



S .D .College for Women Moga

3, Jawahar Nagar, Moga-142001

Email- [moga\\_sdcollge@yahoo.co.in](mailto:moga_sdcollge@yahoo.co.in)

Ref No. IQAC/2018-19/4

13-08-18

### NOTICE

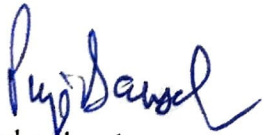
All the members of IQAC are hereby informed that there will be a IQAC meeting on 15-08-2018 at 10.00P.M in the seminar hall. Kindly make it convenient to attend the same.


#### **Agenda**

To make the planning for Youth Festival

To make the plan for the promotion for B.Voc

To organize extension activities for the career guidance, moral and spiritual development of the students and teachers

  
Teacher in-charge

  
Officiating Principal

Officiating Principal  
S.D. College for Women, Moga

Composition of the IQAC (2018-19)

No.	Category	Name of the Members	Designation	Signature
	Management Representative	Dr. Palvinder Kaur	Officiating Principal	
	Teacher	Dr. R.C. Mittal	Chairman, C.M.C	
	Teacher	Mrs. Puja Bansal	Member Coordinator	
	Teacher	Mrs. Sushma Gupta	Faculty Member	
	Teacher	Dr. Kanchan Goyal	Faculty Member	Noted
	Teacher	Dr. Seema Bhatia	Faculty Member	
	Teacher	Dr. Baljit Kaur	Faculty Member	
	Teacher	Ms. Gagandeep Kaur	Faculty Member	
	Teacher	Dr. Sakshi	Faculty Member	
	Teacher	Ms. Rajni Verma	Faculty Member	
	Teacher	Ms. Amarjot Kaur	Librarian	
	Administrative Staff	Mr. Chaman Lal	Senior Clerk	
	Technical Staff	Mr. Veenu	Lab. Technician	
	Community Representative	Sh. S.K. Bansal	NGO Coordinator	
	Community Representative	Mr. K.B. Bhatia	Administrator	
	Industrialist	Mrs. Indu Puri	Owner of P-Marka Mustard oil-An International Brand	Not Present
	Alumni	Ms. Gurpreet	Ex-Student	Not Present
	Parents	Mr. Avtar Singh	Teacher	Not Present

## Minutes of IQAC Meeting

Chairperson of IQAC extended a cordial welcome to all the members. The Principal and the members of IQAC discussed the following points:-

- ❖ It is decided in the meeting that a request for inspection for applying in B.Voc. Hospital Administration and Management to the Punjab University should be made till 30 Oct, 2018 and the approval should be sent to UGC.
- ❖ Chairman R.C. Mittal congratulated the convener of youth festival for winning the 2<sup>nd</sup> runner up in overall.
- ❖ Mrs. Puja Bansal (IQAC Coordinator) presented the power point presentation of revised framework of NAAC a seminar. The Faculty members 'actively participated in the discussion and their queries was sorted out'.
- ❖ For the coaching of NET, the interested teachers will make a proposal and Mrs. Ramanpreet will coordinate it and send it to management for approval.
- ❖ It is decided that to promote research work in the college, various teachers and students should take minor and major projects. Management will provide the adequate funds for it.
- ❖ Mr. Chaman Lal 'Senior Clerk' suggested that information regarding the students who don't attend the lectures for one week at a stretch should be sent to the clerical office in time.
- ❖ Mr. Bhatia organized an extension lecture on how to use online system of attendance and internal assessment.
- ❖ Every department should hold a meeting once a week and proper record should be maintained.

All the members appreciated the efforts of the institution and the meeting ended with a vote of thanks to the chair.

  
Officiating Principal  
S.D. College for Women, Moga





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Email- moga\_sdcollege@yahoo.co.in

Ref No- IQAC/2018-19/5


Date 15-11-2018

## **NOTICE**

All the members of IQAC are hereby informed that IQAC meeting will be held on 17 November, 2018 at 1.30 P.M in the Principal office. Kindly make it convenient to attend the same.

### **Agenda**

- Regarding NAAC sponsored Seminar/Workshop for quality assurance
- Planning of academic curricular and co- curricular activities for next semester Jan 2019.
- To take the suggestions from the community members to increase the quality of Higher education
- To motivate the teachers for applying the minor or major project
- Planning for Annual function to be held in March 2019

  
Teacher in-charge

  
Officiating Principal

Officiating Principal  
S.D. College for Women, Moga

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Sr. No.	Category	Name of the members	Designation	Signature
1	Chairperson	Dr. Palvinder Kaur	Officiating Principal	
2	Management Representative	Dr. R. C. Mittal	Chairman, C. M. C	
3	Teacher	Mrs Puja Bansal	Member Coordinator	
4	Teacher	Mrs Sushma Gupta	Faculty Member	
5	Teacher	Dr. Kanchan Goyal	Faculty Member	
6	Teacher	Dr. Seema Bhatia	Faculty Member	
7	Teacher	Dr. Baljit Kaur	"	
8	Teacher	Ms. Gagandeep Kaur	Faculty Member	
9	Teacher	Dr. Sakshi	Faculty Member	
10	Teacher	Ms. Rajni Verma	Faculty Member	
11	Teacher	Ms. Amarjot Kaur	Librarian	
12	Administrative Staff	Mr. Chaman Lal	Senior Clerk	
13	Technical Staff	Mr. Veenu	Lab. Technician	
14	Community Representative	Sh. S.K Bansal	NGO Coordinator	
15	Community Representative	Mr K. B. Bhatia		
16	Industrialist	Mrs. Indu Puri	Owner of P-Marka Mustard oil-An International Brand	NOT Present
17	Alumni	Ms Rekha	Ex-student	N. Puri
18	Parents	Mr. Avtar Singh	Teacher	NA Present



## Minutes of the Meeting

Dr. Palwinder kaur (Officiating Principal) Chairperson of IQAC extended a cordial welcome to all the members.. The minutes of previous meeting were reviewed. The Principal and the members of IQAC discussed the following points:-

- Different committees should be made at the Management and College level to organize the Annual function. Mrs Raman Bala will be convener of the function.
- It was decided in the meeting that PPT competition between PG students should be conducted in the next semester and the best PPT would be awarded. Dr. Kanchan Goyal will be incharge of this activity.
- For strengthening the Career and guidance cell Mr. K. B Bhatia suggested that nearby companies and banks should be invited for preparing job interviews for PG and UG classes.so they can prepare themselves for placement.
- Dr. R. C Mittal (Chairman of CMC) suggested that Feedback system should be strengthened and proper analysis will be done by Madam Meena.
- Inter department Quiz competition should be organized so that students can aware about current affairs and GK.
- Miss Amarjot (librarian) suggested that there should be the web page of the library on the college website.
- Mr. Avtar Singh (Parents) suggested that college should contact to different social welfare clubs and teachers should visit the schools in the month of January and February for providing the awareness about different courses offered by the college .He also said that publicity of the college should be done through social media .He advised that college should give some extra to the students other than education as compare to other colleges.

All the members appreciated the efforts of the institution and the meeting ended with a vote of thanks to the chair.

  
Officiating Principal  
S.D. College for Women, Moga



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Ref No - IQAC/2018-19/6

**NOTICE**

06-03-2019

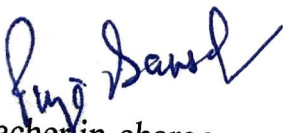
All the members of IQAC are hereby informed that there will be a IQAC meeting on 08-03-2019 at 1.30 P.M in the Principal's office. Kindly make it convenient to attend the same.

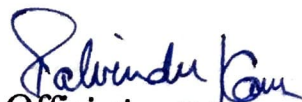
**Agenda**

To review the minutes of previous meeting

To make a plan for conducting the Ist Semester Examination of B.voc (HA&M)

To discuss how to increase the strength of the students in the next session 2019-20

  
Teacher in-charge

  
Officiating Principal

Officiating Principal  
S.D. College for Women, Moga

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4.	Teacher	Mrs. Sushma Gupta	Faculty Member	<i>Sushma Gupta</i>
5.	Teacher	Dr. Kanchan Goyal	Faculty Member	<i>Noted</i>
6.	Teacher	Dr. Seema Bhatia	Faculty Member	<i>Seema Bhatia</i>
7.	Teacher	Dr. Baljit Kaur	Faculty Member	<i>Baljit Kaur</i>
8.	Teacher	Ms. Gagandeep Kaur	Faculty Member	<i>Gagandeep Kaur</i>
9.	Teacher	Dr. Sakshi	Faculty Member	<i>Sakshi</i>
10.	Teacher	Ms. Rajni Verma	Faculty Member	<i>Rajni Verma</i>
11.	Teacher	Ms. Amarjot Kaur	Librarian	<i>Amarjot Kaur</i>
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14.	Community Representative	Sh. S.K. Bansal	NGO Coordinator	<i>Not present</i>
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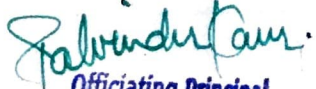
Principal congratulated Mrs. Raman Bala for the success of the annual function. Department of commerce organized the quiz competition .Students learnt new things like new economic concepts and terms.

Madam Meena had analysed the feedback form which is filled by different stakeholders, students and Alumini.

Panjab University is approached for conducting the B.Voc Examination. It was suggested by university that examination will be started from 18th March, 2019 and an external superintendent will be appointed.

The college has made the facebook page for the publicity of the courses offered by the college.

All the members appreciated the efforts of the institution and the meeting ended with a vote of thanks to the chair.

  
Officiating Principal  
S.D. College for Women, Moga