

Government college for Girl,s Patiala

Report on the meeting of IQAC held on 03.12.2022

A meeting of the IQAC was held at GCG, Patiala on 03 .12 2022. The agenda of the meeting was sent to the members beforehand. The IQAC committee sought to discuss the issues, listed in the agenda. There was an in-depth analysis as well as an open discussion on every matter. Some suggestions and directions came up to be handy and insightful. These inputs from all the members were recorded for the consideration and have been penned down in the report as under:

Agenda for IQAC meeting dated 03.12.2022

1. IMPROVIING ENROLLMENT
 - (a) Department wise activities and efforts
 - (b) Identifying the target student groups

2. EFFORTS TO PROMOTE EMPLOYABILY
 - (a) Activities of placement cell.
 - (b) Progress of Career Guidance Cell
 - (c) MOUS with local business Organizations to improve employability.

3. QUALITY IMPROVEMENT
 - (a) Activities Plan for the month of December
 - (b) Proposal for purchase of a software to create database and smooth functioning
 - (c) Smooth conduct of upcoming examination

4. FEEDBACK SYSTEM
 - (a) Feedback from Students and Teachers
 - (b) Feedback from Alumni

5. BETTER CONNECT WITH ALUMNI
 - (a) Alumni Meet

6. FORMATION OF DIFFERENT SOCIETIES & THEIR ACTIVITIES

7. Submit IIQA and start writing SSR

Report

1. *Improving Enrolment:*

The following steps to be taken with regard to the above:

- To impress upon school students that they seek admission in in GCG patiala, an activity called, the talent fest was planned in the coming days of December in the college where school students would be invited. Exhibitions by various departments and performances by students shall help the school students to understand the values and potential of this college.
- Likewise, seminars and workshops were planned to be conducted in the target schools
- E certificates can be given to the participants
- Guidance about different courses to be given to the students coming from various schools.
- There was also a suggestion to start new relevant courses like journalism and spoken English which can be attractive career choices for admission seekers.
- Social media presence of the college should be strengthened. Along with various activities facilities and infrastructure should be highlighted on all the social media handles of the college.
- Testimonials from the alumni should be secured.

2. *Efforts to promote employability*

- Skill based knowledge to be given to the students. There should be industrial and field visits that support the classroom teaching.
- Sign MOUs with local industry for the training as well as placements of students.
- Short workshops on tele calling, customer care, accounting, banking, life skills and stress management etc to be conducted for students which provides them necessary exposure.

- Police training can also be given to the students of physical education. In the same way, home science students to be sent to restaurants to experience live cooking and manage management etc.

3. Quality Improvement

- It was stressed that a good software is urgently required for data management is required.
- Extension lectures and workshops to be organized to widen students' knowledge, interests and talents.
- Most importantly, the preparation of the self-study report on NAC accreditation to be started.

4. Feedback system

- Feedback from students and teachers alike should be taken. It was suggested that Google rating can be done by students which can vouch for the popularity of the institution.
- Feedback should be encouraged
- Feedback from alumni, parents can help us to understand our strengths and weaknesses.

5. Better connect with alumni

- Alumni meeting was planned for the month of January.

6. Formation of different societies and their activities:

Formations of different societies and their activities can help the students in multiple ways.

7. SUBMIT IIQA AND START WRITING SSR

Committee members stressed that SSR should be prepared at the earliest.

IQAC Meeting dated 03.12.2022

Attendance Sheet

1. Mrs. Charanjit Kaur, Principal
2. Prof. Gurveen Kaur, Coordinator, IQAC
3. Prof. Hartej Kaur (Associate Professor)
4. Prof. Gurinder Kaur (Associate Professor)
5. Prof. Pankaj Kapoor (Associate Professor)
6. Prof. Sandeep Jindal (Contractual)
7. Prof. Richa Bansal (Guest Faculty)
8. Dr. Jagmohan Sharma (Retd.), Member of PTA
9. Mr. Himanshu Sharma, Stakeholder
10. Mr. Dharamveer Garg, Industrialist
11. Ms. Khyati Sharma, Student, BA-III, Roll No. 3011
12. Ms. Dalmiya, Student, BA-I, Roll No. 266