

SHAHID BHAGAT SINGH GOVERNMENT COLLEGE KOTKAPURA

MINUTES OF MEETING

On 19-05-2026 IQAC meeting was held in IQAC department at 12.15 PM and following members were present:

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| 1. Dr. Gulshan Kumar Ahuja (Chairperson) | 2. Dr. Veenu Rani (IQAC coordinator) |
| 3. Shri Harbans Singh (Retd. Professor) | 4. Shri Subhash Goyal (Society Member) |
| 5. Prof. Satnam Singh (Assistant Prof.) | 6. Shri Harbans Arora (NGO) |
| 7. Prof. Ramanpreet Kaur (Assistant Prof.) | 8. Prof. Amandeep Kaur (Assistant Prof.) |
| 9. Dr. Satnam Singh (Assistant Prof.) | 10. Dr. Harjinder Pal Kaur (Assistant Prof.) |
| 11. Prof. Ajay Kumar (Assistant Prof.) | 12. Prof. Mantar Singh (Assistant Prof.) |
| 13. Prof. Poonam Arora (Assistant Prof.) | 14. Prof. Jarnail Singh (Assistant Prof.) |

For the academic session 2025-26 (even semester), the following decisions were taken to improve the quality of education in the college:

- 1 Registrar will coordinate with the Superintendents of examination centers to ensure the smooth conduct of the examination.
- 2 All faculty members will evaluate the answer sheets and submit the report to the Registrar's office as per university's deadline.
3. All faculty members will upload the internal assessment and submit the same to the Registrar's office as per university's deadline.
4. A mini prospectus (8-10) will be printed and full length prospectus will be uploaded on website, prospectus committee will design the prospectus and hand over to web site committee to upload on the site and printed prospectus to the admission committee.
5. A help desk will be set up for admissions, and the pamphlets will be shared on social media. Hoardings will also be placed at public locations.
6. Academic calendar will be made by committee as per university schedule.

At the end of meeting, the chairperson expressed appreciation for the collaborative efforts of the members. The meeting was concluded with a vote of thanks to the members for their contributions in quality enhancement for the institution.

[Handwritten signatures of members]

[Handwritten signature of Principal]
Principal 19/05

S.B.S Govt. College
KOTKAPURA (Fdk)