

St. Soldier College (Co. Education)
Internal Quality Assurance Cell (IQAC)

Session- 2024-25

Date: 29-03-2025

Time: 01:00pm

Venue: Director Office

Subject: Meeting Regarding Course Introduction, Bridge Classes, LSCs Proposal Status, and Academic Progression Review

Agenda:

1. Introduction of new academic programs (BBA and Diploma in Communication Skills)
2. Planning of bridge classes for academically weaker students
3. Status update on application for Learner Support Centre's (LSCs) under **Directorate of Open and Distance Learning**.
4. Review of student and teacher progression
5. Approval of NCC unit

Points Discussed:

1. The Director proposed launching two new academic programs:
 - **Bachelor of Business Administration (BBA)**
 - **Diploma in Communication Skills**These proposals were made keeping in view the **eligibility** and **availability** of **faculty resources**.
2. A detailed discussion was held on **bridge classes** to support weak students academically. Implementation strategy and timelines were reviewed.
3. The college has submitted an application to establish **Learner Support Centre's (LSCs)** under the **Directorate of Open and Distance Learning, Guru Nanak Dev University, Amritsar**, and is currently awaiting a formal response.
4. A review of the **academic and professional progression** of both students and faculty members was conducted, highlighting areas of improvement and development.
5. The application has been **approved**, and preparatory steps for setting up the unit are underway.

Action Taken:

1. Departments have been directed to assess and confirm **eligibility and workload feasibility** for the proposed new courses.
2. Preliminary planning for **bridge classes** has commenced, with scheduling and faculty allocation in progress.
3. Follow-up communication is being maintained with GNDU regarding the **LSC proposal** status.
4. Following the approval of the NCC application, the college is in the process of fulfilling requirements to **operationalize the NCC unit**, including coordination with the regional NCC headquarters.

Ms. Seema Rani
Coordinator (IQAC)

Dr. Manjiit Kaur
Chairperson

Dr. Veena Dada
Management Representation