

Govt. Bikram College of Commerce, Patiala

PROCEEDINGS OF THE IQAC MEETING HELD ON 05-11-2022

Date: 05-11-2022

Time: 12:10 p.m.

Venue: Principal office

Members present:

	Name	Address	Mobile No	E-Mail
Chairperson	Prof. (Dr.) Kusum Lata, Principal	#14-A/2 ranbirmarg, raman bakery road, patiala	9501030599	kusumbansal672@gmail.com
Coordinator	Dr. Vaneeta Rani Associate Professor	#-332, PUDA Enclave, Patiala	9417976419	vaneeta142@gmail.com
Members				
Teachers	Prof. Ram Kumar Associate Professor	#-251, St.no.02, Guru Nanak Nagar, Patiala	9463736891	ram27662766@gmail.com
	Dr. Apra Assistant Professor	#35-A, Punjabi Bagh, Patiala	9878683054	aprasahni2015@gmail.com
	Smt. Sukhbir Kaur Librarian	#4, St. No. 28, Anand Nagar-B, Patiala	8054142001	sukhibir72@gmail.com
	Dr. Paramjit Kaur Part Time Lec.	# 142 G Ranjit Nagar, Patiala	9988794912	param.venus@gmail.com
	Dr. Jyoti Tirthani Part Time Lec.	#B-28/200, Near B-Tank, Patiala.	9855504937	kapila1arun@yahoo.co.in
	Dr. Rekha Rani Part Time Lec.	E-104, Omaxe City Sirhind, Road Patiala	6280258026	rekhajindal2015@gmail.com
	Dr. Reetu Kapoor Part Time Lec.	20/9, Guru Nanak Nagar, Patiala	9646050782	kapoorreetu2008@gmail.com
Office Staff	Smt. Kiranjeet Kaur (Junior Assistant)	520-E Azad Nagar, Patiala	9988360664	kirankaur414@gmail.com
	Sh. Balbir Singh (Junior Assistant)	#308, Block-F, Ranjit Nagar, Seona Road, Patiala.	9872821966	balbirgbc@gmail.com
Student Nominee	Liza Rani (B.Com-III)	#4922, Arorian Street, Patiala	9877244676	lizarani9998@gmail.com
Nominee for Local Society	Mr. Umesh Kumar Ghai	#52, Ajit Nagar, Patiala road, Bhawanigarh	9914200787	ghaiukumar@gmail.com
Nominee for Alumni	Smt. Manjit Lata	1-A/7, Guru Nanak Nagar, Patiala	9815307839	

Meeting of the IQAC of **Govt. Bikram College of Commerce, Patiala** was conducted under the guidance of Chairperson Prof. (Dr.) Kusum Lata, Principal on 05-11 2022 in the principal office at 12:10 PM. A total of 14 Members attended the meeting along with student Nominee IQAC Coordinator Dr. Vaneeta Rani discussed the agenda of the meeting as per DPI © Punjab office memo no. 403663 Colleges (3)/1422 dated 21-10-2022 and the following points emerge from the discussion:

1) Institutional views on learner centric education

- a. **Multidisciplinary education:** - Multidisciplinary education is the need of the hour. Our college is already providing learning in various fields such as course in computers and certificate courses in business etiquettes and professionalism, IT Enabled Services and Retail and Sales Management.
- b. **Adoption of Academic Bank of credits:** - Academic bank of credit is a good initiative taken by the higher education institutes under NEP 2020. Under this our colleges students are getting registered on the www.abc.gov.in 70% of students have already registered for the same and rest are under process.
- c. **Adoption of Multiple Entry and exit system:** - Members are highly in favor of introducing multiple entry and exit system. It will benefit the student through multy disciplinary learning.
- d. **Adoption of guidelines of NHQEF and curriculum and credit framework for undergraduate programmes:** - Members of the IQAC are in favor of adoption of guidelines of NHQEF and curriculum and credit framework for undergraduate programmes as it provides comprehensive framework that will be comparable with international quality standard. This will definitely change the face of Indian education system through experiential and skill based learning.

2) Institutional Preparedness and views on digital learning

- a. **Open distance learning and online programmes:** - The College is fully prepared for online learning programmes. The students are guided about various e-resources. Teachers are also attending online FDPs from time to time.
- b. **Syayam and other MOOCS programmes and their relevance:** - A number of faculty members have appeared in final test on New Education Policy 2020 after attending 7 days FDP on syayam portal. Some of the faculty members have also registered for MOOCS.

3) Industry institute collaboration

- a. **Internship/Apprenticeship embedded programmes:** - Our college students enrolled for office management vocational course go for one month training. Members gave the viewpoints so that students can get internship that will boost up their moral.

- b. **Alumni Connect:** - The College has registered alumni association named 'Bikram Alumni Global Association' (BAGA). Every year college organizes annual get together of alumni Home-Coming. This annual function will be held on 3rd December, 2022. Alumni executive meeting was held on 01-11-2022, in which it has been decided to give scholarships to needy students and provide 3 Air conditioners for Saheed Bhaat Singh Hall.
 - c. **MOU with industry for internship/Research/Entrepreneurship/Employment:** - The objective to sign Memorandum of Understanding (MOU's) with companies and NGOs is to stimulate and facilitate the development of collaborative and mutually beneficial programs which serve to enhance the academic standard, professional & social skills and intellectual life of our students. Our College has signed eight MOU's with various industries and organizations.
 - i. White Eagle Laboratories (28 Jan, 2022)
 - ii. C-3 Career Consultants (29 Jan, 2022)
 - iii. GSA Industries (31 Jan, 2022)
 - iv. District Bar Associate, Patiala (24 Feb, 2022)
 - v. NIIT (4 March, 2022)
 - vi. Adhivakta Parishad Punjab Unit, Patiala (14 March, 2022)
 - vii. Bajaj Finserv Limited (1 April, 2022)
 - viii. Sunbridge Hotels India Private limited (15 June 2022), Chandigarh.
 - d. **Research and development cell in every College:** - We are planning to establish Research and development cell in our College.
- 4) **Institutional awareness and preparedness on academic research and internationalization:**
- a. **Academic and research collaboration between Indian and foreign higher education institutions-institutional efforts:** - Maximum teachers of our College are Doctorate. Some are Pursuing Ph.D. Senior Teachers are also guiding Ph.D. scholars. Teachers are also writing articles for research journals. Our Colleges is putting efforts for the academic collaboration with university and Colleges. The College has tied up with Jagat Guru Nanak Dev Open University, Patiala for Certificate Courses.
 - b. **Ranking of institutions:** - The College is planning to get ranking through NIRF in this session.
 - c. **Adoption of guidelines of UGC on institutional development plan:** - The College is following the guidelines of UGC on institutional development plan.
 - d. **Accreditation:** - The College got was accredited in the year 2005 and got B+ grade. At present we are preparing for 2nd cycle of accreditation.

- e. **Faculty training:** - All faculty members are motivated to update themselves by improving their skills from time to time. Faculty members attend online and offline faculty development programme.

5) **Indian knowledge system**

- a. **Courses in Indian Languages:** - Our College is Government College and is affiliated with Punjabi University, Patiala. The College is offering courses like B.Com, M.Com and B.C.A. as per the norms of Punjabi University, Patiala students can opt for Punjabi or English as medium of their study in undergraduate commerce courses.
- b. **Embedding Indian knowledge system in curriculum:** - The curriculum is decided by the members in the meeting of Board of Studies Punjabi University, Patiala.

6) **Institutional efforts to promote employability:**

- a. **Establishment and progress of Placement Cell:** - The College has well established Placement Cell which is taking care of employability needs of the students. The cell is also arranging career guidance lectures for them.
- b. **Progress of career guidance cell:** -
 - i. GSA industries visited in our college campus on 08-02-2022 and conducted a placement drive in which they shortlisted 11 students from computer department.
 - ii. NIIT visited our college campus on 04-03-2022, conducted a placement drive for recruitment in ICICI BANK for the post of relationship manager in which 22 students of commerce stream has been shortlisted
 - iii. An MOU was finalized with BFSI on 01-04-2022 and they started certified program of BAJAJ FINANCIAL SERVICES in the college. 45 students got registered in above program and successfully completed the first session of 45 days.
 - iv. C -3 career consultants visited our college campus on 21-02-2022 in which Sh. Manik Raj Singla had delivered a lecture on career guidance to boost up the knowledge of students.
 - v. District Bar Association, Patiala under the leadership of Sh. Umesh Kumar Ghai (ADV.) delivered inspirational and motivational lectures to our students in our college campus on 04-04-2022 and also emphasized legal issues pertaining to court cases.
 - vi. DR. Roopsi from Employment Branch of D.C. office conducted an essay writing competition in our college campus on 20-04-2022 where she distributed participation certificates to our students.
 - vii. A lecture on career guidance was conducted in the college on 07-10-2022 in which Mrs. Unnati Goel (Company Secretary, Aggarsain Fibers Pvt. Ltd.

Samana) delivered lecture on topic –CS A CAREER WITH ENDLESS OPPORTUNITIES.

viii. A lecture on career guidance was conducted in the college on 31-10-2022 in which Smt. Seema Aggarwal (Chairperson, Patiala branch of Chartered Accountants) delivered a lecture on topic-Mega Career counseling program.

ix. Further, in 3rd week of November 2022, a faculty development program is scheduled to be conducted by Jaipuria Institution of Management Noida in which the faculty will be apprised of leveraging technology in classrooms. Also, one day workshop will be organized for the students covering placement training, leveraging linkage and happiness and well being

x. Moreover, in 3rd week of November 2022, Sh. Manik Raj Singla, C-3 Career consultants will deliver the lecture to the students on career counseling.

c. **Linkages with society organizations to promote employability:** - District Bar Association, Patiala under the leadership of Sh. Umesh Kumar Ghai (Advocate) delivered inspirational and motivational lectures to our students in our college campus on 04-04-2022 and motivated student to join legal profession. Our Institution has collaboration with Rotary Club and formed Rotaract Club for Social Services.

d. **Best practices of College to promote self-employment:** - The College organizes extension lectures on self employment from time to time.

7) **Quality road map for your institution**

a. **Activates plan for the month of November and December for quality enhancement of education:** -

i. One day workshop will be organized for the students covering placement training, happiness and well being.

ii. On 3rd week of November, 2022 Sh. Manik Raj Singla, C-3 Career Consultants will deliver the lecture to the students on Career Counseling.

iii. Alumni get-together 'Home Coming' will be held on 03-12-2022.

b. **Target students groups and teachers for quality enhancement:** - The students are divided into five houses; every house is governed by an in-charge. The classes are divided into sections and each section is assigned a Mentor. The Mentor is assisted by student ambassadors of the senior most classes.

c. **Faculty improvement activities:** - In 3rd week of November, 2022 a faculty development program is scheduled to be conducted by Jaipuria Institution of Management, Noida.

8) **Other Issues Discussed in the Meeting:-**

- a. It was decided to conduct mid semester test for all the classes strictly as per Punjabi University, Patiala final examination patron.
- b. It was also decided to start 3rd unit of N.S.S. as registration by the students has been more than 300.
- c. It has been planned to prepare and submit AQAR for the session 2021-22 by 30th November.