

B.S.K. College of Education (for women)

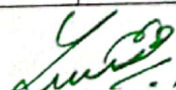
Mandi Dabwali

Minutes of IQAC Meeting I

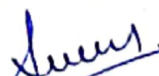
Date of meeting:- 04-08-2018 Time:- 10:00 a.m. Venue:- Principal Office

Sr. No.	Agenda	Plan of Action	Action Taken
1.	To prepare tentative plan of action including all the major events and activities to be organized under the session 2018-19 under the guidance of IQAC.	Incharges different cells and committees were directed to implement the tentative plan during the session.	All the major activities decided by the IQAC in the beginning of the session were printed in the form academic calendar and planning regarding the major celebrations was done.
2.	To celebrate the special days of national and inter-national importance as per schedule of academic calendar of session 2018-19.	All the incharges of cells, clubs and committees were instructed to plan for curricular as well as co-curricular activities to celebrate the special days of National and International importance during the session.	All the special days were celebrated under the guidance of principal as well as co-operation of faculty incharges. The pupil teachers participated in the activities organized as per schedule of academic calendar.
3.	To organize Talent-hunt programme as per directions of affiliating university CDLU, Sirsa.	Cultural Committee Incharge and members were given instructions to prepare the duty chart and organize the Talent Hunt Programme smoothly.	Talent Hunt Programme was conducted by organizing prescribed competitions on 15-10-2018 and 16-10-2018 in well arranged manner. The results of all the competitions were sent to the Youth Welfare Dept.,

			CDLU, Sirsa for distribution of prizes to the winners.
4.	To develop health consciousness and give directions to maintain good health of female students.	Extension lectures and other activities were discussed to plan to achieve the objective.	Blood Donation Day was celebrated on 1-10-18. Extension Lecture from expert Doctor of Max Hospital, Bathinda was organized on 19-12-18.
4.	To plan the schedule of Teaching Practice and internship in schools.	Teaching Practice incharge was given directions to prepare Teaching Practice schedule for the B.Ed. Ist Year.	Teaching practice was organised w.e.f. 15-11-18 to 14-12-18 and internship of B.Ed. IInd year already was scheduled w.e.f. 27-08-18 to 17-12-18.
5.	To develop college campus as the Plastic Free Campus as per directions of DGHE, Panchkula.	There was discussion to find the ways of making the college campus as Plastic Free Campus. Idea to ban the use of single use plastic in college and canteen was strengthened in the meeting.	For this objective, Plastic Free Campus- Shrm Daan Activity was organized w.e.f. 16-09-19 to 02-10-19. The Principal and faculty initiated a campaign to stop the single use plastic in the campus.
6.	To purchase new furniture as per requirements.	A discussion regarding the need and purchase of chairs was carried out.	An amount of Rs 22,000/- was spent to purchase the new furniture in this session.



Dr. Ponam Gupta  
Principal and Chairman IQAC



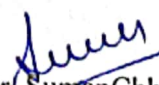
Dr. Suman Chhabra  
Co-ordinator IQAC

Minutes of IQAC Meeting II

Date of meeting:- 05-01-19 Time:- 12:00 Noon Venue:- Principal office

Sr. No.	Agenda	Plan of Action	Action Taken
1.	Update the library with new periodicals.	Library Committee was directed to make the list of required material in the library and purchase purchase new periodicals.	New periodicals and books were purchased for the library.
2.	To instruct the faculty to fill PBAS performa (ACRs) at the end of the session and submit to the IQAC Incharge.	Faculty was given instructions to complete their PBAS performa and submit to the Principal at the end of the session.	Faculty submitted the PBAS Performa (ACRs) at the end of the session.
3.	To take initiatives for developing legal awareness among the pupil teachers.	Legal Literacy Cell and Voters Club Incharge was given instructions to organize such activities for legal awareness among the pupil teachers.	National Voters Day was celebrated on 24-01-2019 and pledge was taken for right use of Right to Vote by the staff members and students.
4.	To prepare the AQAR of the session 2018-19.	IQAC Co-ordinator was given instructions to prepare the AQAR as per the data of the session 18-19.	AQAR of session 2018-19 was prepared on the old format and sent to the NAAC via email.
5.	To motivate the faculty for participation in required refresher courses and FDPs for promotion under CAS.	The faculty was instructed to participate in such courses during holidays and off days of the session.	Dr. Sushila Kumari participated in Refresher course organized by BPS Mahila Vishavidyalay w.e.f. 18-06-19 to 01-07-19.

  
Dr. Poonam Gupta  
Principal and Chairman IQAC

  
Dr. Suman Chhabra  
Co-ordinator IQAC