

**30-06-2021**

**Agenda**

1. Upgrading rooms/ offices of administrative block.
2. Purchase of IT equipment for improvement of teaching learning process.

An online meeting of the IQAC was held in the Principal's Office. The following members attended the meeting.

1. Dr. Gurpreet Kaur
2. Dr. Ashwani Bhalla
3. Dr Tanvir Likhari
4. Dr Harblas Heera
5. Dr. Satya Rani
6. Prof. Suman Lata
7. Prof. Deepak Chopra
8. Dr. Gursharanjit Singh Sandhu
9. Prof Kamal Kishore
10. Prof. Poonam Mahajan
11. Prof. HL Basra
12. Prof. Amita Rawlley
13. Prof Neelam Bhardwaj
14. Prof Harmeet Kaur Jhajj

The following decisions were taken in the meeting:

1. In response to the needs of the administrative staff, a decision was taken in a meeting regarding the air-conditioning of the staff room, NAAC room, Bursar room, Vice-Principal's Office, Library, administrative office and examination branch. Approval for the same was given by the committee.
2. The Heads of PG departments should collaborate and organize activities for the holistic development of students.
3. New add-on multidisciplinary courses should be started for the benefit of the students.
4. IT equipment needs to be augmented for webcams and tabs for computer labs should be purchased for better delivery of classes in blended mode.

**Action Taken**

1. Webcams and Tablets purchased to enhance the teaching learning process.
2. Departments organized various events and activities for the holistic development of students.
3. Rooms and offices in the administrative block upgraded with air conditioning.

**27-08-2021**

A meeting of the HEIS and IQAC was held in the Principal's Office. The following members attended the meeting:

1. Dr. Satya Rani
2. Dr Tanvir Likhari
3. Dr Harblas Heera
4. Prof. Suman Lata
5. Prof. Deepak Chopra
6. Dr. Gursharanjit Singh Sandhu
7. Prof Kamal Kishore
8. Prof. Poonam Mahajan
9. Prof. HL Basra
10. Prof Amita Rawlley
11. Prof Neelam Bhardwaj
12. Prof Harmeet Kaur Jhajj

The following decisions were taken.

1. Research environment in the college needs to be enhanced. Teachers should be encouraged to join FDPs and improve/update their knowledge.
2. To maintain the campus a tractor, tractor trolley, grass-cutter and reaper needs to be purchased.
3. Resource persons need to be employed for BCA Maths.
4. A faculty member should be sought for teaching MSc Physics. The committee approved advertising for the same.
5. Placement drives and career guidance seminars need to be organized for the benefit of the students.

**Action Taken**

1. Equipment purchased for campus beautification and maintenance.
2. Placement drives are organized for the benefit of students.
3. Faculty members were hired against vacant posts under Higher Education Society.

**02-11-2021**

A meeting of the College Council and IQAC was held in the Principal's Office. The following members attended the meeting.

1. Dr. Satya Rani
2. Dr Tanvir Likhari
3. Dr Harblas Heera
4. Prof. Suman Lata
5. Prof. Deepak Chopra
6. Dr. Gursharanjit Singh Sandhu
7. Prof Kamal Kishore
8. Prof. Poonam Mahajan
9. Prof. HL Basra
10. Prof Amita Rawlley
11. Prof Neelam Bhardwaj
12. Prof Harmeet Kaur Jhajj

The following things were discussed:

1. Review of previous meeting and subsequent actions taken.
2. To plan the effective utilization of the RUSA grant, it was decided that Heads of departments need to ensure the effective use of the RUSA grant.
3. Skill based courses is the need of the hour. Multidisciplinary and skill courses should be started for students to increase employability.
4. Industry institute interaction needs to be strengthened. Some of our alumni are heading big industrial units in the city. They can be contacted for providing good internships for students for best possible exposure.

**Action Taken**

1. Four new certificate courses started to enhance the resume and employability of students.
2. Heads of departments gave suggestions as to how the RUSA grant can be utilized in the best possible way.

**26-03-2022**

### **Agenda**

The members met to assess the status of AQAR 20-21. A meeting of the IQAC was held in the conference room. It was attended by the following members:

1. Dr Pardeep Singh Walia
2. Dr Tanvir Likhari
3. Dr. Satya Rani
4. Prof. Suman Lata
5. Prof. Deepak Chopra
6. Dr. Gursharanjit Singh Sandhu
7. Prof Kamal Kishore
8. Prof. Poonam Mahajan
9. Prof. HL Basra
10. Prof Amita Rawlley
11. Prof Neelam Bhardwaj
12. Prof Harmeet Kaur Jhajj

The following decisions were taken:

1. Review of previous meetings and subsequent actions were taken.
2. It was decided that AQAR 2020-21 needs to be filled on priority basis. Data should be compiled criteria wise. There will be a review meeting after 15 days.
3. All supporting files should be stored safely in hard as well as soft copy.
4. All department heads need to compile activities for the proper submission of AQAR.

### **Action Taken**

1. Criteria Incharges started working on their respective section for the AQAR.
2. All necessary documentation and data sorting was started.

## Significant Contribution of IQAC

The IQAC has been working towards the holistic development of students and towards creating an ideal teaching learning environment in the college. Various seminars and extension lectures were held to spruce up the intellect of the students and towards their holistic development. The departments of Physics, Punjabi, Maths, Geography and Commerce hosted extension lectures for their students. The department of English hosted an online Ru-b-ru interaction with notable theatre personality Mohammed Ali Baig to open new vistas for students (on 9th June 2021). The department of Hindi organised a workshop on Nagari Lipi ki Vaigyanikta (on 26th March 2022).

The career counselling and placement cell was very active throughout the year under the aegis of IQAC. Placement drives were held and students were shortlisted/selected for jobs. Seminars were organised on employment challenges and how to crack competitive exams.

In an effort to improve the feedback mechanism of the college, feedback links were activated on the college website for all stakeholders: students, teachers, alumni and employers. Alumni meet was organised on 12th March 2022.

IQAC initiated green practices and plantation drives along with cleanliness drive and celebration of environment day in order to sensitise the students towards a clean and green environment.

IQAC was instrumental in upgrading educational infrastructure and also in recarpetting of roads inside the campus. The foundation stone of Guru Gobind Singh Bhawan was also laid.

**Memorandum of Understanding (MOU)**  
**For Establishment of Study Centre of**  
**Jagat Guru Nanak Dev Punjab State Open University**  
**Patiala**

(To be submitted by the Management on Rs. 100/- Non-Judicial Bond Paper)

We  
Mr/ Mrs/Dt. Dharam Singh Samra Principal /Director of the College/Director of  
Institution of S.G.O Govt College, Ludhiana have given to understand  
about the various Academic Programmes of Jagat Guru Nanak Dev Punjab State Open  
University, Patiala (herein after called as JGNDPSOU) Patiala.

We here by agree to offer the Services of our Organization/Institute/College for the  
establishment of Study Center/Learner Support Centre for academic programmes  
under the Jagat Guru Nanak Dev Punjab State Open University, Patiala.

**Terms and Conditions:**

1. We hereby agree to spare the accommodation, equipments, tools and other infrastructure facilities for implementation of the programme as prescribed by Jagat Guru Nanak Dev Punjab State Open University, Patiala.
2. We hereby agree to insure security and record of learning material with necessary administrative documents provided by Jagat Guru Nanak Dev Punjab State Open University, Patiala.
3. We hereby agree to provide willing faculty members of our Organization/Institute/ College to ,work in designated study centre as Coordinator, Teacher Counsellors, Accountants, Assistant and also a Peon as prescribed by the Jagat Guru Nanak Dev Punjab State Open University, Patiala from time to time.
4. We hereby agree to make available necessary training material, consumables, electricity and water facilities to the students undergoing various programmes of the university without demanding any financial compensation from Jagat Guru Nanak Dev Punjab State Open University, Patiala and students.
5. We hereby agree to maintain record of financial Accounts, Receipts and Expenditure as prescribed by Jagat Guru Nanak Dev Punjab State Open University, Patiala. We understand that the share of programme fees of the



study centre includes expenditure towards running of study centre and includes components like honorarium to counselors and supervisors and for theory examination, examiners for practical examinations, assessors assignments, payment towards advertisements, TA/DA for travel to attend various events organized by the university, cost of computing and other facilities at the Study Centre etc. Hence, we will not demand any additional financial compensation from Jagat Guru Nanak Dev Punjab State Open University, Patiala for such kind of expenditure.

6. We also agree to maintain all records in respect of the programmes and submit the same to the university authorities as and when asked for.
7. We agree to distribute the study material to the students as provided by the University and also inform to the students all instructions received from the University regarding the course, counseling sessions, conduct of examination etc.
8. We hereby agree to make payments of the honorarium to all the academic and administrative staff by cheque payment according to the norms of Jagat Guru Nanak Dev Punjab State Open University, Patiala and we will be bound to submit Annual Audit Report to the University from time to time in the required format.
9. We agree to extend full cooperation and support for the smooth conduct of these academic programmes (including examination and Central Assessment Programme) as per the approved rules of the University.
10. We agree that all legal disputes regarding study centre and enrolled students shall be subject to Patiala Jurisdiction only.
11. We agree that Jagat Guru Nanak Dev Punjab State Open University, Patiala shall have full power to close down the Study Centre if its functioning is inconsistent with Jagat Guru Nanak Dev Punjab State Open University, Patiala rules, regulations, policies and powers without assigning any reason and without any reimbursement for loss from Jagat Guru Nanak Dev Punjab State Open University, Patiala to our organization.
12. We have read Rules and Regulations given by the authority of Jagat Guru Nanak Dev Punjab State Open University, Patiala and we hereby agree to abide by the Rules and Regulations to that effect, failing which our Study Centre shall be closed.

13. We agree to provide a separate and easily accessible office space for Jagat Guru Nanak Dev Punjab State Open University, Patiala study centre. Moreover we agree to put a signboard bearing the name of Jagat Guru Nanak Dev Punjab State Open University, Patiala Study Centre at a prominent location.
14. We agree to implement the programmes of Jagat Guru Nanak Dev Punjab State Open University, Patiala sincerely with due dignity, quality and maintain the high standard of educational values as prescribed by Jagat Guru Nanak Dev Punjab State Open University, Patiala.
15. We agree that the examination of our students may not necessarily be conducted at our study centre.
16. We agree to engage our counselors and experts for paper setting, question bank development and other activities as required by Jagat Guru Nanak Dev Punjab State Open University, Patiala.
17. We further understand that the deposit amount will be refunded after deducting 15% administrative charges.
18. We agree to submit student admission forms to Jagat Guru Nanak Dev Punjab State Open University, Patiala and collect study material from Jagat Guru Nanak Dev Punjab State Open University, Patiala and distribute to the students without demanding any financial compensation.

  
Principal/Director of the College/  
Organization/Institute

Name Dr. Dharmendra Singh Sidhu  
Signature  
Date  
Stamp

  
Registrar  
JGNDSOU

Name  
Signature  
Date  
Stamp  


Approved  
KGS  
10/6/24





# SCD GOVERNMENT COLLEGE LUDHIANA



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## #NEW COURSES

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A State University Established by Govt. of Punjab vide Act No. 19 Of 2019 and Approved Under section 2(f) of UGC

Certificate Course in  
Business Etiquette and Professionalism

Certificate Course in  
Computer Aided Accounting

Certificate Course in  
Creative Writing and Content Development

Certificate Course in  
Programme in GST Applications

**Principal**  
SCD Govt. College, Ludhiana

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Website: [www.scdgovtcollege.ac.in](http://www.scdgovtcollege.ac.in)  
E-mail: [scdgovtcollege@gmail.com](mailto:scdgovtcollege@gmail.com)  
Phone and Fax: 91-161-2448899



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