

# Syon College

Affiliated to Panjab University, Chandigarh  
K.M.- 7, Hanumangarh Road, Abohar- 152116, Distt. Fazilka.

Ph. 092168-10809 01634-278278

E.mail : syoncollege@gmail.com, v2n200@yahoo.com

Ref. No. IQAC/2021/01

Date: 13.07.2021

## Syon College, Abohar Minutes of IQAC Meeting: Session 2021-22

Meeting No.: 1


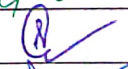

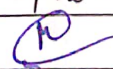
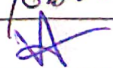
Date and Time: 13-07-2021, 12 p.m.


Location: Principal's Office and zoom meeting in blended mode

### Agenda:

- Review of previous session's quality assurance measures.
- To Discuss the Co-curricular and Extension Activities in the session (2021-22)
- Admission 2021-22
- To prepare College Academic Calendar under the broader view of Panjab University Academic Calendar.

### Members Present:

Sr. No.	Name	Designation	Signature
1	Dr. G.L. Sharma	Principal/ Chairperson	
2	Mr. Sushil Garg	Governing body member	
3	Mr. Vipul Narang	Governing body member	
4	Mr. Gursewak Singh	IQAC Coordinator	Gursewak Singh
5	Ms. Meenu Sachdeva	Faculty Member	
6	Mr. Gourav Sharma	Faculty Member	गौरव शर्मा
7	Mr. Gobind singh	Faculty Member	Gobind
8	Mr. Varun chillana	Administrative Member	
9	Mr. Amit	Nominee from local society	Amit
10	Mr. Arun Narang	Nominee from local society	Arun
11	Mr. Rajwinder Singh	Nominee from Alumni	Rajwinder
12	Mr. Kashmiri Lal	Nominee from Alumni	Kashmiri
13	Ms. Samriti	Nominee from Students	Samriti
14	Ms. Muskan	Nominee from Students	Muskan

  
Principal  
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## Minutes

- Dr. G.L. Sharma, Chairperson of the Internal Quality Assurance Cell (IQAC), commenced the meeting with a warm welcome to all and underscoring the vital importance of maintaining quality assurance to uphold and improve academic standards.
- The committee decided to retain the existing structure and names of most cells and committees for the upcoming session's curricular and extension activities. Each committee will draft action plans to enhance these activities.
- The academic calendar proposed by the Panjab University for 1<sup>st</sup> and 3<sup>rd</sup> and 5th semester has been approved.
- The proposed activity calendar has been approved .
- It was proposed that the institution establish a help desk to assist students with the admission process, including guidance on enrollment procedures and important deadlines.

The meeting was ended with vote of thanks.

*Gursewak Singh*  
Mr. Gursewak Singh  
Coordinator (IQAC) 13/7/2021

Dr. G.L Sharma  
Principal

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Ref. No. IQAC/2021/02

Date: 10.01.2022

## Syon College, Abohar Minutes of IQAC Meeting: Session 2021-22

Meeting No.: 2

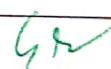
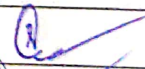

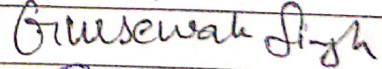
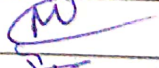
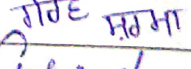
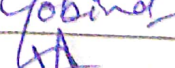
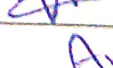
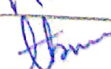
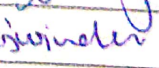
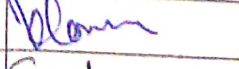
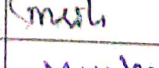


Date and Time: 10-01-2022, 3 p.m.


Location: Principal's Office

### Agenda:

- Planning for organization of Extension lecture / workshop and others events
- To organize Alumni meet
- Planning for NAAC Accreditation

### Members Present:

Sr. No.	Name	Designation	Signature
1	Dr. G.L. Sharma	Principal/ Chairperson	
2	Mr. Sushil Garg	Governing body member	
3	Mr. Vipul Narang	Governing body member	
4	Mr. Gursewak Singh	IQAC Coordinator	
5	Ms. Meenu Sachdeva	Faculty Member	
6	Mr. Gourav Sharma	Faculty Member	
7	Mr. Gobind singh	Faculty Member	
8	Mr. Varun chillana	Administrative Member	
9	Mr. Amit	Nominee from local society	
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Principal

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## Minutes

Extension lecture / workshop and others events

- It was decided to organize workshop for the development of soft skills in computers and information technology in the first week of February.
- It was decided to organize lecture on international women day
- it was decided to organize workshop on advanced research methodology for M.A. Education students

Alumni meet

- It was decided to finalize the schedule for the alumni meet. Additionally, key points to be communicated to students and activities were discussed

Guidelines For Naac Accreditation

- IQAC is planning to conduct a workshop on Guidelines For NAAC Accreditation for faculty in the last week of March for better understanding of accreditation process

The meeting was ended with vote of thanks.

*Gurs Sewak Singh*  
Mr. Gursewak Singh  
Coordinator (IQAC) 10/01/2022

Dr. G.L Sharma  
Principal

**Principal**  
**Syon College**  
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Ref. No. IQAC/2021/03

Date: 06.04.2022

## Syon College, Abohar Minutes of IQAC Meeting: Session 2021-22

Meeting No.: 3

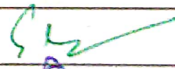
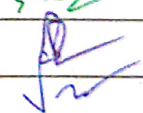
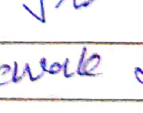
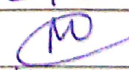


Date and Time: 06-04-2022, 3 p.m.

Location: Principal's Office

### Agenda:

1. To discuss about hiring of ERP Software Services for admission other administrative work.
2. To analyze feedback
3. To discuss about signing of MOUs
4. To organize international FDP

### Members Present:

Sr. No.	Name	Designation	Signature
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## Minutes

**To discuss about hiring of ERP Software Services for admission other administrative work.**

- IQAC member Mr. Varun chillana emphasized the need for ERP software. It was discussed to place the list of vendors and Quotations before Approval.

**To analyze feedback**

- It was discussed to collect, categorize, analyze, interpret, and act on student and faculty feedback in a college to continuously improve academic and non-academic aspects.

**To discuss about signing of MOUs.**

- The chairperson encouraged members to establish MOUs with other institution to boost career opportunities and explore linkages for short-term courses, research, social work, and student exchanges.

**To organize international FDP.**

- It was proposed to organize a 7-day International Faculty Development Programme titled "A New Look towards Diversity & Inclusion" during the last week of May.

The meeting was ended with vote of thanks.

*Mr. Gursewak Singh*  
Mr. Gursewak Singh  
Coordinator (IQAC) 06/04/2022

Dr. G.L Sharma  
Principal  
**Syon College**  
Abohar

