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# DESH BHAGAT COLLEGE

## INTERNAL QUALITY ASSURANCE CELL

Govt. Aided, under 2(f) and 12 (B) of UGC Act 1956, Permanently Affiliated to Punjabi University, Patiala, Approved by NCTE and Accredited by NAAC

Estd. 1982

BARDWAL-DHURI (Distt. Sangrur)

Ref. No..IQAC/DBC/2021

Dated...06/06/2021

### MINUTES OF 44<sup>th</sup> MEETING OF IQAC

44<sup>th</sup> meeting of INTERNAL QUALITY ASSURANCE CELL (IQAC ) was held on 06/06/2021 in IQAC room at 1:00 p.m. onwards .

Members of IQAC as per version 5, dated 12.01.2018 (23.05.2018) of UGC

The following members were present in the meeting :

Name	Signature	Name	Signature
Sh. Balwant Singh Randhawa		Dr. Gurmit Kaur	
Sh. Jatinder Singh		Dr. Jaspal Singh	
Sh. Pardeep Kumar		Dr. Amrit Singh	
Dr. Birinder Kaur Bhinder		Dr. Ravneet Kaur	
Dr. Balbir Singh		Ms. Manpreet Kaur	
Mr. Charanjit Singh Bedi		Mr. Balwinder Singh	
Dr. Manmeet Kaur		Mr. Sikanderjit Singh	
Dr. Harjinder Kaur		Mr. Ajay Garg	

At the beginning of the meeting, Dr. Birinder Kaur Bhinder welcomed all the Committee members and said them to work with new techniques for the best results of College in future time. After this, the Coordinator IQAC informed about the following agenda.

Agenda- 1 : Confirmation of minutes of previous meeting.

Agenda- 2 : To discuss the preparation of calendar for academic and co-curricular Activities.

Agenda -3 : To form or constitute various committees.

Agenda -4 : To instruct the staff members to maintain teacher's Diary and Course file.

Agenda -5 : To prepare student feedback performa for Student Satisfaction Survey and collect online feedback from students and annual assessment from alumni.

Officiating Principal  
Desh Bhagat College,  
BARDWAL-DHURI



# **DESH BHAGAT COLLEGE**

## **INTERNAL QUALITY ASSURANCE CELL**

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**BARDWAL-DHURI (Distt. Sangrur)**

Ref. No. IQ.A.C./DBC/2021

Dated..06./06/2021

### **MINUTES OF THE MEETING**

Agenda- 1 : Confirmation of minutes of previous meeting.

Resolution : Minutes of previous meeting were confirmed.

Agenda- 2 : To discuss the preparation of calendar for academic and co-curricular Activities.

Resolution : The academic calendar of Punjabi University, Patiala was discussed for its implementation in upcoming session. MST's were also planned and the dates of commencement were also decided. It was also decided that in charges of various committees like NSS, NCC, Literary Club and Youth Club would be instructed to plan their activities and follow the schedule provided by respective authorities.

Likewise, all Heads of the Departments were also instructed to plan their respective departmental activities.

Agenda -3 : To form or constitute various committees.

Resolution : It was resolved that various committees would be formed for smooth function of institute at various levels.

Agenda -4 : To instruct the staff members to maintain teacher's Diary and Course file.

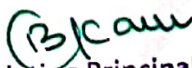
Resolution : It was decided that all the staff members would maintain teacher's Diary and all Heads of the Departments will maintain their respective Course file. The heads would also include PO's, PSO's and CO's in their Course file .

Agenda -5 : To prepare student feedback Performa for Student Satisfaction Survey and collect feedback from students and annual assessment from alumni.

Resolution : It was decided that student feedback Performa for student satisfaction survey as per NAAC would be prepared by Department of Computer Science .

It was decided that to get feedback from the students and annual assessment from the alumni for an overall improvement in quality of education.

The meeting ended with a vote of thanks to the chair.

  
Officiating Principal  
Desh Bhagat College,  
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**BARDWAL-DHURI (Distt. Sangrur)**

Ref. No. IQAC/DBC/2021

Dated..17/09/2021

### MINUTES OF 45<sup>th</sup> MEETING OF IQAC

45<sup>th</sup> meeting of INTERNAL QUALITY ASSURANCE CELL ( IQAC ) was held of 17/09/2021 in IQAC room at 1:00 p.m. onwards .

Members of IQAC as per version 5, dated 12.01.2018 (23.05.2018) of UGC

The following members were present in the meeting :

Name	Signature	Name	Signature
Sh. Balwant Singh Randhawa		Dr. Gurmit Kaur	
Sh. Jatinder Singh		Dr. Jaspal Singh	
Sh. Pardeep Kumar		Dr. Amrit Singh	
Dr. Birinder Kaur Bhinder		Dr. Ravneet Kaur	
Dr. Balbir Singh		Ms. Manpreet Kaur	
Mr. Charanjit Singh Bedi		Mr. Balwinder Singh	
Dr. Manmeet Kaur		Mr. Sikanderjit Singh	
Dr. Harjinder Kaur		Mr. Ajay Garg	

Dr. Birinder Kaur Bhinder chaired the session and welcomed the members of the Committee and thereafter, the following agenda items and suggestions were taken for discussion

Agenda -1 : Confirmation of minutes of previous meeting.

Agenda -2 : To conduct extension lectures.

Agenda -3 : To conduct Administrative and Academic audit .

Agenda- 4 : To draft learning outcomes of the courses.

Agenda- 5 : To motivate staff members for research activities.

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**BARDWAL-DHURI (Distt. Sangrur)**

Ref. No. IQ.A.C./RBC/2021

Dated..17/05/2021

### MINUTES OF THE MEETING

Agenda- 1 : Confirmation of minutes of previous meeting.

Resolution : Minutes of previous meeting were confirmed.

Agenda- 2 : To conduct extension lectures.

Resolution : It was decided that Department of Commerce, Education, Computer Science and Fashion Technology etc. would conduct extension lectures .

Agenda -3 : To conduct administrative and Academic audit .

Resolution : It was decided that in order to maintain the quality in academic and administrative areas , Administrative and Academic audit will be conducted on college level.

Agenda 4 : To draft learning outcomes of the courses.

Resolution : It was resolved that the Heads of the Departments would be instructed to draft the Programme Outcomes, Programme Specific Outcomes and Course Outcomes of their respective courses.

Agenda -5 : To motivate staff members for research activities.

Resolution : It was decided that in order to boost research activities the staff members would be motivated to write research papers for the journal "INSIGHT: An International Journal of Humanities and Management" published annually by the college as well as for other UGC-care listed Journals . The staff members eligible to be supervisor for Ph.D. would also be instructed to get registered and enroll students for Ph.D. and M.Phil.

The meeting ended with a vote of thanks to the chair.

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Officiating Principal  
Desh Bhagat College,  
BARDWAL-DHURI





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**BARDWAL-DHURI (Distt. Sangrur)**

Ref. No. IQAC/DBC/2021

Dated..23/12/2021

### MINUTES OF 46<sup>th</sup> MEETING OF IQAC

46<sup>th</sup> meeting of INTERNAL QUALITY ASSURANCE CELL ( IQAC ) was held on 23/12/2021 in IQAC room at 1:00 p.m. onwards.

Members of IQAC as per version 5, dated 12.01.2018 (23.05.2018) of UGC

The following members were present in the meeting :

Name	Signature	Name	Signature
Sh. Balwant Singh Randhawa		Dr. Gurmit Kaur	
Sh. Jatinder Singh		Dr. Jaspal Singh	
Sh. Pardeep Kumar		Dr. Amrit Singh	
Dr. Birinder Kaur Bhinder		Dr. Ravneet Kaur	
Dr. Balbir Singh		Ms. Manpreet Kaur	
Mr. Charanjit Singh Bedi		Mr. Balwinder Singh	
Dr. Manmeet Kaur		Mr. Sikanderjit Singh	
Dr. Harjinder Kaur		Mr. Ajay Garg	

At the beginning of the meeting, Dr. Birinder Kaur bhinder welcomed all the Committee members and said them to work with new techniques for the best results of College in future time. After this, the Coordinator IQAC informed about the following agenda.

Agenda- 1 : Confirmation of minutes of previous meeting.

Agenda- 2 : To get MOU (Tie Up) signed

Agenda- 3 : To avail building safety, fire safety and cyber safety certificates.

Agenda- 4 : To submit AQAR reports for the sessions 2018-2019 and 2020-2021

Agenda- 5 : To submit AISHE report for the session 2020-2021

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BARDWAL-DHURI (Distt. Sangrur)

Ref. No. IQAC/DBC/2021

Dated..23/12/2021

### MINUTES OF THE MEETING

Agenda 1 : Confirmation of minutes of previous meeting.  
Resolution : Minutes of previous meeting were confirmed.

Agenda 2 : To get MOU (Tie Up) signed  
Resolution : In order to enhance quality and widen the scope it was decided that the institute would sign MOU (Tie up) with other institutions.  
It was resolved to Tie up with Punjab and Sind Bank Branch office Bardwal for giving financial literacy to the students.

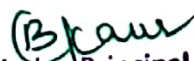
Agenda -3 : To avail building safety, fire safety and cyber safety certificates.  
Resolution : It was decided that the institute would avail building safety, fire safety and cyber safety certificates from the respective authorities.

Agenda -4 : To submit AQAR reports for the sessions 2018-2019 and 2020-2021  
Resolution : It was decided to submit and get the AQAR reports for the sessions 2018-2019 and 2020-2021 approved by NAAC.

Agenda -5 : To submit AISHE report for the session 2020-2021  
Resolution : It was decided to submit AISHE report in time

Agenda 6 : To get ISO certificate.  
Resolution : It was decided that in order to maintain international standards in higher, professional and vocational courses of Diploma , Graduation and Post Graduation level, the institute must get ISO 9001: 2015 certificate.

The meeting ended with a vote of thanks to the chair.

  
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BARDWAL-DHURI (Distt. Sangrur)

Estd. 1982

Ref. No. I.Q.A.C./ DBC/2022

Dated..06/04/2022

### MINUTES OF 47<sup>th</sup> MEETING OF IQAC

47<sup>th</sup> meeting of INTERNAL QUALITY ASSURANCE CELL ( IQAC ) was held on 06 /04/2022 in IQAC room at 1:00 p.m. onwards.

Members of IQAC as per version 5, dated 12.01.2018 (23.05.2018) of UGC

The following members were present in the meeting :

Name	Signature	Name	Signature
Sh. Balwant Singh Randhawa		Dr. Gurmit Kaur	
Sh. Jatinder Singh		Dr. Jaspal Singh	
Sh. Pardeep Kumar		Dr. Amrit Singh	
Dr. Birinder Kaur Bhinder		Dr. Ravneet Kaur	
Dr. Balbir Singh		Ms. Manpreet Kaur	
Mr. Charanjit Singh Bedi		Mr. Balwinder Singh	
Dr. Manmeet Kaur		Mr. Sikanderjit Singh	
Dr. Harjinder Kaur		Mr. Ajay Garg	

At the beginning of the meeting, Dr. Birinder Kaur Bhinder welcomed all the Committee members and said them to work with new techniques for the best results of College in future time. After this, the Coordinator IQAC informed about the following agenda.

Agenda 1 : Confirmation of minutes of previous meeting.

Agenda -2 : To help society by creating awareness regarding cancer, meditation and Drugs.

Agenda -3 : To organise educational tours and trips.

Agenda -4 : To organise software training for teachers and Non-teaching.

Agenda -5 : To prepare and submit AQAR and AISHE report for the session 2021-2022.

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**BARDWAL-DHURI (Distt. Sangrur)**

Ref. No. IQAC/DBC/2022

### MINUTES OF THE MEETING

Dated..06/04/2022

Agenda- 1 : Confirmation of minutes of previous meeting.

Resolution : Minutes of previous meeting were confirmed.

Agenda -2 : To help society by creating awareness regarding cancer, meditation and Drugs.

Resolution : It was decided that to help society a cancer awareness seminar would be conducted in the institute especially focusing the health of women.

It was also decided to conduct a seminar on meditation by Art of Living experts.

It was also resolved to conduct a seminar on spreading awareness about ill effects of drugs.

Agenda -3 : To organise educational tours and trips.

Resolution : It was decided that in order to broaden the perspective of the students , educational tours would be organised by Youth club, Education Department and B.A. classes.

Agenda -4 : To organise software training for teachers and Non-teaching.

Resolution : It was decided that teaching and Non-teaching staff members would be provided with training to operate software for the management of admissions and data of students .

Agenda -5 : To prepare and submit AQAR and AISHE report for the session 2021-2022.

Resolution : It was decided in the meeting that the respective members of IQAC would prepare and submit AQAR for the session 2021-2022. It was also decided that the concerned staff members would be given deadlines from time to time for the evaluation of the progress.

The meeting ended with a vote of thanks to the chair.

  
Officiating Principal  
Desh Bhagat College,  
BARDWAL-DHURI



## **Desh Bhagat College, Bardwal-Dhuri**

### **Action Taken Report of IQAC Meetings (2021-22)**

1. Instructions were given to Heads of Departments, NSS, NCC, Youth Club to follow Academic Calendar for proper implementation.
2. Formation of Various Committees for smooth function of the institute.
3. The staff members maintained course files related to their subjects. The teachers also prepared POs, Cos and PSOs according to the latest syllabus.
4. Feedback was taken from all stakeholders.
5. Seventh issue of the research journal “INSIGHT: An International Journal of Humanities and Management” was published. Some research papers were published in UGC care listed journals.
6. MoUs signed:
  - i) Yash Chaudhary Arya Model School, Dhuri on 07.07.2021;
  - ii) Malwa Khalsa Senior Secondary School, Dhuri on 07.07.2021;
  - iii) Arya Senior Secondary School, Dhuri on 08.07.2021; Asra Foundation Dhuri on 18.08.2021;
  - iv) Bhartiya Yog Sansthan (Regd.), Dhuri on 03.09.2021;
  - v) Chatley & Associates, Sangrur on 05.10.2021;
  - vi) Sharma Nursing Home, Dhuri on 13.12.2021;
  - vii) A-Kausar Sports & Welfare Club (Regd.), Malerkotla on 10.01.2022;
  - viii) Pranshu Goyal & Associates on 17.10.2022; Star Impact Private Ltd. On 02.02.2022;
  - ix) Ayurved & Unani Medicines, Sherpur Sodian on 10.02.2022;
  - x) Dr. Shabbir’s Dental Clinic, Malerkotla on 03.03.2022;
  - xi) Desh Bhagat Polytechnic College on 09.03.2021;
  - xii) Desh Bhagat College of Education on 26.03.2022;
  - xiii) Guru Teg Bahadur Public School, Bardwal 19.03.2022
  - xiv) Journalism Association, Dhuri on 07.05.2022
7. Building Safety, Fire Safety and Cyber Safety Certificates were availed from concerned authorities.
8. AISHE report for the session was submitted.
9. ISO and EMS certificate was availed.
10. Seminar conducted:


Seminar on Human Values by S. Satnam Singh Sohlpuri, Save Our Souls Society, Amritsar was conducted on 17.04.2021.

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**Officiating Principal**  
**Desh Bhagat College**  
**BARDWAL DHURI**

11. Workshop conducted:

One day Workshop was conducted on 21.09.2021 on IPR by Dept. of English. Asst. Prof. Rakesh Jain, Akal Degree College, Mastuana, was the Resource Person.

12. Software training was provided to teaching and non-teaching staff. Various educational trips and tours were organized.

  
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