



TRINITY COLLEGE, JALANDHAR

Affiliated to GNDU, Amrisar | UGC Approved | NAAC Accredited

ACADEMIC PLANNER 2025-2026



“
AIM HIGHER
REALMS:
WHERE AMBITION
MEETS
EXCELLENCE”

INTERNAL QUALITY ASSURANCE CELL

TRINITY COLLEGE, JALANDHAR

Charting The Path Ahead.....

At Trinity College, we are committed to providing a world-class education that fosters the cognitive, emotional, and creative growth of our students. Our academic planner and quality framework for the year 2025-2026 are carefully designed to achieve our vision and mission, ensuring optimal performance and holistic development. The planner is built around the theme "Aim Higher Realms: Where Ambition Meets Excellence," which serves as a guiding philosophy for our efforts to inspire individuals to strive for excellence, grow personally and professionally, and make a meaningful impact.

Our academic planner incorporates several key components that work together to support student growth and development. These include:

1. **Micro-level planning:** Detailed planning and goal-setting to ensure that every aspect of our educational program is carefully considered and implemented.
2. **Holistic development:** A range of curricular, co-curricular, extra-curricular, and extension activities are designed to foster the physical, emotional, and intellectual growth of our students.
3. **Faculty development programs:** Ongoing training and professional development opportunities for our faculty members to enhance their teaching capabilities and stay up-to-date with best practices in education.

We are committed to using our academic planner as a roadmap to guide our efforts and ensure that we achieve our vision and mission. By working together and striving for excellence, we are confident that we can make a positive impact on the lives of our students and help them reach their full potential.

TRINITY COLLEGE, JALANDHAR

THEME OF THE YEAR 2025-26

“AIM HIGHER REALMS: WHERE AMBITION MEETS EXCELLENCE”

This theme aims to inspire individuals to strive for excellence, grow personally and professionally, and make a meaningful impact. The theme embodies the pursuit of greatness, encouraging individuals to push beyond their current limits and strive for excellence. It inspires individuals to think big, dream large and set ambitious goals, working tirelessly towards achieving them.

This theme is about exploring new territories expanding horizons and venturing into uncharted areas by emphasizing exceptional performance in the following key areas in alignment with the new education policy:

1. Academic Excellence
2. Personal Growth
3. Professional Development

Academic Excellence

Academic Excellence is a team effort to empower the students to learn and grow. This will be aimed through innovative teaching methods and to facilitate students to think out of the box explore new ideas and concepts. This core area will be emphasized by taking following initiatives:

- Have an industry advisory board to provide input to develop relevant curriculum and academic programs aligned with industry needs
- Create a study plan: develop a schedule for practice and learning
- Define clear objectives for grades, projects or research
- Have constructive feedbacks at the end of every semester to improve performances

Personal Growth

By focusing on personal growth of the students, we aim at nurturing well rounded individuals, equipped with skills and confidence to succeed in all aspects of life. The personal growth of the students will be ensured by putting extra efforts:

- Through personal and group mentoring to develop within them a growth mind set .
- Encourage creativity and curiosity by exploring new concepts and ideas
- Instilling emotional and social quotient among them

Professional Development

Working on professional development of the students aim at developing their knowledge, confidence and skills needed to succeed in their chosen careers. This segment will be strengthened by :

- Helping the students to set smart goals and create a clear road map to achieve goals within given time framework
- Organising training workshops or expert sessions to enhance their professional abilities
- Networking and build relationship with industry professionals through MOUs to assist the students in placements

Thus the theme of the year 'Aim Higher Realms: Where Ambition Meets Excellence' will ensure bridging the gap between ambitions and realities, turning aspirations into tangible achievements in higher realms.

TRINITY COLLEGE, JALANDHAR

SESSION 2025-26

ACADEMIC RETREAT

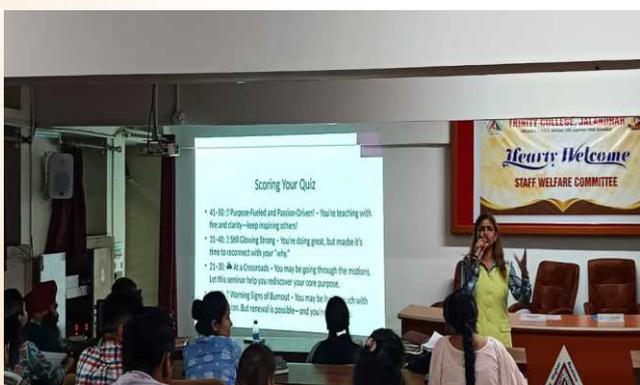
Name of The Event	: Academic Retreat
Date / Time	: 4th and 5th July, 2025, 10.00 am to 4.00 pm
Venue	: Conference Hall, Old building
Organized by	: Staff welfare committee
Name of Coordinator	: Sr. Elseena
No. of Participants	: All staff members
Graduate Attribute covered under this Activity/Outcome	: Lifelong Learning
Broader Category of the Activity	: Extra-curricular

Brief Facts:

The staff welfare committee successfully organised Two-days Academic Retreat for all the faculty members on 4th and 5th July, 2025. Dr. Pooja Ohri, Director, Aman Bhalla Group of Institutions, Kotli, Pathankot, and Dr. Harpreet Singh, Principal, Gujranwala Guru Nanak Institute of Management and Technology, Ludhiana, were the resource persons.

The first day of the retreat began with a soulful prayer by Ms Tanya. Dr. Ajay Parashar, Principal of Trinity College, welcomed the dignitaries, the resource person and the faculty members with warm words. Rev. Fr. Binu Joseph, Asst. Director. Trinity College welcomed the resource person with a bouquet. Following this, Dr. Pooja Ohri delivered an impactful session on the topic "Reigniting Passion for Teaching: Strategies for Staying Motivated." She shared various techniques to make the teaching-learning process more engaging. Her session focused on rekindling teachers' passion, innovative methods, and building positive classroom environments. She engaged the staff in many activities and games leading to self-introspection. Dr. Neetu Khanna extended heartfelt thanks to Dr. Pooja Ohri for her valuable insights. Rev. Fr. Peter, Director, Trinity Group of Institutions enlightened everyone with his valuable message and honored the resource person with a shawl and memento, expressing appreciation and gratitude.

The second day's session began with a prayer by Asst. prof. Jaswinder Kaur. The topic of the day was "Motivation of Thyself Forever," conducted by Dr. Harpreet Singh, Principal, Gujranwala Guru Nanak Institute of Management and Technology, Ludhiana. Dr. Pooja Gaba, Principal, Trinity Institute of Management and Technology, welcomed the resource person and faculty with cordial words and Rev. Fr. Jibu Joseph, Asst. Director, Trinity Institute of Management and Technology welcomed him with a bouquet. Dr. Harpreet Singh inspired all the faculty members to pursue life's goals and success with examples from his own life, encouraging them to remain self-confident, courageous, and enthusiastic. Emphasizing on the role of intrinsic motivation, he said that it is very necessary that we should have self-talk daily. It was a very motivating session which will indeed help the staff to stay focused and decisive. Assistant Professor Rupali Walia offered a heartfelt vote of thanks to the resource person and Rev Sr. Rita honored him with a shawl and memento. The program concluded with the National Anthem.



ACADEMIC CALENDAR 2025-2026

Date	Day	Activity	Core Committee	Organiser
JUNE				
05-07	Thu-Sat	Induction cum Summer Fiesta for XI students	Sr Sec. Wing	Sr Sec. Wing
16	Mon	Distribution of time table	Academics	Academics
JULY				
03	Thu	Submission of Lesson Plan	Academics	Academics
04-05	Fri-Sat	Academic Retreat	Staff Welfare	Staff Secretary
07	Mon	Beginning of Odd Semester Classes	Academics	HODs
19	Saturday	Orientation of New Staff	Staff Welfare	Staff Secretary
19	Saturday	Van Mahotsav Day	Extension and Sustainability	NSS and NCC
19	Sat	Sports Trials	Sports	Sports
19	Sat	Awareness about ICC, Anti ragging for all staff (teaching non teaching and Hostel Warden)	Staff Welfare	Anti Ragging Cell
25-26	Fri-Sat	Induction	Academics	All HODs
26	Sat	National Library Day (with induction)	Academics	Librarian
26	Saturday	Investiture Ceremony	Sr Sec. Wing	Sr Sec. Wing
AUGUST				
02	Sat	Adoption of 4 Schools	Admission	Admission Cell
02	Sat	Inaugural Prayer Service	Cultural	Department of Computer Science
02	Sat	Release of Trinitarian Journal	Research	Principal
02	Sat	Release of Academic Calendar	IQAC	IQAC
02	Sat	Release of Trinitas	Cultural	Coordinator, Literary Club
06	Wed	Value Education Lecture First Wednesday of every month	Student Welfare	Group Mentoring
06	Wed	Mental Wellbeing Class Every Wednesday from this month onwards	Sports	In the Gym
07	Thu	Certificate Courses on Life Skill, Human Values and Professional Ethics, Drug Abuse and EVS (<i>Every Thursday</i>)	Academics	Academics
12-18	Tue-Mon	Anti Ragging Week	Student Welfare	Anti Ragging Cell
14	Thu	Fresher's Day, and Independence Day Celebration	Cultural	NCC and NSS (<i>Ek Bharat Shrestha Bharat</i>)

Date	Day	Activity	Core Committee	Organiser
15	Fri	Holiday (Independence Day)		
16	Sat	Holiday (Janamashtami)		
18	Mon	Drill Class/ Activity Class (every Monday and Tuesday)	Extension and Sustainability	NSS and NCC
21	Thu	Career Guidance Workshop (with certificate course)	Placement	Placement Cell
21	Thu	Entrepreneurship as Career opportunity (with certificate course)	Research and Innovation Cell	EDC and IIC
23	Sat	Teej Celebration	Cultural	Department of Cosmetology
30	Sat	Club Activities	Cultural + Sports	Cultural + Sports
30	Sat	Investiture	Student Welfare	College Cabinet
-	-	August - As per the schedule One certificate course by every department through Swayam/Nptel portals	Academics	Academics
SEPTEMBER				
01	Mon	Honouring Teachers on Teacher's day for outside school teachers (at their respective schools)	Admission	Admission Cell
05	Fri	Teachers Day Celebration	Staff Welfare	College Cabinet
06	Sat	Holiday (Baba Sodal Mela)		
11	Thu	Session on Research Aptitude and Research Surveys for Students (with certificate course)	Research	Research Cell
12	Fri	Inter Department Matches	Sports	Department of Phy. Education
13	Sat	Domain Club Festival	Academics	HODs
13	Sat	Entrepreneurship and innovation Metoring Event (Along with Domain Club Fest)	Research	EDC and IIC
18	Thu	Resume Writing Workshop (with certificate course)	Placement	Placement Cell
19	Friday	Workshop on how to attempt University Exams	Academics	Examination Committee
20	Sat	Preparatory Holiday		
22 Sep -4Oct	Mon- Sat	House examination	Academics	Examination Committee
27	Sat	5S Inspection	IQAC	5S Coordinator
-	-	Punjab Khed Mela (As per Govt Schedule)	Sports	Department of Phy. Education

Date	Day	Activity	Core Committee	Organiser
OCTOBER				
02	Thu	Holiday (<i>Gandhi Jayanti & Dussehra</i>)		
04	Sat	Blooming Buds First Level	Admission	Coordinator, Blooming Buds
05-07	Sun-Tue	Students Trip	Student Welfare	College Cabinet
07	Tuesday	Holiday (<i>Bhagwaan Valmiki Jayanti</i>)		
08-09	Wed-Thu	Karwachauth (Beauty Camp)	Cultural	Department of Cosmetology
10	Fri	Holiday (Karwachauth)		
11	Sat	Voter ID camp	Extension and Sustainability	Electoral Literacy Club
11	Sat	Adhaar Camp	Extension and Sustainability	Electoral Literacy Club
11	Sat	PTM	Academics	PTM coordinator
16	Thu	IPR Awareness Session (with certificate course)	Research	IPR
17	Fri	Extension /Guest Lecture	Academics	HODS (Commerce & Comp. Science)
17	Fri	Awareness on Gender Ratio (Girl Child Day)	Extension and Sustainability	Gender Equity Forum
18	Sat	Diwali Celebration	Cultural	TIMT
18	Sat	Mental Health Day (ensuring 50% of students meet Professional Counsellor)	Student Welfare	Student Counsellor
20-21	Mon-Tue	Holiday (Diwali)		
24	Fri	Extension /Guest Lecture	Academics	HODS & (Arts & Sciences)
25	Sat	Blooming Buds Final Level	Admission	Sr Sec Wing
31	Friday	Inter Department Matches	Sports	Department of Phy. Education
-	-	(As per University Schedule) Inter College Tournaments	Sports	Department of Phy. Education
-	-	(As per University Schedule) Youth Festival Reader's Month	Cultural Academics	Cultural Department of Library Sciences

Date	Day	Activity	Core Committee	Organiser
NOVEMBER				
01	Sat	Gurpurav Celebrations	Cultural	Faculty of Arts
03	Mon	Group Photograph	Academics	Principal
05	Wed	Holiday (Guru Nanak Dev Jayanti)		
07	Fri	Mock Interview (<i>Preliminary Round</i>)	Placement	Placement Cell
07	Fri	Field Trip/Industrial Visit/ Educational tour	Sr Sec. Wing	Sr Sec. Wing
07	Fri	Blood Donation Camp	Extension and Sustainability	NCC and NSS
07	Fri	End of Semester Classes	Academics	NA
08-15	Sat-Sat	University Practicals	Academics	NA
14	Fri	Children's Day Celebrations (honouring students from adopted schools)	Admission	Admission Cell
15	Sat	Inter School Sports Tournament	Admission Cell	Sports
19	Wed	International Men's Day Celebration	Staff Welfare	Gender Equity Forum
29	Sat	Convocation	Academics	IQAC
-	-	(As per Date Sheet) University Examinations	Academics	All Hods
-	-	(As per University Exam) Yoga Camp	Sports	Department of Phy. Education
DECEMBER				
08-13	Mon-Sat	One week FDP	Research	Research Cell
15-21	Mon-Sat	Research Surveys	Research	All HODs
15	Monday	7 Days Village Camp (Gender sensitization, Clean Village, Anti-Pollution, AIDS Awareness, Gross enrolment ratio)	Extension and Sustainability	NSS
15	Mon	Distribution of time table	Academics	Academics
20	Sat	Christmas celebrations for Students	Sr Sec. Wing	Sr Sec. Wing
22	Mon	Christmas celebrations for Staff	Cultural	Dept of Science and Cosmetology
22	Mon	Release of Trinitarian Journal	Research	Principal
22	Mon	Release of Department Newsletters, Prospectus College Pamphlets	Admission	HODs
23-01	Tue-	Holiday (Winter Break)		
25	Thu	Holiday (Christmas)		

Date	Day	Activity	Core Committee	Organiser
JANUARY				
02	Fri	Reopening of College	Academics	
03	Sat	Submission of Lesson Plans	Academics	
03	Sat	FDP	Staff Welfare	Staff Secretary
06	Tue	Holiday (<i>Guru Gobind Singh Jayanti</i>)		
07	Wed	Reopening of Even Semester Classes	Academics	
10	Sat	PDP for Administrative Staff	Staff Welfare	Staff Secretary
13	Tue	Lohri Celebrations	Cultural	Cultural
14	Wed	Holiday (Makar Sakranti)		
17	Sat	Outreach	Extension and Sustainability	All departments
17	Sat	Activities/Workshops/Competitions for Cultural Club Members	Cultural	Cultural
24	Sat	Republic Day Celebration	Cultural	TIMT (<i>Ek Bharat Shrestha Bharat</i>)
24	Sat	Voter Day Celebration	Student Welfare	Electoral Literacy Club
26	Mon	Holiday (Republic Day)		
31	Sat	Inter Department Matches	Sports	Department of Phy. Education
FEBRUARY				
01	Sun	Holiday (Guru Ravi Dass Jayanti)		
02	Mon	Drill Class/ Activity Class (Every Monday and Tuesday)	Extension and Sustainability	NSS and NCC
04	Wed	Value Education Lecture (first Wednesday of every month)	Student Welfare	Group Mentoring
04	Wed	Mental Well-being Class (Every Wednesday from this month onwards)	Sports	Open Stage
05-07	Thu-Sat	Sports Meet (Promoting Village Sports, Staff Sports Events)	Sports	Department of Phy. Education
07	Sat	Distribution of Scholarships	Admission	Admission Cell
09	Mon	Farewell of XII	Sr Sec. Wing	Sr Sec Wing
15	Sun	Holiday (Mahashivratri)		
20	Fri	Book Fair	Academics	Department of Library Sciences
20	Fri	Workshop on Competitive Exams	Placement	Placement Cell
21	Sat	Lectures on Hackathon	Research	EDC and IIC
21	Sat	Kala Utsav	Cultural	Cultural (<i>Ek Bharat Shrestha Bharat</i>)

Date	Day	Activity	Core Committee	Organiser
28	Sat	Student Development Programme (<i>Science Day and Mother Tongue Day</i>)	Academics	HODs (<i>All Departments</i>)
28	Sat	Motivation Talk by Successful Innovator	Research	EDC and IIC
MARCH				
04	Wed	Holiday (Holi)		
05	Thu	Awareness session on women empowerment for students (<i>with certificate course</i>)	Student Welfare	Gender equity Forum
06	Fri	Women's Day Celebration (Honouring of Eminent Women)	Extension and Sustainability	Gender Equity Forum
07	Sat	Education Trip/Industrial Visit/ Field Survey	Academics	HODs
07	Sat	Visit to incubation centres, Idea labs, Market Centres or Design Centres	Research	EDC and IIC
13	Fri	Presentation of Research Survey Reports	Research	All HODs
14	Sat	Staff Day Out	Staff Welfare	Management
16-30	Mon-Mon	House Examination	Academics	Examination Committee
21	Sat	Holiday (Eid)		
23	Mon	Holiday (Shaheedi Diwas)		
26	Thu	Holiday (Ram Navmi)		
28	Sat	5S Inspection	IQAC	5S Coordinator
30	Mon	Mock Interview (Final Round)	Placement	Placement Cell
31	Tue	Holiday (Mahavir Jayanti)		
-	-	(As per the Invites) Participation in Inter College Cultural Events	Cultural	Cultural
APRIL				
03	Fri	Holiday (Good Friday)		
04	Sat	Holiday (Easter Break)		
09	Thu	IPR day (with certificate course)	Research	IPR Cell
11	Sat	PTM	Academics	PTM coordinator
14	Tue	Holiday (Ambedkar Jayanti)		
15 Apr 15 May	Wed- Fri	Short Term Courses	Admission	All departments

Date	Day	Activity	Core Committee	Organiser
17	Fri	Hostel Night	Student Welfare	Hostel Committee
17	Fri	Placement Drives	Placement	Placement Cell
17	Fri	World Earth Day Celebration	Extension and Sustainability	NSS and NCC
18	Sat	Prayer Service	Cultural	Department of Commerce
23	Thu	End of Semester Classes	Academics	
24	Fri	Farewell	Cultural	College Cabinet
27	Mon	Silver Jubilee Celebration	IQAC	IQAC
		<i>(As per University Physical Edu Exam Datesheet)</i> Yoga Camp	Sports	NSS and NCC
MAY				
01	Fri	Labour Day Celebration	Staff Welfare	Support Staff
23	Sat	Village Camps <i>(Health Checkup & Door to door campaign, awareness of gross enrolment)</i>	Admission	NCC and NSS
30	Sat	National Seminar	Research	All HODs
JUNE				
01-30	Fri	Short Term Courses	Admission	All departments
04-06	Thu-Sat	Induction	Sen. Sec.	Sen. Sec.
05	Fri	Environment Day Celebration	Extension and Sustainability	NCC and NSS
20	Sat	Alumni Meet	Placement	Placement Cell
21	Sun	International Yoga Day	Extension and Sustainability	Sports, NCC and NSS, College Cabinet, Gender Equity Forum
30	Tuesday	Holiday (Kabir Jayanti)		

ADMIN CALENDAR 2025-2026

Schedule		Event	Organiser
JULY			
By	15	Finalisation of Canteen Menu and Installation of Suggestion/complaint Box	Canteen Committee
On	19	Staff Meeting	Staff Secretary
On	25, 26	Orientation of all cells and clubs along with Induction	Cell/Clubs Coordinators
By	31	Mentoring Groups and Preliminary Records	HODs
By	31	Research Mentoring groups for Volunteering Teachers	Research Cell
AUGUST			
By	05	Verification of Stock Register and Financial Resources for the month of May-July	Infra and Resources Mobilisation
On	07	First Core committee Meeting	IQAC
Onwards	8	<i>(Every second and fourth Friday starting from 8 August onwards)</i> Opening of suggestion box	Student Grievance Cell
On	23	Hostel Committee Meeting	IQAC
On	23	Camp in Adopted Schools	Admission Cell
By	30	Enrolment of Volunteers <i>(to be completed in the month of Aug)</i>	Clubs and Cell
By	31	Submission of Proposal of National Seminar by Each Department	All Departments
By	31	Finalisation of Fee and concession policy for next session	Admission Cell
By	31	Mess Membership	Canteen Committee
By	31	Library Membership of all Staff and Students	Library
SEPTEMBER			
By	03	Verification of Stock Register for the month of August	Infra and Resources Mobilisation
By	03	Verification of Mentoring record, Teachers Diary and Register for the month of July and August	Academics
From	08	Initiating Rehearsal for Youth Festival	Cultural
On	10	Second Core committee Meeting	IQAC
Between	15-20	Invitation of Blooming Buds	Admission Cell
By	25	Survey from First year for Anti Ragging	Anti Ragging Cell

Schedule		Event	Organiser
By	25	Anti Ragging Undertaking	Anti Ragging Cell
By	25	Mails to Parents for Anti Ragging	Anti Ragging Cell
By	30	Sending Anti ragging report to University	Anti Ragging Cell
Between	22-27	Activity with Adopted Schools (<i>Sessions/ Lectures at schools</i>)	Admission Cell
Between	29 -4 Oct	House Visit of Sr Secondary Students	Admission Cell
OCTOBER			
By	03	Verification of Stock register for the month of September	Infra and Resources Mobilisation
By	03-Oct	Verification of Mentoring record, Teachers Diary and Register for the month of September	Academics
On	04	Third Core committee Meeting	IQAC
On	06	Campus visit for adopted school children	Admission Cell
On	11-Oct	Hostel Committee Meeting	IQAC
On	11-Oct	Extension Lecture for adopted school children	Admission Cell
On	17-Oct	Extension Lecture for adopted school children	Admission Cell
By	31-Oct	Students Feedback	IQAC
By	31-Oct	School visits (<i>to be completed by end of October to get data or dates</i>)	All Departments
NOVEMBER			
By	03	Verification of Stock Register for the month of October	Infra and Resources Mobilisation
By	03	Verification of Mentoring record, Teachers Diary and Register for the month of October	Academics
On	10	Fourth Core committee Meeting	IQAC
By	15-30	Calls to students, House visit of students, Visit to Tuition Centres	All departments
On	17	Staff Meeting	Staff Secretary
DECEMBER			
Between	1-25	Calls to students, House visit of students, Visit to Tuition Centres, visit to parish/ church/priests	All Departments
Between	08-12	Final Review Meet	IQAC
By	10	Collection of Placement Data from last passed Batch	All Department
By	15	Submission of Dossiers of odd Semester	All Department, Cell, Club
By	15	Add on course proposals (for April- June)	Academics
By	20	Submission of list of Library Books and journals	All Departments
By	20	Submission of New Course Proposal	Academics

Schedule		Event	Organiser
MARCH			
On	06	Fifth Core committee Meeting	IQAC
Between	16-30	Calls to students, House visit of students, door to door campaign	All Departments
On	27-Mar	Staff Meeting	Staff Secretary
By	31-Mar	Anti Ragging Compliance form Submission	Anti Ragging
By	31-Mar	Students Feedback	IQAC
By	31-Mar	Door to Door Admission Campaign <i>(house visits, tuition centres, consultants, wall paintings, distribution of pamphlets etc)</i>	Admission Cell
APRIL			
On	10-Apr	Hostel Committee Meeting	IQAC
On	11-Apr	Sixth Core Committee Meeting	IQAC
By	15-Apr	Exit form Survey	IQAC
Between	15Apr-15 May	Short term Courses	All departments
On	30-Apr	Staff Meeting	Staff Secretary
By	30-Apr	Curriculum Feedback	Academics
By	30-Apr	Submission of Dossiers	All Departments, Cells and Clubs
MAY			
By	10-May	Updation of Placement Data from last passed Batch	All Departments
On	16-May	IQAC Meeting (external)	IQAC
Between	25-30	Final Review Meet	IQAC
By	31-May	Add on/certificate Courses proposal for next Session	HODs
By	31-May	Finalisation of Next year Calendar Updating the upcoming academic calendar	IQAC
JUNE			
On	1-30	Summer Camp	All departments
By	15	Annual Report	IQAC
By	15-Jun	Sending University Report of feedback on curriculum	IQAC
By	25	Alumni Feedback	Placement
By	25	Employee Feedback	Placement
By	30-Jun	Publication of Edited Book with ISBN based on national Seminar	Research Cell

NOTES

1	No. of Academic Days in odd Semester including exam days	70
2	No of Academic Days in even Semester including exam days	60
3	Teaching learning process must include experiential learning techniques including flip class rooms, quizzes, assignments, peer tutoring, practical sessions (wherever applicable), group discussions, debates etc, maintaining record of the same is must by subject teacher in weekly lesson plan report	At least 10 lectures
4	No. ICT based Lectures	At least 30% of the curriculum
5	E-content	5 Videos of each subject for most important topics
6	Submission of weekly Lesson plan (date wise)	On every Saturday in class groups and official groups
7	Submission of monthly status report	First week of the following month
8	Review and updatation of Website, Social Media	Every Month End
10	Activity other than mentioned in the planner will be allowed to be conduct only with due permission of the management	

TRINITY COLLEGE, JALANDHAR
WE SHARE THE RESPONSIBILITIES 2025-26

I. Administrative Body		
1	Director	Rev. Fr. Peter Kavumpuram
2	Assistant Director	Rev. Fr. Antony Joseph
3	Principal	Dr. Ajay Prashar
4	Coordinator Office & Admission Cell	Rev. Sr. Rita Maria
5	Counselor	Rev. Sr. Preema
6	Staff Secretary	Rev. Sr. Elseena
II. College Development Committee		
A. IQAC		
1	Chairperson	Dr. Neetu Khanna
2	Coordinator	Lt. Navodita Bammi
B. CORE COMMITTEES		
i. ACADEMICS		
1	Chairperson	Dr. Ajay Prashar
2	Coordinator	Dr. Neetu Khanna
3	Member	HODs
ii. RESEARCH AND INNOVATION		
1	Chairperson	Dr. Monika,
2	Coordinator	Asst. Prof. Jessy
iii. ADMISSION		
1	Chairperson	Asst. Prof. Simpi
2	Coordinator	Asst. Prof. Nandita
iv. STUDENT WELFARE		
1	Chairperson	Asst. Prof. Nidhi
2	Coordinator	Asst. Prof. Rajinder
v. EXTENSION (Outside Campus) And SUSTAINABILITY (Inside Campus)		
1	Chairperson	Lt. Navodita Bammi
2	Coordinator	Asst. Prof. Karanvir
vi. SPORTS		
1	Chairperson	Asst. Prof. Karanvir
2	Coordinator	Ms. Sanya

vii. CULTURAL		
1	Chairperson	Rev. Sr Gloria
2	Coordinator	Asst. Prof. Jaswinder
viii. PLACEMENT		
1	Chairperson	Asst. Prof. Anju
2	Coordinator	Asst. Prof. Nishu
ix. STAFF WELFARE		
1	Chairperson	Sr. Elseena
2	Coordinator	Asst. Prof. Satwant
x. INFRASTRUCTURE UPKEEP ,UPGRADATION AND RESOURCE MOBILISATION		
1	Chairperson	Rev. Sr. Rita
2	Coordinator	Mrs. Shilpa
xi. SR. SECONDARY WING		
1	Chairperson	Mrs Samriti
2	Coordinator	Ms. Rupinder
III. Head of the Departments		
1	Department of Commerce	Dr. Inderpreet HOD
		Asst Prof. Manpreet Kaur, Coordinator
2	Department of Sciences	Dr. Kapil Jairath, HOD
		Asst Prof. Minakshi, Coordinator
3	Faculty of Arts	Rev. Sr Elseena HOD
		Asst Prof. Tanya, Coordinator
4	Department of Computer Sciences	Asst. Prof. Jessy Jullian, HOD
		Asst Prof. Jaswinder, Coordinator
5	Department of Cosmetology	Asst. Prof. Jaskaran, HOD
		Mr. Rajnish, Coordinator
IV. CELLS/CLUBS		
1	College Cabinet	Mrs Nidhi
2	NCC	Lt Navodita
3	NSS, Green Club and Red Ribbon	Mr Karanvir
4	Gender Equity , ICC	Dr Rekha
5	Anti Ragging	Mrs Rajjinder
6	Electoral Literacy	Ms. Namita
7	Discipline	Mr. Ramandeep

8	Staff Secretary	Sr Elseena
9	Student Grievance	Mrs Nidhi
10	Madad-e Kharach	Ms. Tanya
11	Scholarships	Ms Samriti
12	SC/BC and minority Cell and Nodal Officer	Dr Malkitat
13	Group Mentoring	Dr Inderpreet
14	Alumni	Ms Anju
15	MOU	Dr. Kapil
16	Blooming Buds	Mrs Samriti
17	IIC and EDC	Ms. Nishu
18	IPR	Mrs Jessy
19	5s	Mrs Jessy
20	Print Media	Mr Ashok
21	Social Media and Website	Asst. Prof Simpy
22	Certificate courses , Drug Abuse and EVS	Dr Monica
23	PTM	Ms Jyoti
24	Research Journal	Principal
25	College Magazine	Ms. Prabhjot
26	Canteen Committee	Ms. Satwant
		Ms. Ankita
27	Hostel Committee	Director TGI (Chairperson) Boys Hostel Incharge Girls Hostel Incharge Office Administrator Boys Hostel Warden Girl Hostel Warden 3 Girl Students Representatives from Girls Hostel to be selected from hostel residents of each Class 3 Boy Students Representatives from Boys Hostel to be selected from hostel residents of each Class Female Teacher Representative Male Teacher Representative
28	College Clubs	Applied Arts: Mr. Rajnish
		Performing Arts: Ms Manpreet
		Theater: Ms Jaswinder
		Literary: Tanya
		Sports: Mr. Karanvir
29	Examinations	Mr. Ashok Kumar

TRINITY COLLEGE, JALANDHAR
WE SHARE THE RESPONSIBILITIES 2025-26

TGI Events		
1	Induction	Academics
2	Inaugural Prayer Service	Department of Computer Science
3	Fresher's Day, and Independence Day Celebration	NCC and NSS ((Ek Bharat Shrestha Bharat)
4	Teachers Day Celebration	College Cabinet
5	Diwali Celebration	TIMT
6	Gurpurav Celebrations	Faculty of Arts
7	Convocation	IQAC
8	Christmas	Dept of Science and Dept of Cosmetology
9	Lohri	Cultural
10	Republic Day	TIMT (Ek Bharat Shrestha Bharat)
11	Prayer Service of Trinity College	Department of Commerce
12	Farewell	College Cabinet
13	Silver Jubilee	IQAC



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