

Meeting: 21<sup>st</sup> July 2021

Meeting Notice

Date: 20<sup>th</sup> July 2021

To all the members of IQAC

Sub: IQAC – Convening the meeting of the members of IQAC on 21th July 2021 at 11:30 AM in IQAC Room.

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Agenda of the Meeting:

As we are going through a very difficult situation because of COVID-19, this meeting is held to formulate a strategy encompassing the following points:

- a. To plan actions that to ensure safety of SDAM family.
- b. To chalk out admission strategy in this period.
- c. To discuss the role of NSS/NCC/ Red Cross/Youth Welfare Dept. in this period.
- d. To discuss the conduct of webinars, workshop, seminars, competitions, Hobby Classes, Placement Drive and campaign etc.
- e. To celebrate National and International days.
- f. To discuss the conduct of Teacher's Honor Ceremony.
- g. To plan action to receive Green Champion Award.
- h. To organize weekly Havan.
- i. To conduct COVID-19 vaccination camp.
- j. To discuss the establishment and maintenance of Herbal garden, donation of plants by staff members on their birthdays, purchase of new seasonal and evergreen plants and pots under Green Initiative.
- k. To maintain cleanliness, healthy and hygiene in the college.
- l. To promote entrepreneurship and to develop skills.
- m. To chalk out actions to use Staff Welfare Fund.
- n. Any other matter with the permission of the chairperson.

Principal:  
Principal *Reema*  
Dr. Reema Talwar  
Shanti Devi Arya Mahila College  
Dinanagar (GSP.)

IQAC  
Co-ordinator  
*Meneete*

The meeting was held on 21<sup>st</sup> July 2021 at 11:30 AM in the IQAC Room of SDAM College, Dinanagar.

Members who attended the meeting were:-

1. Dr. Reena Talwar (Principal) R. e n a
2. Dr. Maneeta Kahlon (Co-ordinator, IQAC)
3. Dr. Sushma Gupta (Vice-Principal) S. u s h m a
4. Dr. Kulwinder Kaur Chheenai K. u l w i n d e r
5. Mrs. Sunita Verma S. u n i t a
6. Mrs. Randeep Dhoot R. D
7. Mrs. Sangeeta Malhotra
8. Mrs. Parveen Saini P. S
9. Mrs. Deepak Jyoti D. J
10. Dr. Anjna Malhotra A. M
11. Mrs. Jyoti Saini J. S
12. Mrs. Neenu Sharma N. S

As this is the custom of the college, the meeting started with the recitation of Gayatri Mantra.

1. The chairperson welcomed the whole staff members.
2. Preparatory measures for the sanitization of college were discussed by the chairperson. Chairperson acquainted the staff with the safety measures adopted by the college as per directions from MHRD. She told the members that the college has purchased thermal scanner (for proper checking of temperature), sanitizers (to sanitize the whole college) and hand free sanitizers for everybody's safety.
3. The chairperson advised Science department for maintenance of Herbal garden by planting the Herbal tree saplings like Tulsi, Ashwaganda, Neem, Aloe vera, Stevia, Hing, all spices, Tejpatta, Kapoor etc. as these plants are now proved a blessing for humanity to fight with COVID-19. Under Green Initiative and Best Practices, the chairperson devised members to gift potted plants to staff members on their birthdays. It was decided that the said members will also gift the same to the college.
4. The chairperson congratulated the faculty members for the successful conduct of various National and International Webinars.
5. The chairperson also appreciated the distribution of masks and sanitizers to poor people in the vicinity of the college by the NSS, NCC and FD Departments.
6. Teachers informed the chairperson about their participation in various webinars and online FDPs.
7. The chairperson directed multiple measures to maintain cleanliness, healthy and hygiene in the college. She even suggested a body of student council for the maintenance.
8. The chairperson congratulated the Fine Arts and the FD department for winning many online competitions. The chairperson proposed every department to participate in various online competitions.
9. The chairperson congratulated Youth Welfare Department for winning the Champion Trophy in Online Inter-College Cultural Festival "Golden Sprits 2021".
10. The chairperson congratulated everyone on winning Green Champion Award by MGNCRE.
11. The chairperson appreciated the successfully completion of online hobby classes conducted by various departments, Home Science department, Fashion Designing department, Computer department, Cosmetology department, Physical Education department and Fine Arts department.
12. The chairperson proposed IQAC to organize weekly Havan following the principles of Arya Samaj.
13. The chairperson advised to organize COCID-19 Vaccination Camp for college students and staff members.
14. Different Departments of the institution proposed to organize World Nature Conservation Day, Kargil Vijay Diwas, Teej Festival, International Youth Day, Independence Day, Janamashtmi Mahotsav, Teacher's Day, and Hindi Diwas.
15. All the members suggested organizing the Teacher's Honor Ceremony to honor the diligent teachers, Alumni working as teachers and representatives of surrounding schools and to boost the admission. She then proposed to organize the said event in the first week of September.
16. The chairperson asked different departments to work efficiently to promote entrepreneurship and to develop their skills. The department of Home Science, Cosmetology and Fashion Designing proposed their practices to do the same.

17. The chairperson directed the members to make full use of Staff Welfare Fund to be used for the welfare of teaching and non-teaching staff members and members of class IV.

18. In the end, the chairperson thanked all the members for their active participation.

The meeting came to a closer with the recitation of Shanti Path.

### ACTION TAKEN REPORT

Date	Action Taken	Departments
28 Jul 2021	Science department celebrated "World Nature Conservation Day" by organizing Poster Making, Slogan Writing and Collage Making competitions.	Science Department
28 Jul 2021	NSS & NCC department paid homage to the Martyrs of Kargil on "Kargil Vijay Diwas".	NSS & NCC Department
31 Jul 2021	Science department established Herbal garden in the College Campus. More than 60 Herbal tree saplings were planted in Herbal garden like Kapoor, Tulsi, Hing, all spices, kadipatta, Stevia, Tej patta, Belpatra, etc.	Science Department
07 Aug 2021	Science, NSS and NCC departments & Red Cross organized one day Covid-19 Vaccination Camp.	Science, NSS NCC and Red Cross Deprts
09 Aug 2021	Punjab Folk Art Centre Gurdaspur organised "Two week Free workshop of Giddha and Sammi, (Folk Dances) of Punjab".	Youth Welfare Department
12 Aug 2021	NCC Cadets visited the temple of Shaheed situated at Village Paniaar, near Gurdaspur to celebrate International Youth Day.	NCC Department
13 Aug 2021	The college organized COVID-19 Vaccination Camp.	NSS ,NCC & Red Cross Department
14 Aug 2021	NCC & NSS Departments organized series of activities to commemorate 75th Anniversary of Independence Day from 6th August 2021 to 13th August 2021.	NCC & NSS Department
17 Aug 2021	Youth Welfare and Post Graduate departments of Punjabi celebrated Teej Festival.	Youth Welfare Department. and PG Department of Punjabi
21 Aug 2021	PG department of Fashion Designing celebrated Rakhi Festival by organizing Rakhi Making competition.	PG Department of Fashion Designing
24 Aug 2021	College received Green Champion Award by Mahatma Gandhi National Council and Ministry of Higher Education (MGNCRE), Govt. of India.	NSS & IQAC
28 Aug 2021	Placement Cell organized " Placement Drive".	IQAC/ Placement Cell
01 Sep 2021	PG department of Hindi organised 'Janamashtmi Mahotsav' in collaboration with "Dharam Jagran Manch, Diananagar.	PG Department of Hindi
04 Sep 2021	Post Graduate department of Computer science and Commerce celebrated "Teacher's Day".	PG Department of Computer science and Commerce
06 Sep 2021	The college organized 'Teacher's Honor Ceremony' to honor teachers.	IQAC

14 Sep 2021

NCC department and Dr. Ambedkar Study  
Centre celebrated "Hindi Diwas".

NCC Department and Dr.  
Ambedkar Study Centre

*Deena*  
Principal  
Shanti Devi Arya Mahila College  
Dinanagar (GSP.)

Meeting: 16<sup>th</sup> September 2021

Meeting Notice

Date: 15-9-2021

To all the members of IQAC

Sub: IQAC – Convening the meeting of the members of IQAC on 16<sup>th</sup> September 2021 at 12:30 pm in IQAC Room.

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Agenda:

- a. To discuss the action taken on the minutes of the previous meeting.
- b. To discuss the submission of AQAR.
- c. To conduct house tests for odd Semester classes.
- d. To start remedial classes for slow learners and special classes for meritorious students.
- e. To discuss the role of NSS/NCC/ Red Cross/Youth Welfare Dept. in this period.
- f. To discuss the conduct of Online/Offline Extension lectures, Peer Teaching Learning Activities, webinars, workshops, seminars, competitions, Hobby Classes, Placement Drive and Campaign, Educational Trips, etc.
- g. To celebrate National and International days.
- h. To formulate Mentor-Mentees Group, Buddy Group, different Clubs and Committees.
- i. To plan District Level Competitions of Red Ribbon Club.
- j. To conduct COVID-19 vaccination camp.
- k. To organize Virtual Alumni Meet.
- l. To apply for ‘Skill Hub Initiative’ under PMKVY 3.0.
- m. Any other matter with the permission of the chairperson.

*Reena*  
Principal  
Shanti Devi Arya Mahila College

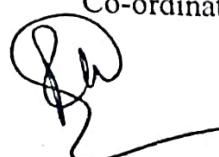
Principal: **Dinanagar (GSP.)**

Dr. Reena Talwar

Chairperson

IQAC

IQAC  
Co-ordinator



The meeting of IQAC was held on 16 September 2021 at 12:30 PM in the IQAC Room of SDAM College, Dinanagar. The following members attended this meeting:

1. Dr. Reena Talwar (Principal) *Reena*
2. Mrs. Randeep Dhoot (Co-ordinator, IQAC) *Randeep*
3. Mrs. Deepak Jyoti (Co-ordinator, IQAC) *Deepak*
4. Dr. Sushma Gupta (Vice-Principal) *Sushma*
5. Dr. Kulwinder Kaur Chheena *Kulwinder*
6. Mrs. Sangeeta Malhotra *Sangeeta*
7. Mrs. Sunita Verma *Sunita*
8. Mrs. Parveen Saini *Parveen*
9. Dr. Anjna Malhotra *Anjna Malhotra*
10. Mrs. Jyoti Saini *Jyoti Saini*
11. Mrs. Neenu Sharma *Neenu*

As this is the custom of the college, the meeting started with the recitation of Gayatri Mantra.

1. The chairperson welcomed the whole staff members.
2. The chairperson congratulated Mrs. Randeep Dhoot & Mrs. Deepak Jyoti for becoming IQAC co-ordinators.
3. The chairperson congratulated the faculty members for the successful conduct of various National and International Webinars.
4. Members of IQAC reviewed the reports of different committees of the college for setting the benchmarks/parameters for the various academic, administrative, research and extensive activities of the college.
5. Teachers informed the chairperson about their participation in various webinars and online FDPs.
6. The chairperson proposed every department to participate in various online/offline competitions.
7. Different department of the institution proposed to organize World Ozone Day, Hindi Samarpan Samaroh, National Nutrition Month, FIT INDIA FREEDOM RUN to commemorate "Azadi Ka Amrit Mahotsva", 400th Parkash Purab of Sri Guru Teg Bahadur ji, Maharishi Dayanand Saraswati Balidaan Utsav and Nirwana Utsav of Swami Sarwanand Saraswati, Birth Anniversary of Shri Guru Nanak Dev ji, Sveep Awareness Campaign, Communal Harmony Week, Constitution Day, Punjabi Suba, World AIDS Day, Human Rights Day, National Energy Conservation Day, Vijay Diwas, Makar Sankranti, Army Day, etc.
8. The chairperson proposed Red Ribbon Club/ IQAC to organize District Level Competitions of Red Ribbon Clubs by Directorate of Youth Services Punjab in collaboration with Punjab State Aids Control Society Chandigarh. She wanted everyone to follow a fruitful approach.
9. The chairperson devised a strategic modulation for the Youth Welfare Department to participate in Zonal Youth Festival.
10. The chairperson directed the member's in-charges to formulate Mentor-Mentees Groups, Buddy Groups, different clubs and committees to resolve the issues faced by students and to enhance their capabilities.
11. The chairperson advised different departments to inaugurate series of Peer teaching/learning activities, Online/Offline Extension lectures, webinars, workshop, seminars, competitions, Hobby Classes, Placement Drive and campaign, Educational Trips, etc.
12. The chairperson proposed that the Mid Semester House Test to be held in 2<sup>nd</sup> week of November.
13. The chairperson directed NSS,NCC and Red Cross Unit to organize COVID-19 Vaccination Camp for students and staff members.
14. The chairperson proposed to receive grant by enrolling students in 'Skill Hub Initiative' under Pradhan Mantri Kaushal Vikas Yojana 3.0 organised by Ministry of Skill Development and Entrepreneurship (MSDE) in consultation with Ministry of Education (MoE).
15. In the end, the chairperson thanked all the members for their active participation.

The meeting came to a closer with the recitation of Shanti Paath.

### ACTION TAKEN REPORT

Date	Action Taken	Departments
16 Sep 2021	Science department celebrated "World Ozone Day" by organizing Poster Making, Slogan Writing and Declamation Competitions.	Science Department
25 Sep 2021	Directorate of Youth Services Punjab in collaboration with Punjab State Aids Control Society, Chandigarh organized District Level Competitions of Red Ribbon Clubs.	Red Ribbon Club/ IQAC
14-29 Sep 2021	P.G. department of Hindi under IQAC organized "Hindi Samarpan Samaroh".	P.G. Department of Hindi / IQAC
29 Sep 2021	Home Science & NSS departments in collaboration with Inner Wheel Club of Gurdaspur organized a seminar on the topic "Holistic Nourishment "to celebrate 'National Nutrition Month'.	Home Science & NSS Department
30 Sep 2021	NSS and Physical Education departments organized a FIT INDIA FREEDOM RUN to commemorate Azadi Ka Amrit Mahotsva.	NSS and Physical Education Departments
05 Oct 2021	P.G department of Punjabi organized a seminar on the topic 'Sri Guru Tegh Bahadur Ji : Thinking and Martyrdom ' to celebrate the 400th Parkash purab of Sri Guru Teg Bahadur ji.	P.G Department of Punjabi
13 Oct 2021	Inaugural Hawan was organized at College Campus.	IQAC
18 Oct 2021	IQAC organized an extension lecture on Girl Education.	IQAC
21 Oct 2021	Youth Welfare department participate in Zonal Youth Festival held at Guru Nanak Dev University and bagged 1st Runner-Up' Trophy.	Youth Welfare Department
31 <sup>st</sup> Oct 2021	Hindi department celebrated Maharishi Dayanand Saraswati Balidaan Utsav and Nirwana Utsav of Swami Sarwanand Saraswati.	Hindi Department
01 Nov 2021	PG department of English organized a "Poem Recitation Contest".	PG Department of English
03 Nov 2021	PG department of Computer Science and IT organized workshop on "Networking".	PG Department of Computer Science and IT
13 Nov 2021	A Virtual Alumni Meet was successfully organized.	Alumni Association and IQAC
18 Nov 2021	PG department of Punjabi celebrated "Guru Nanak Dev ji's birth anniversary".	PG Department of Punjabi and IQAC

23 Nov 2021	NSS department organized "Sveep Awareness Campaign".	NSS Department
25 Nov 2021	PG department of Political Science organized a webinar to observe the International Day for the Elimination of violence against women.	PG department of Political Science
25 Nov 2021	NSS department celebrated "Communal Harmony Week".	NSS Department
26 Nov 2021	PG Department of Political Science inaugurated series of Peer teaching/learning activities to improve students' attitudes towards learning and to develop more understanding about their subjects through interactive mode.	IQAC & PG Department of Political Science
26 Nov 2021	PG department of Political Science and NCC department organized an expert talk to celebrate "Constitution Day".	PG department of Political Science and NCC Department
27 Nov 2021	ECO Club organized College trip to Science City.	ECO Club/IQAC
27 Nov 2021	Department of History organized a webinar on the topic: "Colonialism and Contours of Cultural Resistance: Guru Nanak in Early Twentieth Century Punjabi Poetry".	Department of History
29 Nov 2021	Placement Cell organized Seminar on "Career Counseling".	Placement Cell/IQAC
30 Nov 2021	P.G department of Punjabi organized "Writing and Geet/Lokgeet Competition" to celebrate the anniversary of Punjabi Suba.	P.G Department of Punjabi
01 Dec 2021	Staff Welfare Society celebrated birthdays of Staff Members falling in the month of November by gifting them Potted Plants.	Staff welfare Society/IQAC
02 Dec 2021	COVID Vaccination Camp was organized at Main Dispensary, Dinanagar.	NSS, NCC & Red Cross Unit
04 Dec 2021	NSS Department celebrated World AIDS Day.	NSS Department
04 Dec 2021	Department of Psychology organized a webinar on the topic "Career Opportunities in Psychology".	Department of Psychology
06 Dec 2021	PG Department of Fashion Designing and Home Science Department organised a workshop of Tie and Dye.	PG Department of Fashion Designing and Home Science Department
06 Dec 2021	PG department of Computer Science & IT organized "Cyber Security Awareness Campaign".	PG Department of Computer Science & IT/IQAC

03-06 Dec 2021	PG department of English organized series of Peer Teaching/Learning activities to enhance students' level of creativity in expressing ideas and to promote the active learning along with interpersonal skills.\	PG Department of English & IQAC
11 Dec 2021	PG department of Political Science organized an Essay writing competition to celebrate the Human Rights Day-the day on which the United Nations General Assembly adopted, in 1948, the Universal Declaration of Human Rights.	PG Department of Political Science
11 Dec 2021	Post Graduate Department of Commerce organised trip to Sada Pind.	PG Department of Commerce/ IQAC
11 Dec 2021	The psychology club "The Enlightened Minds" organized a session on "Psychological Testing".	Psychology club/IQAC
12 Dec 2021	Department of Biotechnology organised an educational trip to CSIR-IHBT Palampur.	Department of Biotechnology /IQAC
13 Dec 2021	Dr. Ambedkar studies Centre organised a webinar on "Sexual Harassment of Women at Workplace: Prevention, Prohibition and Redressal".	Dr. Ambedkar studies Centre
14 Dec 2021	Science department celebrated National Energy conservation Day.	Science Department
15 Dec, 2021	Post graduate department of Commerce and Economics organised Seminars on various topics under Peer Teaching/ learning activities.	Post graduate department of Commerce and Economics/ IQAC
15 Jan 2022	Staff Welfare Society celebrated birthdays of Staff Members falling in the month of January by gifting them Potted Plants.	Staff welfare Society/IQAC
17 Dec 2021	The NCC and NSS department celebrated Vijay Diwas to honour the victory of Indian Army Forces over Pakistan in the 1971 war.	NCC and NSS Departments
20 Dec 2021	Science and Physical education departments organized a trip to Sadda Pind.	Science and Physical Education Department/ IQAC
12 Jan 2022	NSS Department organized an online webinar on Swami Vivekanand Ji's life and his Contribution for Society to celebrate National Youth Day.	NSS Department
14 Jan 2022	Solemnized Hawan on the auspicious day of Makar Sankranti.	IQAC
15 Jan 2022	NCC department celebrated Army Day.	NCC Department

*Principal*  
Shanti Devi Arya Mahila College  
Dinanagar (GSP.)

Meeting: 18<sup>th</sup> January 2022

Meeting Notice

Date: 17<sup>th</sup> January 2022

To all the members of IQAC

Sub: IQAC – Convening the meeting of the members of IQAC on 18<sup>th</sup> January 2022 at 12:30 pm in IQAC Room.

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Agenda:

- i. To discuss the action taken on the minutes of the previous meetings.
- ii. To discuss the conduct of online odd semester University exams.
- iii. To discuss Teachers' Self Appraisal Forms and Students' Feedback Forms.
- iv. To analyze the results of Odd semester final results.
- v. To form committees for organizing imperative functions like Convocation, Teacher Award Ceremony, Annual Function and Sports Meet, etc.
- vi. To discuss the conduct of Online/Offline Extension lectures, Peer Teaching Learning Activities, webinars, workshop, seminars, competitions, Hobby Classes, Placement Drive and Campaign, Educational Trips, Camps, Programs, etc.
- vii. To conduct house exams in the month of April.
- viii. To celebrate national and international days.
- ix. To discuss the progress report of Add on Courses.
- x. To conduct COVID-19 vaccination camp.
- xi. Requirement of Infrastructure for students and staff for next session.
- xii. To discuss the new courses and subjects to be applied to UGC.
- xiii. To promote Yoga Meditation.
- xiv. Any other matter with the permission of the chair.

*Reena*  
Principal  
Shanti Devi Arya Mahila College

Principal  
Dinanagar (GSP.)  
Dr. Reena Talwar  
Chairperson  
IQAC

IQAC  
Co-ordinator



## Minutes of the Meeting held on 18 Jan. 2022

The meeting of IQAC was held on 18 Jan 2022 at 12:30 PM in the IQAC Room of SDAM College, Dinanagar.

Members who attended the meeting were: -

1. Dr. Reena Talwar (Principal) *Reena*
2. Mrs. Randeep Dhoot (Co-ordinator, IQAC) *R*
3. Mrs. Deepak Jyoti (Co-ordinator, IQAC) *DJ*
4. Dr. Kulwinder Kaur Chheena, *Kulwinder*
5. Dr. Sushma Gupta *Sushma*
6. Mrs. Sangeeta Malhotra *Sangeeta*
7. Mrs. Sunita Verma *Sunita*
8. Mrs. Parveen Saini *Parveen*
9. Dr. Anjna Malhotra *Anjna*
10. Mrs. Jyoti Saini *Jyoti Saini*
11. Mrs. Neenu Sharma *Neenu*

As this is the ritual of the college, meeting started with recitation of Gayatri Mantra

1. Minutes of previous meeting were confirmed.
2. The chairperson devised different departments to conduct online odd semester university examination. She wanted the members to create new e-mails and Google links for smooth conduct of said procedure.
3. The overall academic plan and progress of students was reviewed. Result analysis team was formed to analyze results of odd semester.
4. IQAC Coordinator discussed the essentials for AQAR and asked the HODs to provide departmental activities reports. She also asked teachers to fill self-appraisal forms.
5. Different departments of the institution proposed to organize National Girl Child Day, National Voters Day, Martyrs' Day, World Cancer Day, International Mother Language Day, National Mathematics Day, National Science Day, International Women's Day, Shaheedi Diwas, World TB Day, World Poetry Day, World Theatre Day, World Health Day, etc.
6. Chairperson fixed dates for Convocation, Teacher Award Ceremony, Annual Function and Sports Meet. Committees were formed to organize different upcoming functions.
7. A Research Committee was set up to organize/supervise research related activities in the college involving and benefitting both students and faculty.
8. Controller of College Examinations Dr. Sushma Gupta discussed the exam schedule of even semester with members and it was decided unanimously that exams will be held in the month of April. The Chairperson told all the HODs to ensure the completion of 75% of syllabus till exams.
9. The chairperson suggested to promote "Janbhagidari Model" in form of Har Ghar Dhyani" Campaign launched by Ministry of Culture.
10. IQAC coordinator Mrs. Randeep Dhoot told all the members to submit criterion wise SSS Performa.
11. The chairperson discussed the new courses and subjects to be applied to UGC. It was unanimously decided that college will apply for B.A. Social Studies. Dr. Anjna Malhotra was decided to handle its accumulation process. The chairperson directed the concerned staff members to handle the inspection to be held in the month of March.
12. Academic Calendar for the next semester was designed, which is to be followed by each department.

Guidelines for internal administrative audit were set.

- i) Stock verification of various Departments
- ii) Application of leave rules – CL, Medical Leave, etc.
- iii) Attendance records
- iv) Service Book completion
- v) Procedures of Record Keeping
- vi) Automation /Use of IT/ Computerization.

The meeting came to a closer with the recitation of Shanti Path.

## ACTION TAKEN REPORT

Date	Action Taken	Departments
25 Jan 2022	NSS department organized 'National Girl Child Day'.	NSS Department
25 Jan 2022	NSS department and Buddy Group celebrated "National Voters Day".	NSS Department and Buddy Group
27 Jan 2022	Career Guidance Cell organized a career guidance event for the students.	Career Guidance Cell/IQAC
27 Jan 2022	After a series of so many successful ventures, the NSS department and Buddy group organised one more vaccination camp.	NSS department and Buddy group
31 Jan 2022	'Martyrs' Day' was celebrated to commemorate the sacrifices of freedom fighters.	IQAC
4 Feb 2022	Science department celebrated "World Cancer Day".	Science Department
13 Feb 2022	NSS department organized "Voter Awareness Campaign" at Tango Shah village.	NSS Department
21 Feb 2022	PG department of Punjabi celebrated "International Mother Language Day".	PG Department of Punjabi
22 Feb 2022	Solemnized 'Hawan' to mark the commencement of the even semester.	IQAC
25 Feb 2022	Mathematics department celebrated "National Mathematics Day" sponsored by Punjab State Council for Science and Technology.	Mathematics Department
28 Feb 2022	Science department celebrated 'National Science Day'.	Science Department
05 Mar 2022	'Career Guidance Cell' organized a career counseling program with the teachers of 'Austin Institutions' Gurdaspur.	Career Guidance Cell/IQAC
07 Mar 2022	N.S.S department organized workshop on Women Entrepreneurship and Skill Development to celebrate International Women's Day.	N.S.S Department
12 Mar 2022	Teacher Award Ceremony was organized to honor the diligent teachers and representatives of surrounding schools and to boost the admission.	IQAC & Alumni Association
15 Mar 2022	Post Graduate department of Economics and Commerce, organized a seminar on "Consumer Rights" to celebrate 'World Consumer Rights Day'.	Post Graduate department of Economics and Commerce/ IQAC
23 Mar 2022	N.S.S, Political Science and History departments observed Shaheedi Diwas.	N.S.S, Political Science and History departments
24 Mar 2022	Department of Physical Education organized 'Annual Sports Meet'.	Department of Physical Education/

24 Mar 2022	N.S.S. & Science departments observed 'World TB Day'.	IQAC N.S.S. & Science Departments
28 Mar 2022	Post Graduate department of Hindi organized one day seminar on topic "Society, Literature and Culture" on World Poetry Day.	PG Department of Hindi
29 Mar 2022	PG department of English organised a stage drama enacted by famous dramatist Lucky Gupta to mark the eminence of "World Theatre Day".	PG Department of English/IQAC

*Dipika*  
Principal  
Shanti Devi Arya Mahila College  
Dinanagar (GSP.)

Meeting: 2<sup>nd</sup> April 2022

Meeting Notice

Date: 1<sup>st</sup> April 2022

To all the members of IQAC

Sub: IQAC – Convening the meeting of the members of IQAC on 2<sup>nd</sup> April 2021 at 11:30 AM in IQAC Room.

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Agenda:

1. To discuss the action taken on the minutes of the previous meetings.
2. Review career advancement scheme cases to discuss regarding preparation of AQAR.
3. To discuss the activities of NCC and NSS.
4. To discuss house exams and even semester final university examinations.

Principal  
Shanti Devi Arya Mahila College  
Dr. Reena Takwani (GSP.)  
Chairperson  
IQAC

IQAC  
Co-Ordinator



The meeting was held on 2<sup>nd</sup> April 2021 at 11:30 AM in the IQAC Room of SDAM College, Dinanagar.

1. Dr. Reena Talwar (Principal) *Reena*
2. Mrs. Randeep Dhoot (Co-ordinator, IQAC) *RD*
3. Mrs. Deepak Jyoti (Co-ordinator, IQAC) *Deepak*
4. Dr. Kulwinder Kaur Chheena, *Kulwinder*
5. Dr. Sushma Gupta *Sushma*
6. Mrs. Sunita Verma *Sunita*
7. Mrs. Parveen Saini *Parveen*
8. Dr. Anjna Malhotra *Anjna Malhotra*
9. Mrs. Jyoti Saini *Jyoti Saini*
10. Mrs. Neenu Sharma *Neenu*

Member who did not attend the meeting:-

1. Mrs. Sangeeta Malhotra

As this is the custom of the college, the meeting started with the recitation of Gayatri Mantra.

1. Minutes of previous meetings were confirmed.
2. The chairperson advised HODs to conduct departmental activities with emphasis on greater participation by students.
3. The chairperson allotted dates to all departments to conduct webinars for the benefit of faculty as well as students.
4. The chairperson allotted changed dates for house exams to Dr. Sushma Gupta since the semester examination got late and now held to be scheduled on 1<sup>st</sup> week of May.
5. Different departments of the institution proposed to organize and celebrate Earth Day, Rabindranath Tagore Jayanti, World Thalassemia Day, World Hypertension Day, World Drawing Day, Anti- Terrorism Day, International Biodiversity Day, World No Tobacco Day, World Environment Day, World Blood Donor's Day, International Yoga Day , farewell Parties, etc.
6. The chairperson directed staff members to emphasize the importance of newly launched course B.A. Social Studies to be told to the students and to devise a strategic procedure to enroll students in this course.
7. The chairperson directed the examination controller and other members to successfully conduct offline even semester final examinations after online examinations.
8. The meeting ended with a vote of thanks to the chair.

The meeting came to a closer with the recitation of Shanti Path.

## ACTION TAKEN REPORT

Date	Action Taken	Departments
05 Apr 2022	Post Graduate department of Computer Science and IT and Placement Cell organized a workshop on " Personality Development".	Post Graduate Department of Computer Science and IT / Placement Cell/IQAC
07 April 2022	N.S.S, N.C.C, Red Ribbon Club, Red Cross, Youth Welfare Departments celebrated "World Health Day" under Ek Bharat Shreshtha Bharat (EBSB) programme.	N.S.S, N.C.C, Red Ribbon Club, Red Cross & Youth Welfare Departments
19 Apr 2022	Farewell party 'Udaan-2022' was organized.	IQAC
23 Apr 2022	Science, NSS and NCC departments celebrated Earth Day.	Science , NSS and NCC departments
25 Apr 2022	Placement cell organized a Placement Drive	Placement cell/IQAC
28 Apr 2022	PG department of Computer Science, Science and Commerce organised one day National Webinar on the topic 'Intellectual Property Rights'.	PG Departments of Computer Science/Commerce & Science Departments/ IQAC
09 May 2022	PG department of Political Science celebrated Rabindranath Tagore Jayanti.	PG Department of Political Science
09 May 2022	PG Department of Punjabi in collaboration with Sahit Sangam, Dinanagar organized a special session on critical appreciation of 'Mangat Chanchal's new released book "TAPASH" and a poetical symposium.	PG Department of Punjabi
13 May 2022	Department of Psychology, under the aegis of IQAC organised a workshop cum webinar on "Emergence, Current Trends and Applications of Psychology".	Department of Psychology/ IQAC
14 May 2022	The department of Punjabi with the collaboration of 'International Punjabi Sahitya Sabha, Dinanagar ' organised the book release and critical appreciation of 'Sardar Dhyan Singh Shah Sikandar's Poetry Book 'Kaav Rang'.	PG Department of Punjabi
14 May 2022	Miss Gurpriya Saini from Biotech Department gave lecture on "World Thalassemia Day ".	RRC and NSS Departments
17 May 2022	Science department, under "Ek Bharat Shreshtha Bharat" club observed "World Hypertension Day" by organizing "Free Medical Checkup Camp".	Science Department
18 May 2022	Fine Arts department celebrated "World Drawing Day.	Fine Arts Department
20 May 2022	Department of History organized an Essay Writing Competition on Anti-Terrorism.	History Department
21 May 2022	Department of Physical Education organised one day trip to Sun City, Amritsar.	Physical Education Department

22 May 2022	Science and NSS departments under 'Ek Bharat Shreshth Bharat mission' celebrated "International Biodiversity Day".	Science and NSS Departments
24 May 2022	College performed 'Havan Ceremony' to seek the blessings of the Almighty for the success of examination of even semesters.	IQAC
24 May 2022	A cycle rally was organized by the NCC and NSS Department to create awareness among the people to save the environment.	NCC and NSS Departments
25 May 2022	College organised a farewell party "JASHAN-E-RUKHSAT".	IQAC
26 May 2022	PG department of English organised a motivational session-cum- Stand up Comedy act with Mr. Gurbhagat Singh.	PG Department of English
30 May 2022	Department of Bio-Technology organised a trip to Pushpa Gujral Science City, Kapurthala.	Bio-Technology Department/ IQAC
31 May 2022	NSS and NCC departments under " Ek Bharat shreshth Bharat mission" of Govt. of India observed "World No Tobacco Day".	NSS and NCC Departments
06 Jun 2022	Under "Ek Bharat Shreshtha Bharat Mission" Departments of Science, NSS, NCC celebrated "World Environment Day".	Science, NSS, NCC Departments
14 Jun 2022	"World Blood Donor's Day" was celebrated NSS Department under the activities of Ek Bharat Shreshtha Bharat.	NSS Department
15 Jun 2022	A cleanliness campaign was organized by the NCC department under the Puneet Sagar Abhiyan run by the Government of India.	NCC Department
21 Jun 2022	N.S.S , N.C.C and Physical Education departments in collaboration with "Ek Bharat Shreshth Bharat club", celebrated "International Yoga Day "	N.S.S , N.C.C and Physical Education departments
23 Jun 2022	Punjab Folk Art Centre, Gurdaspur in collaboration with Youth Welfare Department organized "Summer Workshops" under The Performing Arts Scheme of Ministry of Culture, Govt. Of India, from 15th June to 30th June 2022.	Youth Welfare Department

  
 Principal  
 Shanti Devi Arya Mahila College  
 Dinanagar (GSP.)