

Minutes of the meeting

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 19.11.2025 at 10.30 AM. In the Conference Room (IT Block) under the Chairmanship of Principal, Prof. Anita Kaushal.

The following member were present:-

1. Prof. Lakhvir Singh, Coordinator IQAC
2. Sh. Jasvir Singh Bunty, Senior Deputy Mayor
3. Prof. Rajat Sandhir, Dean Sciences, PU Chandigarh
4. Sh. Lekh Raj, Section Officer O/o DHE
5. Dr. Abha Sudhershnan, Vice Principal
6. Prof. Deepilka Kansal, Registrar Examinations
7. Mrs. Sonia Sikand, Convener Career Guidance and Placement Cell
8. Dr. Geetanjali Arora, Bursar
9. Dr. Shweta Bali, Nodal Officer for MoUs activities
10. Dr. Gurpreet kaur, Incharge NIRF/AISHE
11. Ms. Neelam Kaushal, Librarian
12. Ms. Sunita Kumari, Convener Institution's Innovation Council (IIC)
13. Ms. Sunita Rani, Supdt.Admin.
14. Sh. Balwinder Singh, Accountant
15. Ms. Aamiya, Alumni and Entrepreneur IT Company ,IT City, Mohali
16. Ms. Pooja, Alumni and Entrepreneur, Ganpati Foods
17. Ms. Shreeyal Chauhan, BA-III, President Student Council 2025-26
(Student Representative)
18. Ms. Simarjeet Kaur, B.A.-II, Secretary Student Council 2025-26
(Student Representative)

Following members couldn't attend the meeting due to on leave or busy schedule:

1. Dr. Dalip Kumar, Registrar Amity University
2. Prof. Arun Kumar Singh, PEC Chandigarh
3. CII Representative
4. Mrs. Anju Trikha, Dean
5. Dr. Nidhi Rana,

The meeting started with a welcome address from Principal Prof. Anita kaushal. She extended warm welcome to all the members of newly constituted cell. After that, Prof. Lakhvir Singh IQAC Coordinator presented agenda of the meeting. First of all, confirmation minutes of meeting held on 09.10.2024 and Action Taken Report (ATR) of this same were unanimously approved by the house. Then, he brought forth the agenda of this meeting, wherein points were discussed in detail as follows:

Agenda-III To apprise about Enrolment 2025-26.

IQAC Coordinator informed that the house that total enrolment for the session 2025-26 was 2790 out of which 1666 students were from UT and 1124 from outside UT. Enrolment of SC, ST, EWS, Divyangjan/PwD and Transgender were 33, 73, 4 and zero respectively.

Agenda-IV To apprise about Hostel Admission 2025-26

Further, he informed that till 13.09.2025 total 479 students were admitted in the hostels, 147 old hostel and 332 in new hostel. It is pertinent to mention here that students from 13 states namely Punjab, Haryana, Uttar Pradesh, Himachal Pradesh, Jharkhand, Bihar, West Bengal, Manipur, Madhya Pradesh, Uttarakhand, Ladakh, Jammu and Delhi are residing in the hostels.

Agenda-V To apprise about increase/decrease of number of seats/units 2025-26

Coordinator apprised that the house that with the approval of Competent Authority, 01 units of 30 seats has been added to M.A. Sociology and total strength of M.A. Sociology is now 60 seats (02 units) w.e.f. 2025-26. The same way, 01 unit of 40 seats is added to Bachelor of Computer Application (BCA) programme. The total strength in BCA Programme has arisen to 120 seats (03 units) w.e.f. 2025-26.

Agenda-VI To apprise about Mid Semester Tests (MSTs)

Prof. Deepika Kansal, Registrar Examinations apprised the house that Mid Semester Tests (MSTs) for UG and PG classes were conducted from 23.09.2025 to 01.10.2025. Teachers have uploaded marks on DHE portal and Internal Assessment entry is under process on PU Website. Further detainees list has been displaced as per PU norms.

Agenda-VII To apprise about requirement of Infrastructure

Dr. Abha Sundershan, Vice Principal listed requirement of Infrastructure as under:

- a. Boom Barrier /Boom Gates to restrict entry of vehicles at the main gate of the college
- b. Pagodas/hunts outside this Park near entry of Subras Auditorium
- c. Lift in the main (old) block of the college
- d. Repairing and cementing of the boundary wall
- e. Repair of tapes and drainage pipes
- f. Treatment of termite, repair of tubelights, Switch Boards, Geysers, Fridges, fans, service of water filters, window glasses. Sh. Jasvir Singh Bunty, Senior Deputy Mayor assured full help in this regard. He asked the Principal to write a letter to the concerned authorities and also send copies of this same to him, so that he can take up the matter.

Agenda-VIII To apprise about the pending works at the level of MCC.

Vice Principal also informed the houses that some works at the level of MCC are pending such as:

- a. Pruning of trees
- b. Maintenance of boundary wall from outside
- c. Maintenance of college road, timely disposal of garbage, maintenance and beautification of front area of college gate.

Agenda-IX To apprise about the Placement cell Activities

Ms. Sonia Sikand, Convener, Training and Placement Cell informed the house that to make students Job ready and to enhance their personality, multiple activities such as workshops and extension lectures, resume writing, group discussions, interview skills, body language, soft skills, team collaboration, time management, leadership, communication skills, profile on Linkdin, handling social media etc were organised. She also informed that during even semester the cell organises a major recruitment drive inviting different companies to conduct pre-placement talks and interviews on campus.

Agenda-X To apprise about submission of AISHE report 2025-26.

Dr. Gurpreet Kaur, Incharge NIRF/AISHE apprised the members that AISHE report 2025-26 of the college was uploaded on portal of the ministry well in time in the month of

September, 2025. As for as NIRF is concerned, the registration on website of the ministry has been done as per schedule and report will be submitted as and when schedule is announced by the Ministry of Education, Gol.

Agenda-XI To apprise about MoUs related activates.

Regarding MoUs, Dr. Shveta Bali Nodal Officer for MoUs activities, said that there are 12 working MoUs. She also informed that incharges of various MoUs have been asked to organise at least 01 activity per semester. She further said that a schedule will be prepared in the beginning of coming semester in January, 2026.

Agenda-XII To apprise about IIC related activities.

Ms. Sunita Kumari, Convener Institution's Innovation Council (IIC) highlighted activities organised during July to October 2025. She informed that many initiatives such as student club: visionary-42 student startups: Thread Heaven (Crochet), Cocobollo (Bakery), have been taken. Under Udyamutsav; Startup Bazaar for Student entrepreneurs was organised in October, 2025. Moreover, under Community outreach programme, mentored 05 UT schools.

Agenda-XIII To apprise about Budget allocation for the financial year 2025-26.

Sh. Balwinder Singh, Accountant apprised the members that budget allocation for the financial year 2025-26 was ₹ 265888000 and actual expenditure upto 31.10.2025 is 17376000. At the same time, Approx. expenditure w.e.f. 01.11.2025 to 31.03.2026 will be ₹ 98078000. Therefore, the college has submitted required budget amounting to ₹ 271841000 to the competent authority. The members were of the opinion that the Department of Higher Education must make a provision in the budget regarding separate grant for research and innovation. The faculty may be allowed to utilize that grant for organising conferences, seminars, workshops, expert lectures, TA/DA for attending research activities, publishing research papers and books. Allocating separate budget for such type of activities will also help the Govt. institutions in getting good ranking in NIRF and NAAC. Panjab University Chandigarh and Aided Colleges do provide this facility to the faculty. They also have the provision to give seed money to the faculty for research proposals. In this regard, members asked the chair to send a proposal to the competent authority.

Agenda-XIV To apprise status of the projects under PM-USHA scheme.

Prof. Deepika Kansal, Coordinator of the scheme said that ₹ 5 Crore has been approved for this project by the ministry and so for ₹ 50 lakhs have been assigned to the college by The State Project Director. The process to purchase a bus (@ ₹ 30 lakhs) and equipment (@ 20 lakhs) is under process.

Agenda-XV To apprise SAKSHAM Internship Scheme 2025.

Ms. Sunita Rani, Convener, IIC informed the house that to align with the goal of NEP 2020 and UGC Internship Guidelines 2023, the college has stated SAKSHAM Internship Scheme 2025 under the guidance of Department of Higher Education Chandigarh Administration. It was conducted in May -July 2025 in 03 Batches (each batch 2 weeks). 31 students from commerce, Arts, Science, BCA and PG programmes participated. On completion, the participants were given certificates.

Agenda-XVI To discuss Closure of APAR 2024-25 in the present NAAC portal.

During the meeting it was brought to this knowledge of this members that a mail dated 22nd August, 2025 was received from NAAC Bangalore regarding Agenda Item XVI. The relevant text is reproduced as under;-

- a. After the announcement of BAF and MBGL under reforms, NAAC shall devise mechanisms for capturing progress in HEIs during their period of accreditation using relevant methods.
- b. Until then HEIs shall not be constrained to submit AQAR.
- c. The HEIs shall keep up their effort towards continuous quality improvement measures and shall record the same through their IQAC.

In this regard, Prof. Rajat Sandhir, Dean Sciences PU Chandigarh advised that the NAAC, Bangalore will very soon announce Binary Accreditation Frameworks (BAF) and Maturity Based Grade Levels (MBGL). Till then, AQAR information may be collected as per past practise and be kept in this system, so that it can be submitted in the revised format as and when schedule announced by NAAC Bangalore.

Agenda-XVII To discuss conducting by MDC, SEC and VAC examinations at college level.

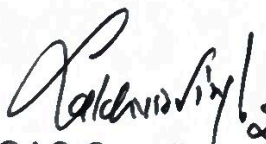
All most all this members took keen interest in this discussion. It was unanimously concluded that only Skill Enhancement Courses (SECs) and some of the Value Added Courses (VACs) can be evaluated at college level, if PU provides a board framework and evaluation norms, but examinations of Multi-disciplinary Courses (MDCs) should not be conducted at college level as these courses are equivalent to major discipline specific courses and require uniformity in evaluation and assessment standards.


Agenda-XVIII Any suggestion regarding better implementation of NEP 2020.

The agenda items was discussed at a length and everyone participated. IQAC Coordinator informed the house that in this a regard, clarification on certain issues related to the implementation of NEP 2020 was sent to NEP Coordinator, PU Chandigarh on 4th September, 2025 and reminder of this same was also given, but reply is still awaited. Dr. Dalip Kumar couldn't attend the meeting due to his busy schedule, but his suggestions were apprised to the house as under:-

- a. To promote awareness among this students regarding NEP 2020, students should be registered on NEP SAARTHI portal of UGC, New Delhi.
- b. The college should start some best practises in the following thrust areas:
 - i. Promotion of Indian Traditions and Culture
 - ii. Fostering Community Responsibility
 - iii. Water and Wastage Management
 - iv. Institutional Social Responsibility
 - v. Biodiversity and Environmental Sustainability
 - vi. College information Management System
- c. The college should initiate MoU in the area of Research and Innovation to enhance peer perception.

Before concluding the meeting, the Principal thanked Sh. Jasvir Singh Bunty, Senior Deputy Mayor for his support in the development of the college. The meeting ended with vote of thanks to the chair.


IQAC Coordinator 29/11/2025


Principal
PG. Govt. College for Girls
Sector-42, Chandigarh

Attendance Sheet

Dated: 19/11/2025

A meeting of the Internal Quality Assurance Cell IQAC was held on 19/11/2025 at 10:30 a.m. in the Conference Room (IT Block) under the Chairmanship of Principal, Prof. Anita Kaushal.

The following officials were present as under:

Sr. No.	Name & Designation	Role in IQAC	Contact No./E-mail ID	Signature
1.	Prof. Anita Kaushal Principal	Chairperson	9915986059 kaushalanita@hotmail.com	<i>Anita Kaushal</i> 19.11.2025
2.	Dr. Lakhvir Singh Prof. and Head Department of Sanskrit	Coordinator	9417184039 lakhvir1215@gmail.com	<i>Lakhvir Singh</i>
3.	Sh. Jasvir Singh Bunty , Area Counsellor, Chandigarh	Member	9814109084	<i>Jasvir Singh</i>
4.	Mr. Parvinder Sharma AC(F&A) O/p Director Higher Education (LAKHM KAT) 50	Member	9417377407 94680-85047	<i>Parvinder Sharma</i>
5.	Dr. Dalip Kumar Registrar, Amity University	Member (Outside Expert)	9888697902 dalipchd@yahoo.co.in	Not attended
6.	Dr. Rajat Sandhir Prof. in Bio-Chemistry Dean Science, Panjab University Chandigarh	Member (Outside Expert)	8427777856	<i>R Sandhir</i>
7.	Dr. Arun Kumar Singh Prof. and Head, Department of Electronics and Communication, Punjab Engineering College, Chandigarh	Member (Outside Expert)	9815912699	Not attended
8.	CII Representative	Member (Outside Expert)		Not attended
9.	Mrs. Anju Trikha Dean Associate Prof. and Head Department of Physical Education	Member	9464395205 anjutrikha@gmail.com	On leave
10.	Dr. Abha Sudarshan Vice-Principal, And Head Department of Public Admn	Member	9888483875 abhalakhanpal@rediffmail.com	<i>Abha Sudarshan</i> 19/11/25
11.	Dr. Deepika Kansal , Prof. and Head Department of Chemistry Registrar Examinations	Member	9855203103 deepeeka08@gmail.com	<i>Deepika</i> 19th Nov '25
12.	Mrs. Sonia Sikand , Associate Prof. in English Convener, Career Guidance and Placement Cell	Member	9815088822 soniasikand05@gmail.com	<i>Sonia Sikand</i> 19.11.25
13.	Dr. Geetanjali Arora Associate Prof. in Commerce Bursar	Member	9417638941 gits76@gmail.com	<i>Geetanjali Arora</i> 19/11/25
14.	Dr. Shweta Bali Associate Professor in English Nodal officer for MOUs activities	Member	9780020785 shweta.bali70@gmail.com	<i>Shweta Bali</i>
15.	Dr. Gurpreet Kaur Assistant Prof. in Chemistry Incharge NIRF /AISHE	Member	9815212013 gurpreet.chem@gmail.com	<i>Gurpreet Kaur</i>
16.	Ms. Neelam Kaushal Librarian	Member	9418451564 kaushalneelam21@gmail.com	<i>Neelam</i>
17.	Dr. Nidhi Rana Assistant Prof. in English Alumni	Member	9872066545 nidhirana@yahoo.co.in	On leave
18.	Ms. Sunita Kumari Convener, Institutional Innovation Council (IIC)	Member	9780032313 aryasunita@yahoo.in	<i>Sunita Kumari</i>
19.	Mrs. Sunita Rani Supdt. Admn	Member	9814040475 sunitaranigulati75743@gmail.com	<i>Sunita Rani</i>
20.	Mr. Balwinder Singh Accountant	Member	9988854810	<i>Balwinder Singh</i> 19/11/2025
21.	Aamiya Alumni and Entrepreneur IT Company, IT City Mohali	Member	8360416771	<i>Aamiya</i> 19/11/25
22.	Pooja Alumni and Entrepreneur Ganpati Foods	Member	9780038070	<i>Pooja</i>
23.	Ms. Shreeyal Chauhan B.A-III President Student Council 2025-26 Student Representative	Member	6230054128	<i>Shreeyal Chauhan</i>
24.	Simranjeet Kaur B.A-II Secretary	Member	9551600026	<i>Simranjeet Kaur</i>

Lakhvir Singh
(IQAC Coordinator)

Anita Kaushal
Principal
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