

# INDIRA GANDHI NATIONAL COLLEGE, LADWA

## NOTICE

Date: 20/12/2021

A meeting of IQAC will be held on 21/12/2021 at 2:00 PM in the meeting room. All the members are requested to attend the same. 1:40


### Agenda:

1. To read & confirm the minutes of the previous meeting.
2. To take the stock of the work progress related to AQAR 2020-21 and SSR.
3. To invite suggestions for improving the quality of curriculum delivery.
4. To motivate the Departments & Cells to organize curricular, extra-curricular and extension lectures for the holistic development of students.
5. Any other item with the permission of the chair.

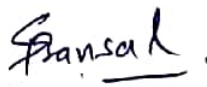
Sr.	Name(Dr./Sh./Ms.)	Duty Assigned	Signature
1	Sh. Pawan Garg Ji	President, Governing Body	
2	Dr. Ravish Kumar Chauhan	Advisor	
3	Dr. Sandeep Bansal	Convener, IQAC	
4	Mrs. Sunita	Criterion - I	
5	Dr. Niti Goyal		
6	Mrs. Priyanka		
7	Dr. Yashpal Singli	Criterion - II	
8	Dr. Suman Siwach		
9	Dr. Surinder Kumar		
10	Dr. Romesh Bhaal	Criterion - III	
11	Dr. Vandana		
12	Dr. Neeru Bala		
13	Dr. A.K. Verma	Criterion - IV	
14	Dr. Arvind Garg		
15	Dr. Kuldeep Singh		
16	Dr. Rupesh Gaur	Criterion - V	
17	Dr. Amit Kumar		
18	Dr. Sudesh Kumar		
19	Mrs. Harneet Kaur	Criterion - VI	



18	Dr. Sudesh Kumar		
19	Mrs. Harneet Kaur		
20	Dr. Mohan Lal	Criterion - VI	Mohan
21	Dr. Neetu		Neetu
22	Dr. Rajesh Kumar		Rajesh
23	Dr. Amit Verma	Criterion - VII	Amit Verma
24	Dr. Navin Kumari		Navin
25	Sh. Rajbir Singh	Technical Assistance	
26	Sh. Vijay Kumar	Deputy Supdt.	Vijay
27	Sh. Ravinder Nath Sharma	Clerk	Ravinder
28	Sh. Arvind Singhal, Advocate	Alumni Representative	Arvind
29	Sh. Vikram Kumar, Asstt. Prof. IB College, Panipat	Alumni Representative	
30	Ms. Anjali Sharma B.Com. IIIrd Year 3162820007	Student Representative	
31	Ms. Komal B.Sc. IIIrd Year 3162920015	Student Representative	

  
**Dr. Hari Parkash Sharma**  
 Principal cum Chairperson, IQAC  
 Indira Gandhi National College  
 LADWA Distt. Kurukshetra



  
**Dr. Sandeep Bansal**  
 Convener, IQAC  
 Indira Gandhi National College  
 Ladwa-136132 Distt. Kurukshetra

# INDIRA GANDHI NATIONAL COLLEGE, LADWA

A meeting of IQAC will be held on 21/12/2021 at 1:40 PM in the meeting room of the college. The following members were present in the meeting.

1. **Management Representative** Sh. Pawan Kumar Garg (President Governing Body) *Pawan Garg*
2. **Chairperson** Dr. Hari Parkash Sharma, (Principal) *Hari Parkash Sharma*
3. **Advisor** Dr. Ravish Chauhan (Associate Professor) *Ravish Chauhan*
4. **Co-ordinator** Dr. Sandeep Bansal (Associate Professor) *Sandeep Bansal*
5. **Members**
  - Dr. Ashok Verma (Associate Professor) *Ashok Verma*
  - Dr. Arvind Garg (Associate Professor) *Arvind Garg*
  - Dr. Romesh Singh Bhaal (Associate Professor) *Romesh Singh Bhaal*
  - Dr. Rajesh Kumar (Assistant Professor) *Rajesh Kumar*
  - Dr. Rupesh Gaur (Librarian) *Rupesh Gaur*
  - Dr. Yashpal Singh (Assistant Professor) *Yashpal Singh*
  - Ms. Harneet Kaur (Assistant Professor) *Harneet Kaur*
  - Dr. Mohan Lal (Assistant Professor) *Mohan Lal*
  - Ms. Sunita Rani (Assistant Professor) *Sunita Rani*
  - Dr. Vandana Gupta (Assistant Professor) *Vandana Gupta*
  - Dr. Neeru Bala (Assistant Professor) *Neeru Bala*
  - Dr. Kuldeep Singh (Assistant Professor) *Kuldeep Singh*
  - Dr. Niti Goyal (Assistant Professor) *Niti Goyal*
  - Dr. Amit Kumar (Assistant Professor) *Amit Kumar*
  - Dr. Sudesh Kumar (Assistant Professor) *Sudesh Kumar*
  - Dr. Amit Verma (Assistant Professor) *Amit Verma*
  - Dr. Neetu (Assistant Professor) *Neetu*
  - Ms. Priyanka (Assistant Professor) *Priyanka*
  - Dr. Surinder Kumar (Assistant Professor) *Surinder Kumar*
  - Dr. Navin Kumari (Assistant Professor) *Navin Kumari*
  - Mr. Vijay Bansal (Deputy Supdt.) *Vijay Bansal*
  - Mr. Ravinder Nath Sharma (Clerk) *Ravinder Nath Sharma*
6. **Alumni Representatives**
  - Sh. Arvind Singhal, (Advocate) *Arvind Singhal*
  - Sh. Vikram Kumar, (Assistant Professor) *Vikram Kumar*
7. **Student Representative**
  - Ms. Anjali Sharma, (B.Com. 3<sup>rd</sup> Year) *Anjali Sharma*
  - Ms. Komal (B.Sc. 3<sup>rd</sup> Year) *Komal*

Dr. Hari Parkash Sharma  
Principal  
Indira Gandhi National College  
LADWA Distt. Kurukshetra



Dr. Sandeep Bansal  
IQAC, Convener

# INDIRA GANDHI NATIONAL COLLEGE, LADWA

## Minutes of the Meeting

21-12-2021

1. The minutes of the previous meeting were read & confirmed and the action taken on these points were discussed in detail.

### Action Taken:

- i) The house was appraised that the five skill enhancement certificate courses out of six recommended were started during the A.Y. 2021-22.
  - ii) Every Department/Cell/Committee planned their activities and the same were communicated to IQAC for the preparation of academic calendar A.Y. 2021-22. The Academic Calendar was prepared keeping in view the notification of Kurukshetra University.
  - iii) The AQAR 2019-20 had been submitted to NAAC.
  - iv) Infrastructure up-gradation and renovations was done. More ICT facilities were provided for effective delivery of curriculum.
  - v) Administrative and Academic Audit of A.Y. 2019-20 was done.
  - vi) College website was updated.
2. (A) The preparation of AQAR 2020-21 is in progress. The following criterion wise points were discussed and unanimously resolved by the house.
    - i) Criterion-I: The criterion incharges advised all the Heads of departments that curriculum feedback from all the stakeholder should be analyzed collectively by the members of the department. It was unanimously approved by the house.
    - ii) Criterion-II: It was decided that a reminder notice to the faculty members, who have not yet submitted their information, will be given and a request will be made to provide their information within five days. The statistical data needed



for criterion-II will be provided by the Deputy Supdtt. of the college to the criterion in charges.

iii) Criterion-III:- The queries relating to the extension and outreach programs were resolved and it was decided that the complete record of these activities will be provided by all departments/cells/committees.

iv) It was decided that the activities pertaining to competition will be included in criterion-V instead of criterion-III.

v) It was advised that the expenses of faculty members for attending othe workshops/seminars/short term courses for the year A.Y. 2020-21 will be reimbursed up to 31<sup>st</sup> December, 2021.

vi) As per the direction of the IQAC chairman, it was decided that the period of the AQAR 2020-21 for AQAR will be taken from 1 July, 2020 to 31 August, 2021.

2. (B) To prepare of a Self Study Report for the NAAC accreditation, an online portal was created with the help of S.D. College, Ambala Cantt, the mentor for NAAC accreditation. A training program was organized by IQAC for updating the knowledge of staff members who were advised to upload their data on the above said portal. It was also decided that as per NAAC, notification to all HEIs dated 14<sup>th</sup> May, 2021, the period for the A.Y. 2020-21 will be taken up to 31<sup>st</sup> December, 2021 for NAAC Self-Study Report (SSR) and Data Validation Verification (DVV). All the Department Heads/In charges of activities were advised to upload their data on the college SSR portal up to 31<sup>st</sup> December, 2021.

3. To improve the quality of curriculum delivery:

i) It was unanimously resolved that every faculty member will take 20% of their classes in a smart class room and a proper register will be maintained for this purpose.



- ii) Academic Calendar of Academic Year 2020-21 was also placed in the meeting and it was advised to adhere to the college academic calendar which was prepared in accordance with DGHE/KUK guidelines.
- iii) Principal cum Chairman of IQAC advised the faculty to take extra classes for the completion of curriculum in time.
4. It was resolved that departments/cells will organize curricular, extra-curricular and extension activities for the holistic development of students while keeping in view Covid-19 protocol and guidelines issued by the Govt./DGHE/KUK.
5. Meeting ended with a vote of thanks.

*HP*  
Dr. ~~Harip~~ Parkash Sharma  
Principal  
Indira Gandhi National College  
Ladwa Distt. Kurukshetra



*S Bansal*  
Dr. Sandeep Bansal  
IQAC Coordinator  
Convener, IQAC  
Indira Gandhi National College  
Ladwa-136132 Distt. Kurukshetra

# INDIRA GANDHI NATIONAL COLLEGE

## Minutes of Meeting

22-03-2022

A meeting of IQAC was held at 1:40 pm on 21-03-2022 in the Meeting Room.

### **Agenda:**

1. To assess the action taken over the quality initiatives particularly in reference to the student satisfaction Survey feedback for the academic year 2020-21.

The following members were present in the meeting.

1. Dr. Hari Parkash Sharma, Principal *HP*
2. Dr. Ravish Chauhan, Advisor, IQAC *Ravish*
3. Dr. Sandeep Bansal Coordinator, IQAC *S. Bansal*
4. Dr. Amit Kumar, Member *Amit*

A thorough discussion was held to assess the action taken over the feedback of the students. The report was prepared and approved by the house. (Report Attached)

*HP*  
Dr. Hari Parkash Sharma  
Principal  
Indira Gandhi National College  
LADWA Dist. Kurukshetra



*S. Bansal*  
Dr. Sandeep Bansal  
Convener, IQAC Convener  
Indira Gandhi National College  
Ladwa-136132 Distt. Kurukshetra

Sr.No.	Suggestions	Action taken
1.	Teaching learning process should be made more efficient.	To make the teaching learning process more effective ICT tools viz Google Classroom, Google Meet, PPTs, sharing of Youtube videos etc. have been introduced and it is a regular practice of the college to make Teaching Learning more interactive and effective.
2.	The numbers of apparatus in science labs for research and practical lectures should be increased.	a) Despite of COVID condition an amount of Rs. <del>17488</del> has been spent on repair/maintenance/purchase of equipment in the Labs. b) A structured curriculum feedback (department wise) was taken and analyzed including practicals. A detailed analysis report has been conveyed to the concerned Board of Studies of affiliating University KUK.
3.	Field trips should be organized for the students.	Field Trips were planned but due to prevailing situations of COVID-19, the same could not be executed.
4.	Internet connectivity and accessibility for the students should be improved.	A lease line having 100 Mbps capacity has been installed in the college. Internet connectivity for the accessibility to the students in different laboratories and library is available. Wi-Fi routers are installed in the college campus.
5.	Students should be encouraged to participate in extracurricular activities.	Enthusiastically students participate in various extracurricular activities. It is already up to the mark. The students are being encouraged consistently to participate in various extracurricular activities.
6.	More textbooks of computer and biology should be added to library	The departments concerned were directed to recommend the requisite books so that these may be purchased in the beginning of the session.
7.	Coaching for the government. jobs should be provided to the students.	A number of lectures on career counselling have been arranged to enlighten and motivate students for job opportunities.
8.	Course should be completed within the stipulated time.	Majority of the students were satisfied with the completion of syllabus within the stipulated time.

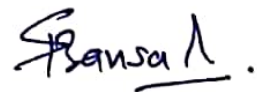




9.	Graphics and visual media should be used to engage students in the learning process.	Teachers were being encouraged to attend more FDP's on various ICT tools.
10.	Improve girls' common room condition	The proper arrangements for the girls' common room have been arranged such as cleanliness, proper functioning of washrooms, putting dustbin etc. A sanitary pad dispenser machine was already installed and maintained in the girl common room.



Principal  
Indira Gandhi National College  
LADWA Distt. Kurukshetra



Convener, IQAC  
Indira Gandhi National College  
Ladwa-136132 Distt. Kurukshetra

# INDIRA GANDHI NATIONAL COLLEGE, LADWA

Notice  
07-04-2022

All the IQAC members are requested to attend a meeting in the meeting room on 07-04-2022 at 1:00 pm.

**Agenda:**

1. To upload the data & information required for Self Study Report for NAAC accreditation on the College Web Portal (naac.sdcollegeambala.ac.in) taken from SD College, Ambala Cantt.
2. Any other item with the permission of the chair

*(Ravi)*  
Principal

*Sansal*  
IQAC Coordinator

Sr.	Name(Dr./Sh./Ms.)	Duty Assigned	Signature
1	Mrs. Sunita	Criterion - I	<i>Sunita</i>
2	Dr. Niti Goyal		
3	Mrs. Priyanka		<i>Priyanka</i>
4	Dr. Yashpal Singh	Criterion - II	<i>Yashpal</i>
5	Dr. Suman Siwach		
6	Dr. Surinder Kumar		<i>Surinder</i>
7	Dr. Romesh Bhaal	Criterion - III	<i>Romesh Bhaal 7/4/2022</i>
8	Dr. Vandana		
9	Dr. Neeru Bala		<i>Neeru</i>
10	Dr. A.K. Verma	Criterion - IV	<i>A.K. Verma</i>
11	Dr. Arvind Garg		<i>Arvind Garg 7/4/2022</i>
12	Dr. Kuldeep Singh		<i>Kuldeep Singh 7/4/22</i>
13	Dr. Rupesh Gaur	Criterion - V	<i>Rupesh Gaur</i>
14	Dr. Amit Kumar		
15	Dr. Sudesh Kumar		<i>Sudesh Kumar</i>
16	Mrs. Harneet Kaur	Criterion - VI	<i>Harneet Kaur</i>
17	Dr. Mohan Lal		<i>Mohan Lal</i>
18	Dr. Neetu		<i>Neetu</i>
19	Dr. Rajesh Kumar	Criterion - VII	<i>Rajesh Kumar</i>
20	Dr. Amit Verma		<i>Amit Verma</i>
21	Dr. Navin Kumari		
22	Sh. Rajbir Singh	Technical Assistance	<i>Rajbir Singh</i>
23	Sh. Vijay Kumar	Deputy Supdt.	<i>Vijay Kumar</i>
24	Sh. Ravinder Nath Sharma	Clerk	<i>Ravinder Nath Sharma</i>

# INDIRA GANDHI NATIONAL COLLEGE, LADWA

## Attendance Chart

Date: 07.04.2022

The following Staff members have attended meeting on 07.04.2022 at 1:00 PM.

*Rohini*  
Principal

*Suman P*  
IQAC Coordinator

Sr.	Name(Dr./Sh./Ms.)	Duty Assigned	Signature
1	Mrs. Sunita	Criterion - I	<i>Sunita</i>
2	Dr. Niti Goyal		
3	Mrs. Priyanka		<i>Priyanka</i>
4	Dr. Yashpal Singh	Criterion - II	<i>Yashpal</i>
5	Dr. Suman Siwach		
6	Dr. Surinder Kumar		<i>Surinder</i>
7	Dr. Romesh Bhaal	Criterion - III	<i>RBSB 7/4/2022</i>
8	Dr. Vandana		
9	Dr. Neeru Bala		<i>Neeru</i>
10	Dr. A.K. Verma	Criterion - IV	<i>A.K. Verma</i>
11	Dr. Arvind Garg		<i>Arvind Garg 07/04/2022</i>
12	Dr. Kuldeep Singh		<i>Kuldeep Singh 7/4/22</i>
13	Dr. Rupesh Gaur	Criterion - V	<i>Rupesh Gaur</i>
14	Dr. Amit Kumar		<i>Amit Kumar</i>
15	Dr. Sudesh Kumar		<i>Sudesh Kumar</i>
16	Mrs. Harneet Kaur	Criterion - VI	<i>Harneet Kaur</i>
17	Dr. Mohan Lal		<i>Mohan Lal</i>
18	Dr. Neetu		<i>Neetu</i>
19	Dr. Rajesh Kumar	Criterion - VII	<i>Rajesh Kumar</i>
20	Dr. Amit Verma		<i>Amit Verma</i>
21	Dr. Navin Kumari		
22	Sh. Rajbir	Technical Assistance	<i>Rajbir</i>
23	Sh. Vijay Kumar	Deputy Supdt.	<i>Vijay Kumar</i>
24	Sh. Ravinder Nath Sharma	Clerk	

# Indira Gandhi National College, Ladwa

## Minutes of Meeting 07-04-2022

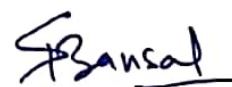
1. The minutes of the previous meeting were read & confirmed and actions taken were discussed in detail.
  - i) The house was apprised that the AQAR for the Academic Year 2020-21 was completed and submitted to NAAC Web Portal.
  - ii) For the preparation of the Self Study Report of the college, documentation progress was discussed as decided in the previous meeting. It was informed that the efforts by the faculty members, with the co-operation of Non-teaching staff, the information & data sought for SSR has been collected. The process of feeding the information and data on the college portal had been started.
  - iii) The report of various curricular, extra-curricular and extension activities were presented and unanimously approved by the house.
2. It was resolved that data & information pertaining to the Self Study Report for the last five Academic Years will be speedily uploaded on college NAAC Portal for the Assessment & Accreditation.
3. It was also resolved that the college will submit Institutional Information for quality assessment (IIQA) for the NAAC accreditation in the month of May, 2022. Principal & Co-ordinator of IQAC emphasized for speedy compiling of Self Study Report. They also advised that information & data must be presented as per the manual of NAAC.
4. The chairman appreciated and congratulated the Convenor and Organizing secretary of various National level seminars organized by the college.



5. The feedback analysis & action taken report of different stakeholder feedback was placed in the meeting. The house was apprised that the suggestions and changes required in curriculum in the subjects as per feedback received from different Stakeholders were communicated to the department concern of affiliating University i.e. Kurukshetra University, Kurukshetra.
6. The house was apprised that the conveners of various Cells/Clubs/Committees are requested to be ready with records of activities of their respective cells of the previous years for NAAC accreditation.
7. SWOC analysis as a measure of quality enhancement to identify strength, weaknesses, opportunities and challenges of the college was also done. It was resolved that the same will be a part of SSR preparation.
8. The house resolved that the New Education policy will be implemented as per the guidelines of affiliating university i.e. Kurukshetra University, Kurukshetra and faculty members will be motivated to join training programs/ Faculty Development Programs to implement the NEP-20 in letter and spirit. It was informed that to apprise the faculty members a webinar has already been organized by the college.
9. It was resolved that for the problems and queries regarding SSR preparation, the criterion in charges can hold meetings with co-coordinator of IQAC & the Principal as and when required.
10. The meeting was ended with vote of thanks and with a hope that college will successfully submit Self Study Report for NAAC Accreditation within stipulated time given by NAAC after submission of IIQA.



**Dr. Ravish Kumar Chauhan**  
Principal  
**Offg. Principal**  
**Indira Gandhi National College**  
**LADWA Distt. Kurukshetra**



**Dr. Sandeep Bansal**  
Convener, IQAC  
Indira Gandhi National College  
Ladwa-136132 Distt. Kurukshetra