

Guru Nanak Khalsa College, Daroli Kalan

Minutes of IQAC

Date: 11th November 2025

Time: 1 00 pm

Venue: Principal's Office.

Chairperson: Dr. Harpreet Kaur, Principal

Coordinator: Dr. Rachna Tuli, Coordinator, IQAC

Members Present:

Dr. Rakesh Bawa

Ms. Simranjot Kaur

Sr. Daljinder Singh

Ms. Lakhwinder Kaur

Special Invitees: Members of the Teaching & Non-teaching Staff

Sr. Jasbir Singh (Supdt)

Dr, Balwinder Singh Thind

Sr. Harmanpreet Singh

Ms. Kulwant Kaur

Ms. Surinder Kaur

Ms. Sakshi Sharma

Ms. Jasvir Kaur.

Agenda

1. Distribution of Attributes among staff members.
2. Initiation of Input, Process, and Output framework as per NAAC SOP.
3. Preparation of Roadmap for organizing academic and co-curricular events.
4. Project work for students in accordance with NAAC SOP guidelines.

5. Uploading of Academic Activities on the UGC Portal.
6. Online filling of Anti-Ragging Forms and assignment of duties
7. Applying for ICSSR Sponsored Seminar
8. Strategic initiatives for institutional development.

Proceedings&Resolutions:-

1. Distribution of Attributes among Staff Members:-

The Chairperson, Dr. Harpreet Kaur, emphasized the importance of equitable distribution of different *Attributes* among faculty members for efficient writing of SSR in future. Dr. Rachna Tuli coordinated the allocation of attributes to ensure active participation and accountability of all teaching staff.

2. Input-Process-Output Framework as per NAAC SOP:-

The Coordinator explained the need to align institutional practices with NAAC's Input-Process-Output model for quality sustenance. It was resolved that departments will begin documenting their activities following this framework, ensuring measurable outcomes for each initiative.

3. Roadmap for Organizing Events:-

A comprehensive roadmap for organizing activities and commencing Add-on Courses was discussed. Dr. Rakesh Bawa volunteered to prepare a tentative schedule aligning with the IIC and R&D Cell calendar.

4. Project Work for Students (as per NAAC SOP):-

It was resolved that each department will assign small-scale project work to second & final year students, integrating research, innovation, and social outreach. The projects will be documented with clear objectives, methodologies, and outcomes for inclusion in NAAC records.

5. Uploading of Academic Activities on UGC Portal:-

The Chairperson directed all departments to update their academic and research activities regularly on the UGC portal. Ms. Surinder Kaur and Ms. Amardeep Kaur were assigned to monitor and report the completion status by the end of November 2025.

6. Online Filling of Anti-Ragging Forms:-

It was decided that Ms. Surinder Kaur and Ms. Amardeep Kaur will assist students in the online submission of anti-ragging forms and ensure 100% compliance as per UGC norms.

7. Application for ICSSR Sponsored Seminar:-

The IQAC decided to apply for an ICSSR-sponsored national seminar focusing on innovation and quality enhancement in higher education. Dr. Rachna Tuli, Dr. Rakesh Bawa and Sr. Harmanpreet Singh will prepare and submit the proposal before the due date.

8. Work for Institutional Development:-

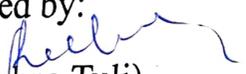
The Chairperson urged all members to contribute towards the holistic development of the college through innovation, research, student-centric initiatives, and digital documentation. Members resolved to strengthen collaboration among departments and enhance institutional visibility.

Conclusion:-

The meeting concluded with a vote of thanks proposed by Dr. Rachna Tuli, Convenor, IQAC. The Chairperson appreciated the collective efforts of the members and encouraged them to work in coordination for the timely execution of all decisions.

Meeting Adjourned at: 2.30 pm

Recorded by:


(Dr. Rachna Tuli)

IQAC Convenor

Approved by:

(Dr. Harpreet Kaur)

Principal & Chairperson, IQAC


12/11/25