

Kanya Maha Vidyalaya, Jalandhar
(An Autonomous College)

Meeting of Internal Quality Assurance Cell (IQAC) with External Peer Member
Agenda of Meeting

Meeting Date:27-03-2021

Meeting Venue: 12:30 PM

A meeting of IQAC members will be held with external members on 27-03-2021 at 12:30 PM in the office of undersigned.

Agenda:

1. To discuss the progress made by institution in session 2020-21.
2. To discuss the future plans for session 2021-22



Principal

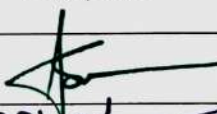
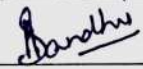
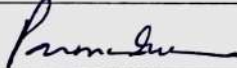


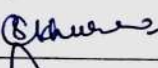
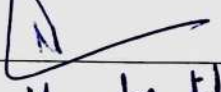
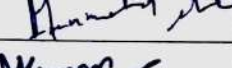
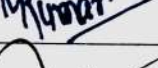

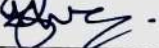
Kanya Maha Vidyalaya, Jalandhar
(An Autonomous College)
Attendance Sheet

Meeting Date: 27-03-2021

Meeting Venue: 12:30 PM

Meeting of IQAC was held with external peer members on 27-03-2021 2021 at 12:30 PM in the office of undersigned.

The following members were attended meeting:

Sr. No.	Name	Department & Designation	Signature
1.	Dr. Atima Sharma Dwivedi	Principal & Chairperson of Committee	
2.	Dr. Gurcharan Singh	Professor, School of Management Studies, Punjabi University Patiala	GS Singh 18/11/21
3.	Mrs. Paramjit Kaur Ghuman	Officiating Principal, Govt. Arts and Sports College, Jalandhar	
4.	Dr. Sushma Chopra	Management Nominee	
5.	Dr. Sushma Chawla	Alumnae Nominee	
6.	Mr. Mukul Rishi	Industry Nominee, Ramco International	
7.	Mrs. Parminder Kaur	Co-ordinator IQAC & HOD Physics Dept.	
8.	Dr. Gopi Sharma	Autonomy Co-ordinator , IQAC Core Committee Member	
9.	Dr. Jatinder Pal	IQAC Core Committee Member ,Dean Research & IQAC Member	
10.	Mrs. Suman Khurana	IQAC Core Committee Member ,HOD, Computer Sci. and Apps.	
11.	Dr. Neeraj Maini	IQAC Core Committee Member ,HOD, Commerce	
12.	Dr. Manmohan Singh	IQAC Core Committee Member	
13.	Mr. Manoj Sharma	Administrative Officer	
14.	Mr. Munish	Administrative Officer	
15.	Ms. Kamakshi BA (Hons.) English	Student Nominee	

KANYA MAHA VIDYALAYA, JALANDHAR
(UGC Autonomous College)

Meeting Date: 27-03-2021

Meeting Time: 12.30pm

Meeting Venue: online meeting via Zoom.

Meeting of IQAC was held with external peer members on 27-03-2021 at 12:30 PM in the office of undersigned.

The following members were attended meeting:

Sr. No.	Name	Department & Designation	Signature
1.	Dr. Atima Sharma Dwivedi	Principal & Chairperson of Committee	Present
2.	Dr. Gurcharan Singh	Professor, School of Management Studies, Punjabi University Patiala	Present
3.	Mrs. Paramjit Kaur Ghuman	Officiating Principal, Govt. Arts and Sports College, Jalandhar	Present
4.	Dr. Sushma Chopra	Management Nominee	Absent
5.	Dr. Sushma Chawla	Alumnae Nominee	Absent
6.	Industry Nominee	Representative of Ramco International	Present
7.	Mrs. Parminder Kaur	Co-ordinator IQAC & HOD Physics Dept.	Present
8.	Dr. Gopi Sharma	Autonomy Co-ordinator , IQAC Core Committee Member	Present
9.	Dr. Jatinder Pal	IQAC Core Committee Member ,Dean Research & IQAC Member	Present
10.	Mrs. Suman Khurana	IQAC Core Committee Member ,HOD, Computer Sci. and Apps.	Present
11.	Dr. Neeraj Maini	IQAC Core Committee Member ,HOD, Commerce	Present
12.	Dr. Manmohan	IQAC Core Committee Member	Present

	Singh		
13.	Mr. Manoj Sharma	Administrative Officer	Present
14.	Mr. Munish	Examination Superintendent	Present

IQAC coordinator Mrs. Parminder Kaur presented agenda item one by one with permission of chairperson.

Agenda Item: IQAC: 2020: 4: 1: Action taken report

IQAC coordinator Mrs. Parminder Kaur explained in detailed action taken on agenda discussed in meeting held on 27th October 2020.

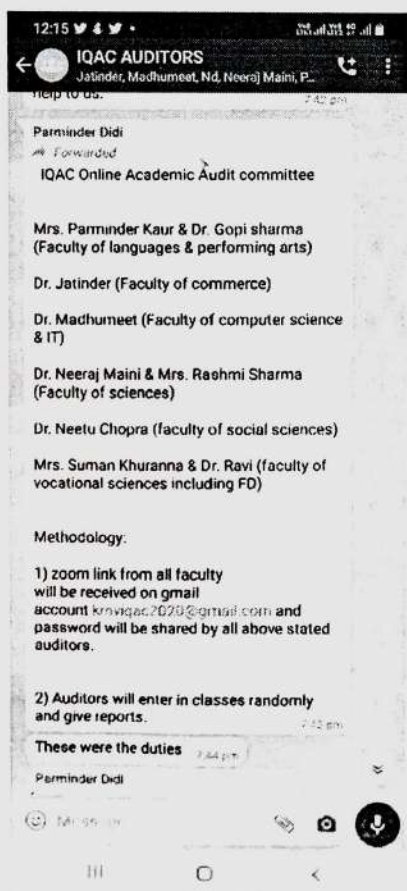
Action taken report

Agenda Item: IQAC: 2020: 3: 2: Departmental meetings

All HoDs and Deans are doing meetings from time and time. Members of IQAC are doing academic audit of departments.

Agenda Item: IQAC: 2020: 3: 3: Teaching learning activities

IQAC has constituted committee for surprise checks of online classrooms. Zoom meeting details of all departments are taken and team of academic auditors is submitting reports from time to time.



Agenda Item: IQAC: 2020: 3: 4: Gender sensitisation programme for IIIrd sem students

Six hundred Students have actively participated in Gender sensitisation programme held via zoom. The duration of course was 30 hours and various mentors have participated in programme. The detailed report is submitted by course incharge Mrs. Aman Khuranna.

Agenda Item: IQAC: 2020: 3: 5: kmvinnocreations as a startup portal on Amazon

kmvinnocreations is doing very well and students are earning by this start up.

Agenda Item: IQAC: 2020: 3: 5: Research activities and IPR

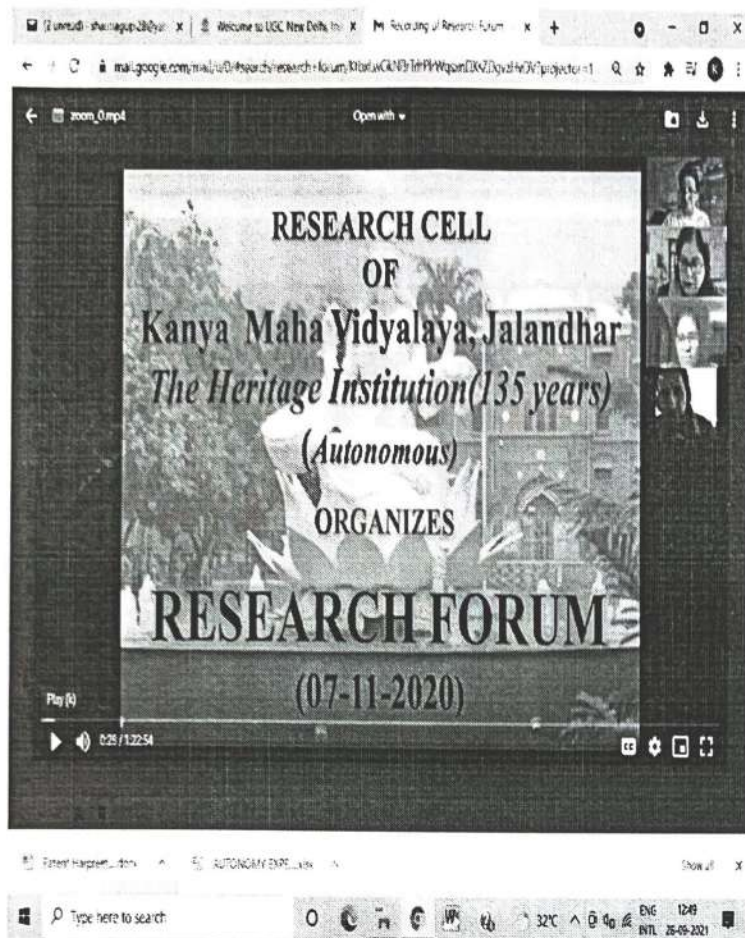
Dean Research explained that 11 staff members with details as follows have submitted MOOC proposal to UGC:

Sr No.	Name of Teacher	Name of the Department
1.	Dr. Monica Sharma	History
2.	Dr.Harleen Singh	Physics
3.	Dr.Rituparna Datta Roy	English
4.	Dr.Neeraj Sharma	Sanskrit
5.	Dr.Narinderjit Kaur	Chemistry
6.	Dr.Sabina Batra	Commerce
7.	Dr. Ravi Khurana	Computer
8.	Dr.Iqbal Singh	Political Science
9.	Dr. Pratima Sharma Mehandru	Psychology
10.	Dr. Sharanjit Kaur	Psychology
11.	Dr. Natasha Sharma	Mathematics

IPR are granted to faculty members with following details:

Patent Details	Patent status Published/ Filed	Patent Number	Date of Award
Harpreetharpreet- Chikankari Embroidery Earrings and Bracelet	Artistic Work	A-133955/2020	03/06/2020
Minaal Harpreet-Tiny Scrap Peacock Madhubani Wall Embellishment	Artistic Work	A-136522/2021	22/02/2021
Minaal Harpreet-Tiny Scrap Peacock Madhubani Wall Embellishment	Artistic Work	A-136023/2021	18/01/2021
Shelly Sharma-Harpreet Kaur- Adaptive Clothing for Differently Abled	Artistic Work	A-136329/2021	11/02/2021

Research forum was organized on 7th November 2020 in which presentation of PG department of commerce and business administration was held.



Agenda Item: IQAC: 2020: 3: 6: Examinations

COE office has conducted December 2020 examination very efficiently and results are declared on time.

Agenda Item: IQAC: 2020: 3: 7: Student Welfare

As per the instruction given by Principal Madam, Online Parents Teacher Meeting was conducted online on 21st December 2020. All teachers as well as Parents actively Participated in the Virtual Parents Teacher Meet.




Items: IQAC: 2021:4:2: To discuss about the college progress through presentation.


Dr. Gopi Sharma apprised the house about the college progression with their status report in detailed manner through presentation. This presentation covers all aspect of college performance on the basis of seven criteria that are with curricular activities, teaching - learning and evaluation, research innovation and extensions, infrastructure and learning resources, student support and progression, global endeavours and institutional values and best practices. All glimpses of students activity presented in the form of collage.


Items: IQAC: 2021:4: 3 To discuss the future plans for session 2021-22.


Suggestion by External Authority

- To records videos of all activities of college via short videos .
- E-Publication of talks of international speakers of International conclave can be compiled.
- Research award money can be distributed among more number of teachers.
- As per college Autonomy status, there is a need to upgrade the evaluation feedback mechanism by divided it into two categories external stakeholders and other internal stakeholders.
- For expansion of vocational courses, collaboration of retail management with cosmetology is required. It encourages the students for providing home based services. On the other hand, it generates source of income for youth and ready them for future.


Mrs. Parminder Kaur
IQAC Co-ordinator, HOD
Physics Dept.



Dr. Gurcharan Singh
Professor, School of Management
Studies
Punjabi University Patiala


Mrs. Paramjit Kaur Ghuman
Officiating Principal, Govt. Arts
and Sports College, Jalandhar



Dr. Gopi Sharma
IQAC Core Committee
Member, Autonomy
Coordinator


Dr. Sushma Chawla
Alumni Nominee

Dr. Sushma Chopra
Management Nominee



Dr. Jatinder Pal
Dean Research, IQAC Core
Committee Member

Representative of Ramco
International, Industry
Nominee

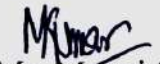

Mrs. Suman Khurana
IQAC Core Committee
Member, HOD, Computer Dept.



Dr. Neeraj Maini
IQAC Core Committee
Member, HOD,
Commerce Dept.




Dr. Manmohan Singh,
IQAC Core Committee Member




Mr. Manoj Sharma
Administrative Officer



Mr. Munish
Examination Superintendent



Ms. Kamakshi
Student Nominee



Dr. (Prof.) Atima Sharma Dwivedi
Principal



The Autonomous & Heritage Institution

KANYA MAHA VIDYALAYA, JALANDHAR

College with Potential for Excellence

Re-Accredited A⁺ by UGC-NAAC

Star Status by DBT

FIST (Phase II) Supported College

Internal Quality Assurance Cell

Meeting Minutes (2020-2021)

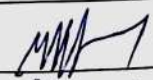

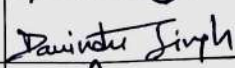

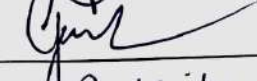
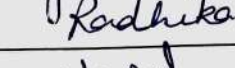
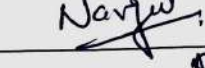

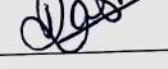
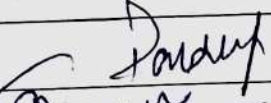

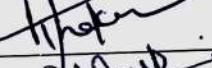
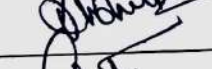
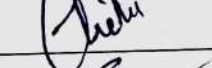









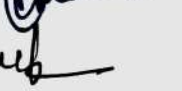



KANYA MAHA VIDYALAYA, JALANDHAR CITY

ATTENDANCE SHEET

A faculty training programme regarding compilation of new format of AQAR for Hods/Deans and Course Incharges was held by IQAC on 26-02-2021 at 11:00 am in conference hall. The following members attended the meeting:

Sr. No.	Name	Designation	Signatures
1.	Mrs. ParminderKaur	Dean Sciences, HOD, Physics & Electronics	
2.	Dr. Madhumeet (on leave)	Dean Student Welfare, Dean Languages, HOD English (on leave)	Vaishali
3.	Dr. NeerajMaini	Dean Academics & Dean Commerce & Business Studies, HOD Commerce	N
4.	Dr. SumanKhurana	Dean, IT, HOD Computer Science & Applications, Animation	Suman
5.	Dr. GurjotKaur	Dean, Social Sciences, HOD, History	Gurjot
6.	Dr. Poonam Sharma	Dean, Performing Arts, HOD, Music & Dance	On the behalf of Head of Dept. of Performing Arts
7.	Mrs. NeetiKapoor	Dean, Vocational Studies, HOD, Home Science	Neeti Kapoor
8.	Dr. Gopi Sharma	Director, DDU KAUSHAL KENDRA, Autonomy co-ordinator	Gopi
9.	Ms. Tarandeep	Dean, Vocational Studies, HOD Beauty and Wellness	Tarandeep
10.	Mrs. SadhnaTandon	Dean, Life Sciences, HOD, Zoology, Dean Life Sciences(Food Sci& Agriculture, Bioinformatics, EVS)	on the behalf of head name of Life Sciences
11.	Mrs. Veena Deepak	Head, Department of Mathematics, Deputy Controller of Examination	Veena
12.	Dr. VinodKalra	Dean Languages, HOD, Hindi	Vinod
13.	Dr. Neeraj Sharma	HOD, Sanskrit	Neeraj
14.	Dr. IqbalKaur	HOD, Punjabi	on the behalf of Dr. Iqbal Kaur
15.	Mrs. Indu Bhatt (on leave)	HOD, Economics	For Indu Bhatt
16.	Dr. EktaSaini	HOD, Philosophy	Amarpreet
17.	Dr. HarpeetKaur	HOD, Fashion Designing& Textile Design & Apparel Technology	Harpeet
18.	Mrs. AshimaSahni	HOD, Political Science	On the behalf of Ashima Sahni
19.	Mrs. ManpreetKaur	HOD, JMC, Photography and Journalism	

20.	Mr. Yogeshwar Hans	HOD, Fine Arts	
21.	Mrs. Shikha Vashisht	HOD, Botany	
22.	Dr. Davinder Singh,	HOD, Physical Education	
23.	Ms. Geetika Singh,	HOD, Sociology	
24.	Ms. Gayatri Arya	HOD, Cosmetology	
25.	Dr. Radhika Gupta	HOD, Psychology	
26.	Mrs. Navgeet	HOD, Bio-Tech	
27.	Dr. Manju Saini	HOD, Chemistry	
28.	Mrs. Rashmi Sharma	HOD, Retail Management	
29.	Dr. Sabina Batra	HOD, Management & Secretarial Practices	
30.	Dr. Pardeep Arora	Artificial Intelligence & Data Science	
31.	Dr. Ashish Raina	Faculty of Hospitality & Tourism	
32.	Ms. Arti Thakur	Faculty of Animation	
33.	Ms. Vibhuti Kalia	Faculty of Textile Design & Apparel Technology	
34.	Ms. Chetna	Faculty of Retail Management	
35.	Ms. Dimple	Faculty of Management and Secretarial Practices	
36.	Ms. Tarandeep	Faculty of Nutrition, Exercise and Health	
37.	Dr. Jatinder Pal	Dean Research	

38. Dr. Monica Sharma Social outreach Monica Sharma.
(History)
39. Rashmi Bindea Dept. of Commerce 
40. Dr. Gurbpreet Kaur Dept. of Biotech 
Grewal -nology
41. Ritu Social Outreach 
(Commerce)
42. Raveet Kaur Cosmetology Department 
43. Dr. Sharanjit Kaur P.G. Dept. of Psychology 
44. Dr. Pratima Sharma 
45. Mrs. Manikhera Dept. of HSC 
46. Jaginder Kaur 
2
Dept. of Eco
47. Nitin Khanna IT 

KANYA MAHA VIDYALAYA, JALANDHAR
(UGC Autonomous College)

Meeting of Principal Madam with IQAC and staff held on 13th July 2020

Notice

A Staff Meeting will be held on 13.07.2020 at 1:00 pm in college auditorium with undersigned and IQAC. Seating will be done as per COVID protocol. Presence of all staff members is compulsory.


Principal

KANYA MAHA VIDYALAYA, JALANDHAR
(UGC Autonomous College)

Meeting of Principal Madam with IQAC and staff held on 13th July 2020
Meeting Minutes

Principal Madam began the meeting by congratulating each member of KMV family on achieving Rank No. 1 in Punjab and Top rankings in India. She said that Institutions are light houses of society, so KMV should lead and illuminate surroundings like a citadel of values and morality. She said that this achievement also brings lots of responsibilities on us. She apprised the house that main concern is students and we have to remain available online all the time.

Agenda Item: IQAC: 2020: 1: 1:

Principal mam directed all staff members to introduce some hobby classes for new students so that it can help to identify their skill and uplift their moral during pandemic time period. Also each head of dept. should contact new students of their programs.

Agenda Item: IQAC: 2020: 1: 2: Preparation of e-lectures

Online classes for Sem I,III,V should start through zoom and notes, PPTs, Videos etc should also be provided. Lectures should be recorded and uploaded on LMS. IQAC should hold department wise meeting to check the e-content prepared by teachers. It must be ready by 1st August 2020. Up to October 60-70% lectures must be prepared. We may shift from Zoom to Google meet.

Agenda Item: IQAC: 2020: 1: 3: Appointment of Teachers on contract basis

Principal mam directed the office superintendent to give advertisement for vacant posts in Tribune Newspaper on 16th July so that candidates can apply.

Agenda Item: IQAC: 2020: 1: 4: Results

Principal Madam instructed all members to submit asked everyone to submit all pending marks by 15th of July.


Mrs. Parminder Kaur

(IQAC Coordinator)


Dr. Atima Sharma Dwivedi
(Principal)

Social Responsibility

1. To encourage the students to participate in various social extension activities.
2. To run the course in gender sensitisation.
3. To participate in all Government initiatives for the society.
4. To keep spreading awareness through Radio 'VOW' (voice of women).
5. To carry out activities for uplifting under privileged section of society.
6. To take environment friendly initiatives.
7. To enhance value-based activities to make students more responsible citizens and good human beings.

Agenda Item: IQAC:2020:3 Proposed number of Seats for session 2021-2022.

- Due to the induction of new programmes the overall strength of students gets divided, which resulted in the decrease the number of students in existing programmes and in turns lead to financial problems.
- Owing to changing trends in higher education as per socio-economic conditions of the present times, the students are not opting the traditional programmes.
- Rationalization of seats has not been done ever since the traditional programmes were started.

Sr No.	Name of the Programme	Proposed Number of Seats
01.	B.A. (Hons) English	20
02.	B.Com (Hons)	120
03.	B.Sc. (IT)	25
04.	B.A	150
05.	B.Sc (Eco)	20
06.	BA (JMC)	20
07.	B.Com	75
08.	BBA	50
09.	B.Sc. (FD)	40
10.	B. Sc. (Home Science)	20
11.	B.Sc (Non Medical)	60
12.	B.Sc (Medical)	60
13.	B.Sc (Computer Science)	20
14.	B.Sc. (Bio Technology)	20
15.	B.Sc. (Hons) Mathematics	30
16.	B.Sc. (Hons) Physics	30
17.	BCA	40
18.	B. Voc. Animation	30
20.	B. Voc Retail Management	40
21.	B. Voc Management & Secretarial Practices	30
22.	B. Voc. Textile Designing & Apparel Technology	40
23.	B. Voc. Nutrition, Exercise & Health	30
24.	B. Voc. Artificial Intelligence and Data Sciences	30
25.	B. Voc. Hospitality and Tourism	30
26.	B. Voc. Beauty and Wellness	50
27.	M.A (Hindi)	20

KANYA MAHA VIDYALAYA, JALANDHAR
(UGC Autonomous College)

Notice

Meeting of all IQAC and staff members with Principal Madam

Meeting of all IQAC and staff members will be held with Principal Madam on Wednesday,
19.08.2020 at 11:00 am via Zoom.


Principal

KANYA MAHA VIDYALAYA, JALANDHAR
(UGC Autonomous College)
Meeting of all IQAC and staff members with Principal Madam

19.08.2020 at 11:00 am via Zoom.

Meeting Minutes

Principal Madam appreciated the organising committee of International conclave. She told that excellent feedback has been received from India as well as Abroad. She congratulated the committee.

IQAC coordinator Mrs. Parminder Kaur presented agenda item one by one with permission of chairperson.

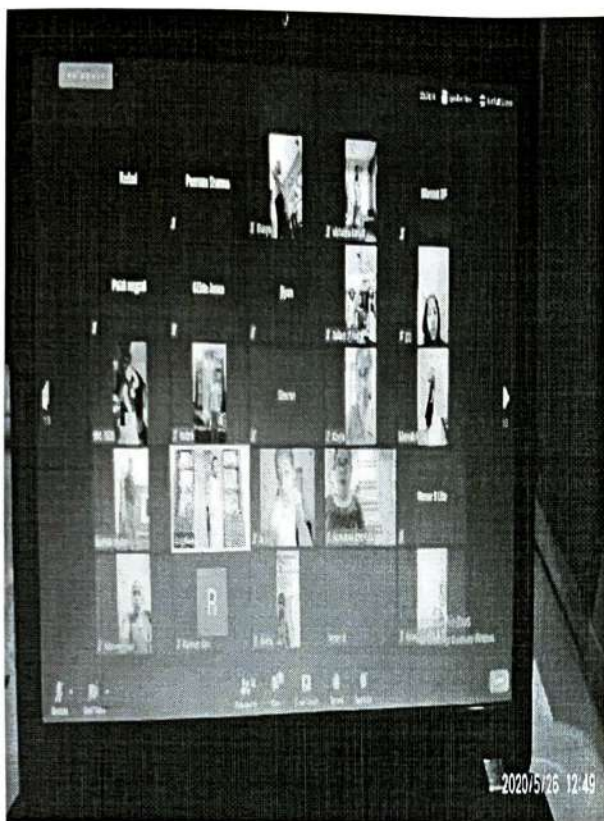
Agenda Item: IQAC: 2020: 2: 1: Action taken report

IQAC coordinator Mrs. Parminder Kaur explained in detailed action taken on agenda discussed in meeting held on 13th July 2020.

Action taken report

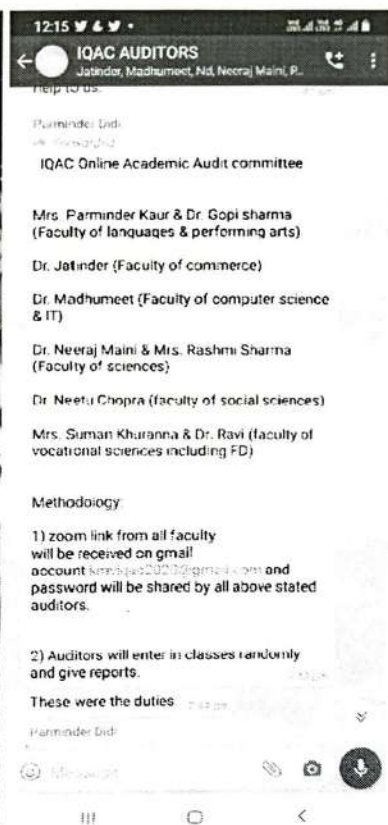
Agenda Item: IQAC: 2020: 1: 1: Hobby Classes

Hobby classes in Cosmetology, Dance and spoken English are started and students are participating with full enthusiasm in all classes.



Agenda Item: IQAC: 2020: 1: 2: Preparation of e-lectures

Teachers have prepared e-content of their curriculum and uploading all lectures on LMS portal also. IQAC is doing Academic audits and surprise checks in online classes to ensure that online teaching is done in true letter and spirits.



Agenda Item: IQAC: 2020: 1: 3: Appointment of Teachers on contract basis

Head of departments gave their requirements to IQAC and which were shared to office superintendent.

Agenda Item: IQAC: 2020: 1: 4: Results

Coordinator of IQAC shared results declared between 13th July to 19th August. Principal mam appreciated COE office for timely conduct of examination of declaration of results.


13 JULY, 2020 TO 19 AUGUST, 2020		
S.No.	Class	Declaration Date
1	M.SC INS-SEM 2	25-07-2020
2	MA FINE ARTS- SEM 2	25-07-2020
3	MA HINDI-SEM 2	25-07-2020
4	MA PSY-SEM 2	25-07-2020
5	MA PBI-SEM 2	25-07-2020
6	MSC CS-SEM 2	27-07-2020
7	MA ECO-SEM 2	27-07-2020


8	MA COSMO- SEM 2	28-07-2020
9	CC GRAPHIC DESIGNING	29-07-2020
10	CC IN SPOKEN ENGLISH	29-07-2020
11	M.COM-SEM 2	29-07-2020
12	MA ENG-SEM 2	29-07-2020
13	MA M(I)-SEM 2	29-07-2020
14	MSC FD-SEM 2	29-07-2020
15	CC IN VEDIC MATHS	30-07-2020
16	CC IN MAKE-UP ARTIST	30-07-2020
17	MA JMC-SEM 2	30-07-2020
18	MSC MATH-SEM 2	30-07-2020
19	MSC BOT-SEM 2	30-07-2020
20	MSC PHY-SEM 2	30-07-2020
21	MSC CHEM-SEM 2	30-07-2020
22	B.SC HSC-SEM 2	31-07-2020
23	BSC BIOT-SEM 2	31-07-2020
24	MSC ZOOLOGY-SEM 2	31-07-2020
25	B.A(HON)ENG-SEM 2	04-08-2020
26	BSC IT-SEM 4	04-08-2020
27	BSC(H) MATH-SEM 2	04-08-2020
28	BA(HONS)ENG-SEM 4	04-08-2020
29	BSC HSC SEM 4	05-08-2020
30	BSC BIOT-SEM 4	05-08-2020
31	BA JMC-SEM 4	06-08-2020

32	BCA SEM 2	07-08-2020
33	BCA-SEM 4	07-08-2020
34	BSC IT-SEM 2	07-08-2020
35	B.COM-SEM 4	08-08-2020
36	B.SC(IT, DATA SC)-SEM 2	11-08-2020
37	B.SC(BANKING)-SEM 4	11-08-2020
38	B.SC-SEM 4	11-08-2020
39	BCOM(HONS)-SEM 2	18-08-2020
40	BSC(H)AGRI-SEM 2	19-08-2020
41	BBA-SEM 2	19-08-2020
42	BSC FD-SEM 2	19-08-2020
43	BA JMC-SEM 2	19-08-2020

Agenda Item: IQAC: 2020: 2: 2: Webinar on Job Opportunities after Graduation

Principal Mam discussed that webinars should be organized for students which should explain job opportunities after graduation.


Mrs. Parminder Kaur
(IQAC Coordinator)


Dr. Atima Sharma Dwivedi
(Principal)

KANYA MAHA VIDYALAYA, JALANDHAR
(UGC Autonomous College)

NOTICE

A meeting of following HoDs/Deans/Incharges will be held with undersigned on Tuesday, 27-10-2020 at 1:00 pm in College Auditorium.

Following members will attend the meeting:

1.	Mrs. Parminder Kaur	Head, Department of Physics and Electronics
2.	Dr. Madhumeet	Dean Languages
3.	Dr. Neeraj Maini, Head	Dean Commerce
4.	Ms. Hardeep Kaur	Controller of Examination, KMV, Jalandhar
5.	Dr. Gopi Sharma	Director DDU Kaushal Kendra, Jalandhar
6.	Dr. Iqbal Kaur	Head, Department of Punjabi
7.	Mrs. Indu Bhatt	Head, Department of Economics
8.	Dr. Vinod Kalra, Head /Dr. Rupika Department of Hindi	Department of Hindi
9.	Mrs. Sadhna Tandon	Head, Department of Zoology & Dean Sciences
10.	Mrs. Veena Deepak	Head, Department of Mathematics
11.	Dr. Gurjot Kaur	Head, Department of History & Dean Social Sciences
12.	Mrs. Amarpreet Khurana	Dept. of Economics & Dean Social Sciences
13.	Dr. Manju Sahni	Head, Department of Chemistry
14.	Mrs. Suman Khurana	Head, Department of Computer Science & Applications Incharge, B.Voc in Animation
15.	Mrs. Rashmi Sharma	Incharge, B.Voc in Retail Management
16.	Mrs. Ashima Sahni	Head, Dept. of Pol. Science
17.	Dr. Poonam Sharma	Head, Department of Music & Dance & Dean Performing Arts
18.	Dr. Sabina Batra	Incharge, B.Voc in Management and Secretarial Practices
19.	Mrs. Neeti Kapoor	Head, Department of Home Science, Incharge, B.Voc in Nutrition, Exercise and Health
20.	Dr. Neeraj Sharma	Head, Department of Sanskrit
21.	Mrs. Harpreet Kaur	Head, Department of Fashion Designing, Incharge, B.Voc in Textile Design and Apparel Technology
22.	Ms. Tarandeep	Dean Vocational Studies, Course Incharge Beauty and Wellness
23.	Mrs. Shikha Vashisht	Head, Department of Botany


Principal

KANYA MAHA VIDYALAYA, JALANDHAR
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Principal

KANYA MAHA VIDYALAYA, JALANDHAR
(UGC Autonomous College)
Meeting Minutes

A meeting of following HoDs/Deans/Incharges was held with undersigned on Tuesday, 27-10-2020 at 1:00 pm in College Auditorium.

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14.	Mrs. Suman Khurana	Head, Department of Computer Science & Applications Incharge, B.Voc in Animation
15.	Mrs. Rashmi Sharma	Incharge, B.Voc in Retail Management
16.	Dr. Davinder Singh	Dept. of Physical Education
17.	Dr. Poonam Sharma	Head, Department of Music & Dance & Dean Performing Arts
18.	Dr. Sabina Batra	Incharge, B.Voc in Management and Secretarial Practices
19.	Mrs. Neeti Kapoor	Head, Department of Home Science, Incharge, B.Voc in Nutrition, Exercise and Health
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Principal Madam congratulated the teachers on for satisfactorily completion of admissions. Principal Madam also congratulated Madam Rashmi Sharma for getting 5-Stars in IIC work. She also appreciated all the departments who have contributed towards IIC activities. Following points were discussed during meeting:-

IQAC coordinator Mrs. Parminder Kaur presented agenda item one by one with permission of chairperson.

Agenda Item: IQAC: 2020: 3: 1: Action taken report

IQAC coordinator Mrs. Parminder Kaur explained in detailed action taken on agenda discussed in meeting held on 19th August 2020.

Action taken report

Agenda Item: IQAC: 2020: 2: 1: Webinar on Job Opportunities after Graduation

The webinar on **Job Opportunities after Graduation** was conducted online via. Zoom Platform at **06.00 p.m** on **26.09.2020**.

Webinar started by Dr. Gopi Sharma (Director, DDU KAUSHAL Kendra) who apprised the Benefits of Vocational Studies. She depicted that Skill Development Courses play vital role to get a job with 100% assurance. Dr. Atima Sharma Dwivedi (Principal) talked about vision of KMV is always women empowerment. Empowerment without education is impossible. For accomplishing this vision, block of skill development was firstly introduced with 5 programmes in KMV in overall Punjab. but now this block empowered with more 10 courses like Animation, Beauty and Wellness, Retail Management, Textile Designing and Apparel Technology etc. Now new courses like B.voc (Hospitality and Tourism), B.voc (Artificial Intelligence and Data Sciences), B.voc (Film Making and Acting), Diploma in Management and Secretarial Practices were introduced under DDU KAUSHAL Kendra. Syllabi of this department is always future oriented. KMV has good relation with top ranked industries. We have best infrastructure facility for all programmes. Faculty of DDU KAUSHAK Kendra staff are well qualified and experienced. UGC recognised KMV as model centre of skill education for mentoring and advising other colleges.



Overview of new 4 courses presented through ppt

- B.voc (Artificial Intelligence and Data Sciences)-Mrs. Sunman Khurana
- B.voc (Hospitality and Tourism)-Mrs. Mani Khera
- B.voc (Film Making and Acting)-Mr. Anup
- PG Diploma of management and secretarial practices (Master Programme)- Dr. Sabina Batra.

Features of programmes under DDU KAUSHAL Kendra

- All courses are recognized by UGC.
- No age barrier create hurdle to get admission. The basic eligibility is that 12th standard passed with 45%.
- Job roles are approved by government of India.
- All programmes based upon credit-based standards as per International norms. Multiple way of exit and entry in this programme. Time duration of this programme is chosen by students because Programme duration divided into 4 categories; 6 months, 1 years, 2 years and 3-year degree courses.
- Syllabi as per the International Standard. All courses are designed for overseas students.
- Syllabi are designed as per the requirement of industrial as well as job prospective. Internship, placement and training programmes run with high success rate. Direct link up with industries
- Degree provided under Guru Nanak Dev University and Certification approved by MHRD government of India and Sector Skill council MESC Government of India.

Agenda Item: IQAC: 2020: 3: 2: Departmental meetings

All HoDs and Deans must conduct intra departmental meetings at least after every 15 days and they must ensure that timely submission of data to IQAC & Examination branch.

Agenda Item: IQAC: 2020: 3: 3: Teaching learning activities

It was decided to start PG sem I classes from 2nd November and students should be involved in those innovative academic activities which make learning experience interesting. Teachers must repeat lectures for new admitted students or send them their recorded lectures. PG students may be called to College in small groups for practical work.

Agenda Item: IQAC: 2020: 3: 4: Gender sensitisation programme for IIIrd sem students

Gender sensitisation programme for IIIrd sem students will be started from 16th November 2020.

Agenda Item: IQAC: 2020: 3: 5: kmvinnocreations as a startup portal on Amazon

A portal on Amazon is being put up by joint venture of vocational departments like FD, Beauty and Wellness, Fine Arts, Nutrition, Exercise and Health and Retail Management by the name of kmvinnocreations as a startup.

Agenda Item: IQAC: 2020: 3: 6: Research activities and IPR

Dean research Dr. Jatinder Pal discussed that research forum will be organized soon. College will undertake research activities which should lead to IPR/patent in different fields. All staff members should submit MOOC proposal on UGC website. Principal Madam repeated that Associate Professors to write two papers per year and assistant professors to publish one paper in Scopus. The doctorate staff members should start guiding Ph.D in collaboration. Principal Madam apprised the house that course in creative writing will be started shortly in collaboration with Dr. Maria from Boston University.

Agenda Item: IQAC: 2020: 3: 7: Examinations

Principal Madam appreciated the COE and her examination team for successful completion of examination during COVID. She advised the teachers that assessment of the students must be done very rationally. All award lists must come after duly signature of HODs. All teachers must take care of left/absent/present students.

Agenda Item: IQAC: 2020: 3: 8: Student Welfare

All teachers must get sick leave applications from students through mail if there are any. Madam asked the teachers to get emails of parents of students so that online PTMs can be held. Principal Madam instructed the JMC teachers to do e- stories for e-channel

related with current issues. She asked other departments like Economics and Commerce to give students survey and field work and write papers based on that work.


**Mrs. Parminder Kaur
Dwivedi**

(IQAC Coordinator)


Dr. Atima Sharma
(Principal)

ATTENDANCE SHEET

<u>Name</u>	<u>Dept.</u>	<u>Signatures</u>
Priya	Political Science	Priya
Dr. IBAL SINGH	Political Science	IB
Ashima	" "	<u>Ashim</u>
Gutika	Sociology	<u>Gutika</u>
Aarti Gupta	Economics	<u>Aarti</u>
Rupinder Kaur	History	<u>Rupinder</u>
Anushabha	Hindi	<u>Anushabha</u>
Darinder	Phy. Ed.	<u>Darinder</u>
Neeraj	"	<u>NE</u>
Neenu	History	Neenu
Dr. Monica Sharma	History	<u>MS</u>
Dr. Neeraj Sharma	Sanskrit	<u>Sharma</u>
Dr. Reena	Punjabi	<u>Reena</u>
Kirti Anand	Economics	<u>Kirti</u>
Dr. Ekta Saini	Philosophy	<u>Ekta</u>
Neha	Economics	<u>Neha</u>
Dr. Gargi	History	<u>Gargi</u>
Dr. Sheranjet Kaur	Psychology	<u>Sheranjet</u>
Dr. Radhika	"	Radhika
Mrs. Anamika	Eco.	<u>Anamika</u>
Rupinder Kaur	History	<u>Rupinder</u>
Anujol K	Phy. Ed.	<u>Anujol</u>

Kanya Maha Vidyalaya, Jalandhar
(An Autonomous College)

Meeting Date: 06-05-2021

Meeting Time: 2pm

Meeting was held with regular and contractual staff on 06-05-2021 at 2 pm through Zoom App (online Mode).

IQAC coordinator Mrs. Parminder Kaur presented agenda item one by one with permission of chairperson.

Agenda Item: IQAC: 2020: 5: 1: Action taken report

IQAC coordinator Mrs. Parminder Kaur explained in detailed action taken on agenda discussed in meeting held on 27th March 2021.

Action taken report

Agenda Item: IQAC: 2020: 4: 2: Future plans and overall progress of college discussed with external peer members.

IQAC coordinator Mrs. Parminder Kaur explained the house that External members of IQAC appreciated the overall working of college and IQAC cell and gave very valuable suggestions which are under implementation. She apprised that college has obtained four more IPRS and doing progress in all sections.

MANINDER-HARPREET-SLOW FASHION LOGO/CAD/PAINT	ARTISTIC WORK	A-138009/2021	30/04/2021
MANINDER-HARPREET-SUSTAINABLE FASHION LOGO- CAD/HAND-PAINT	ARTISTIC WORK	A-138310/2021	30/04/2021
NAVNEET-SIMERJEET-HARPREET-MADHUBANI CAMEL HAND PAINTED SNEAKERS WITH KANTHA WORK	ARTISTIC WORK	A-138007/2021	30/04/2021
HARPREETTUTEJA-RITAKANT-UPCYCLED CRAZY QUILTED CUSHION COVER	ARTISTIC WORK	A-138008/2021	30/04/2021

Agenda Item: IQAC: 2020: 5: 2: Problems about online teaching learning.

Principal Madam asked about problems about online teaching learning. Mrs. Harpreet Kaur raised some issues about project work and practical to which discussions were held and it was decided to give online demonstration. Principal Madam instructed all HODs to ensure that all classes are met, if due to some medical compulsion a person cannot take class, HODs must be informed and all the HODs must inform Dean Academics.

Agenda Item: IQAC: 2020: 5:3: Functioning of various cell

Student centric activities are organized from time to time by various cells of college and HODs must ensure that Interdisciplinary programmes are attended by students. Innovation Council i.e IIC cell is working very effectively and all department should send any innovative activity/practice to Mrs. Rashmi Sharma Director of IIC cell.


Mrs. Parminder Kaur

(IQAC Coordinator)


Dr. Atima Sharma Dwivedi
(Principal)

Kanya Maha Vidyalaya, Jalandhar
(An Autonomous College)
Staff meeting with Madam Principal

Meeting Date: 27-05-2021
Meeting Time: 1 pm

Staff Meeting was held with madam principal Dr. Atima Sharma Dwivedi on 27-05-2021 at 1 pm through Zoom App (online Mode).

Principal Madam welcomed all those members of staff and gave good wishes to all who have suffered during Covid and came back as winners.

Agenda Item: IQAC: 2020: 6: 1: Action taken report

IQAC coordinator Mrs. Parminder Kaur explained in detailed action taken on agenda discussed in meeting held on 06th May 2021.

Action taken report

Agenda Item: IQAC: 2020: 5: 2: Problems about online teaching learning.

Online teaching including practical work is going on in very effective way. All the Students as well as teachers actively participated in the classes as per the allotted timetable. Head of Departments ensured that all the classes are held on regular basis.

Agenda Item: IQAC: 2020: 5:3: Functioning of various cell


Prize Distribution day was organized via zoom in 11 May, 2021. All Faculty members, Principal madam, President Sh. Chander Mohan, other dignitaries and students diligently partook in this function.

Agenda Item: IQAC: 2020: 6: 2: To pay extra attention to students who face internet issues

Principal madam instructed all the teacher to pay extra attention to students as teaching is going on in online mode and develop those qualities in students which they could not imbibe while sitting at home. Punctuality in teachers is very important. If some teachers are clubbing classes due to unavoidable circumstances, teachers must inform HOD or Dean. Teacher must inform if Zoom ID is changed. Every teacher should give extra time to students so that they can questions.

Agenda Item: IQAC: 2020: 6: 3: Student Development activities

Placement cell should work hard so that students must get placed in good companies. Students must be encouraged for that. Teacher must prepare presentations for students and upload recorded videos on LMS/ You tube . There should be more online activities with students like IT KITE (Intercollege) Discussion were held to organize National youth festival.



Mrs. Parminder Kaur

(IQAC Coordinator)



Dr. Atima Sharma Dwivedi

(Principal)

2

Kanya Maha Vidyalaya, Jalandhar
(An Autonomous College)

Meeting Date: 31-05-2021
Meeting Time: 1:30 pm

Meeting was held with IQAC Committee and Examination Committee and Planning and Evaluation Committee regarding On-line Examination on 31-05-2021 at 1:30 pm through Zoom App (online Mode).

Agenda Item: IQAC: 2020: 7: 1: Action taken report

IQAC coordinator Mrs. Parminder Kaur explained in detailed action taken on agenda discussed in meeting held on 27th May 2021.

Action taken report

Agenda Item: IQAC: 2020: 6: 2: To pay extra attention to students who face internet issues

Faculty members have created Whatsapp groups and giving lessons to students who are facing online connectivity. Also each staff member is uploading lectures on Youtube.

Agenda Item: IQAC: 2020: 6: 3: Student Development activities

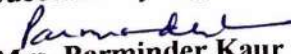
IQAC coordinator discussed in detailed proposed plan of action for the session 2021-22. She also explained allotment of duties to different departments and cells for implementing the plan of action.

Agenda Item: IQAC: 2020: 7: 2: Examination pattern

Students should be prepared for online and offline mode of examination as examination mode will be decided by the parent university i.e GNDU. Students will be given google form to choose between online and offline mode of examination. All syllabi must be completed by 30th June.

Agenda Item: IQAC: 2020: 7: 2: Vaccination awareness

Vaccine center at KMV which has been well appreciated by Deputy Commissioner. All staff members must get vaccine at the earliest. NCC Students have done a very good job to successfully organise vaccination camp.


Mrs. Parminder Kaur

(IQAC Coordinator)


Dr. Atima Sharma Dwivedi

(Principal)