ashish Kumar Dr.Paramdeep Singh</p>	  

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Khalsa College for Women, Sidhwan Khurd (Ludhiana)

IQAC Meeting (May 25, 2023)

Action Taken Report

Creterion I:-

Agenda 1.1: To conduct Entry Level Test and Aptitude Test for students of all classes.

- **Action Taken:** Entry level test and Aptitude Test of all First Year classed was conducted. As per the type of intelligence shown by individual students, they were motivated to attend suitable capacity building programmes, clubs/societies membership.

Creterion II:-

Agenda 2.1: To conduct Induction programme for first year students.

- **Action Taken:** 7 days induction programme for fresh students was held from August 2-9, 2023.

Creterion III:-

Agenda 3.1: To frame Research Policy.

- **Action Taken:** Research Policy was framed.

Creterion IV:-

Agenda 4.1: To overhaul college website.

- **Action Taken:** The process of improving college website was initiated.

Creterion V:-

Agenda 5.1: To conduct inauguration of session 2023-24.

- **Action Taken:** Inauguration of session 2023-24 was held on August 26, 2023.



Agenda 5.2: To conduct Talent Hunt and Teej Festival.

- **Action Taken:** Talent Hunt and Teej Festival were organized on August 17, 2023.

Creterion VI:-

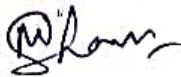
Agenda 6.1: To reframe vision and mission of the college.

- **Action Taken:** The vision and mission of the college was framed in the light of suggestions given by NAAC peer team.

Creterion VII:-

Agenda 7.1: To organize Yoga Day.

- **Action Taken:** Yoga Day camp was organized on June 21, 2023 in the college campus by NSS Units, Red Ribbon Club and Physical Education Department in collaboration with Ministry of Youth Affairs.



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