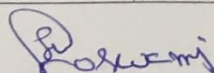


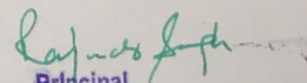
IQAC MEETING MINUTES REGISTER
SESSION : 2018-19

SANATAN DHARMA COLLEGE, AMBALA CANTT
INTERNAL QUALITY ASSURANCE CELL
ACTION TAKEN REPORT ON MINUTES OF IQAC
Session:2018-19

Meeting No/Agenda Item No	Action Plan	Action Taken
<p>M1/A1,A2,A3,A4, A5 M8/A1 M9/A1</p>	<ul style="list-style-type: none"> • Orientation Program for Staff & Students • Preparing Academic Calander • Strengthening Tie ups & Linkages • Facility for Specially abled students • Acquaintance with NAAC Revised Accreditation Framework. • Awareness about IPR Plagiarism amongst the faculty members and students. 	<p>Orientation program was conducted for the first year students and new staff by Principal & Faculty members to guide them for the rules , regulations ,cells & activities of the college. Mr. Narender Aggarwal, Professional trainer Gurukul Drona, Ludhiana also oriented students for life skills and personality traits.</p> <p>A two days library orientation program for the newly admitted students was organized on July 19-20,2018 to enable them to use library facilityeffectively.</p> <p>Detailed College Academic calander was prepared and displayed on college website. All the HOD's and Cell Incharges prepared academic calander for their respective departments and cells and intimated to students.</p> <p>59 linkages for on the job trainings were established and 16 MOU's were signed with industry and institutes of high eminence for academic and research activities.</p> <p>Washroom for specially abled students wasconstructed.</p> <p>All seven criterions were distributed to IQAC members to smoothly work on each criterions. IQAC also conducted one Day Workshop on the topic "Awareness and need of NAAC Assessment & Accreditation of the colleges organized by Haryana State Higher Education Council.</p> <p>One day workshop on Intellectual Property Rights & Plagiarism was organized on 17th feb,2019 by IQAC and Central Library of the college.</p>

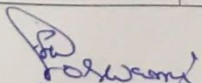

Coordinator, IQAC
Sanatan Dharma College
Ambala Cantt

52

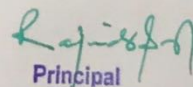

Principal
Sanatan Dharma College
Ambala Cantt

IQAC MEETING MINUTES REGISTRE
SESSION : 2018-19

	<ul style="list-style-type: none"> Subscription for digital library. 	Central Library in consultation with IQAC subscribed for Digital Library in the month of March 2019 to be accessed online by the students of the college for 24 hours, 365 days from anywhere at any time.
	<ul style="list-style-type: none"> Start New Certificate/Diploma & Value added courses. 	New Courses: 6 certificate & 3 Diploma/Advanced Diploma & 24 value added have been started.
	<ul style="list-style-type: none"> Taking online Feedback from students and display of Analysis report on College Website. 	Feedback from the students is collected in the month of March, 2019 through Online College Information management System and Action Taken Report is prepared after the analysis of the feedback responses by the feedback committee.
M2/A1	<ul style="list-style-type: none"> CGC to Strengthen value added skill courses in order to acquaint the students with soft and professional skills. 	Career guidance Cell conducted 24 value added courses to inculcate life skills among students with special emphasis on Public speaking, presentation skills, impromptu speaking, stage management, Resume writing, interviews skills, Group discussions, stress management, First aid training etc.
	<ul style="list-style-type: none"> CGC to organize workshops on psychological and practical skills for administrative staff. 	A one week workshop on Computer Skills from Dec 01-07, 2018 was organized by Career Guidance Cell.
	<ul style="list-style-type: none"> Regular interactive classes of personality development. 	Regular classes of personality development were carried out by professional trainers from Gurukul Drona, Ludhiana for students of all streams (Commerce, Science and Arts) to make them employable.
	<ul style="list-style-type: none"> Awareness program on Higher education options and career opportunities for final year 	Lectures on Career Opportunities & Job options were carried out for the final year students of all streams (Commerce, Science and Arts) to make them aware of the career and higher education options available after graduation.
M3/A1	<ul style="list-style-type: none"> Strengthening enrollment in subject related Add on Courses 	<p>Good number of Students were enrolled by various departments as per following details</p> <p>Certificate Course: 1117 Diploma : 55 Advanced Diploma: 06</p>


Coordinator, IQAC
Sanatan Dharma College
Ambala Cantt

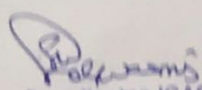
53

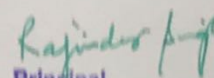

Principal
Sanatan Dharma College
Ambala Cantt.

IQAC MEETING MINUTES REGISTER

SESSION : 2018-19

	<ul style="list-style-type: none"> • Preparing & uploading Lesson Plans by Faculty members. • Design & Upload e-contents on College ERP. • Uploading attendance, internal assessment marks on College ERP • Allotment of Mentees to Mentors • Participation in workshops/seminars by teachers on latest trends in their respective fields and teaching methodologies. 	<p>Lesson Plans of all courses were prepared by faculty in-charges and uploaded on college website in the month of August and same is intimated to students.</p> <p>All the teachers designed their ppt's and uploaded on College ERP for the access of students. Teachers also uploaded quality videos, links of tutorials, E-Text downloaded from open educational sites like NPTEL, spoken Tutorials by IIT Bombay etc.</p> <p>Attendance is uploaded on the same day by teachers when the class is conducted and internal assessment is uploaded at the end of semester.</p> <p>Mentees in small groups were assigned to mentors by CGC at the beginning of the session and approved list of mentors by Principal is uploaded on the website for the information of students.</p> <p>Teachers participated in total 255 national/international/local level seminars and workshops in their respective fields. Teachers presented papers in 155 conferences/seminars.</p>
M4/A1	<ul style="list-style-type: none"> • Organize Talent Show 	<p>Talent show was organized under the aegis of Youth & Cultural Affairs department, KUK on August 31, 2018. Students showed their talents in painting, Dancing, Declamation, Poetry, Singing, Quiz, Monoacting, Playing Instrument etc.</p>


 Coordinator, IQAC
 Sanatan Dharma College
 Ambala Cantt


 Principal
 Sanatan Dharma College
 Ambala Cantt

IQAC MEETING MINUTES REGISTER
SESSION 8 2018-19

	<ul style="list-style-type: none"> Appoint trainers for the training of participation in Zonal Youth Festival 	<p>Different faculties were appointed for the training of students in the month of September for the preparation of Zonal Youth Festival and Interzonal Youth Festival. Our college got first position in classical vocal solo, Group song general, Classical instrumental solo, Haryanvi Orchestra, Western group song, Haryanvi group dance, Haryanvi dance solo, Choreography, Rasiya group dance, Haryanvi saang, Debate Quiz, Collage making, Poster making, installation, Poetical symposium (Hindi). Bagged second position in Classical instrument solo, Haryanvi folk instrumental solo, Haryanvi pop song, Classical dance, Group dance, Rituals, On the spot photography, On the spot painting, Rangoli, Poetical symposium (Haryanvi), Western instrumental solo and third position in Indian Orchestra, Light Indian vocal, Haryanvi group song, Western vocal solo, Haryanvi dance solo (female), Mime.</p> <p>A special workshop on "Thinking Western Music Transnationally" was organized for the students on 16th December 2018. Another workshop on "Stage Performance and Aural Skills" was also organized for the students of cultural.</p>
M5/A1	<ul style="list-style-type: none"> NSS, NCC, Red Cross, YRC, Rotaract Club etc to conduct extension and outreach programs in collaboration with industry, community and NGOs Adopt villages under "UNNAT BHARAT ABHIYAN" scheme Cleanliness and Waste Segregation Campaign 	<p>NSS, NCC, Red Cross, YRC, Rotaract Club organised total 75 extension and outreach activities in collaboration with industry, community and NGOs</p> <p>College adopted 5 villages under the scheme of "UNNAT BHARAT ABHIYAN" and conducted various activities for them.</p> <p>Waste segregation Campaign under the theme "My Waste, My Responsibility" was organized in the college campus on 13th March 2019. 25 NSS volunteers participated in the campaign.</p>

P. K. Sharma
Coordinator, IQAC
Sanatan Dharma College
Ambala Cantt.

55

Rajinder Singh
Principal
Sanatan Dharma College
Ambala Cantt.

IQAC MEETING MINUTES REGISTER
SESSION : 2018-19

	<ul style="list-style-type: none"> Cells to arrange awareness camps on environment, Blood Donation, AIDS, Drug Abuse, Pulse Polio, Swachh India, Sanitation & Plantation, Gender Equity. 	Various cells organized total 27 awareness campaigns on various topics for the holistic development of the students.
	<ul style="list-style-type: none"> Provide inclusive environment in the college 	College celebrated all national and international days, national festivals and Birth/Death Anniversaries of great Indian national personalities in order to increase patriotism in students and provide inclusive environment.
	<ul style="list-style-type: none"> Setting up Rain water Harvesting Units. 	College has set up 8 more water harvesting units for accumulation and storage of rain water for reuse.
M6A1	<ul style="list-style-type: none"> SDHDR&T Center & various Departments to sign more MOU's with research institutes 	Total 12 MOU's have been signed with various research institutes by SDHDR&T Centre.
	<ul style="list-style-type: none"> Faculty members to be motivated to undertake PhD programme 	Three faculty members completed their PhD in the session.
	<ul style="list-style-type: none"> Research Cell to motivate teachers to publish quality papers in UGC approved journals and proceedings. 	45 papers have been published in UGC approved journals
	<ul style="list-style-type: none"> Department of Sanskrit to organize seminars, workshops/lectures on Human values, ethics, human rights etc. 	Department of Sanskrit organized 47 seminars, workshops/lectures on Human values, ethics, human rights etc.
M7/A1	<ul style="list-style-type: none"> Renovation in the various blocks of the college 	Renovation has been done for Physics Department, Chemistry Department, Guest house of college Library, Canteen, Home Science Department, the museum in front of Principal's office and in class rooms. Swami Vivekanand's

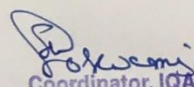
P. K. Sharma
Coordinator, IQAC
Sanatan Dharma College
Amalpur, Cantt

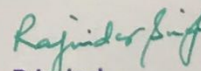
56

Rajinder Singh
Principal
Sanatan Dharma College
Amalpur, Cantt

IQAC MEETING MINUTES REGISTER SESSION : 2018-19

	<ul style="list-style-type: none">• Construction of Wash Room for specially aided students, Seating arrangements in the lawn and repairs.	<p>statue in front of auditorium and Martyr Memorial Block has also been renovated.</p> <p>Washrooms for specially aided students and renovation of girl's toilet was done. Boy's toilets on first floor near seminar hall were constructed.</p> <p>Cement benches has been fixed for increasing the seating capacity of students in college ground</p> <p>Passage from auditorium to English Department has been repaired in keeping concern of special able students, so that reaching to the place is easy for all the students.</p> <p>Dismantling of old plaster, application of new plaster and white wash of college wall of Home Science Department, girl's common room and Bank toward Tribune Colony has been done.</p> <p>Water drainage has been constructed on outskirts of the main ground.</p> <p>Tile work has been done on the roof top of seminar hall, in the sports complex of the college and leveling in the ground near the sports complex.</p>
--	---	--


Coordinator, IQAC
Sanatan Dharma College
Ambala Cantt


Principal
Sanatan Dharma College
Ambala Cantt.