

## Veena Memorial College of Education

Village- Padewa, Post- Rampur Dhawai, District- Karauli (Rajasthan) 322241

Tele/Fax: 07464- 221999 Mobile: 9928054004, 9928054009

Mail: [vmcekarauli@gmail.com](mailto:vmcekarauli@gmail.com) Website: [www.vmcekarauli.org](http://www.vmcekarauli.org)

Governed By:  
Veena Memorial  
SSEEWA Society,  
Karauli (RAJ)

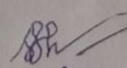
S. No. :

Date:

### Action Taken Report IQAC 1<sup>st</sup> Meeting 10/07/2017

As on: 30 June 2018

S. No	Agenda	Decision	Action Taken
1	Previous Meeting Approval	<ul style="list-style-type: none"><li>Minutes of the previous IQAC meeting are approved</li></ul>	Verified
2	Setting up Planning committee for new session	<ul style="list-style-type: none"><li>Admission committee to be framed to ensure smooth and effective progress of the admission process and to verify the previous prospectus.</li><li>Academic Committee has to prepare academic calendar and action plan of the session 2017-18 and plan for orientation programme</li></ul>	Done
3	Website Updation	<ul style="list-style-type: none"><li>Website should be updated to provide all the essential information's of the college and all the particulars regarding the institute.</li><li>Academic Calendar and action plan of session 2017-18 should be updated</li></ul>	Done
4	Regarding AQAR	<ul style="list-style-type: none"><li>IQAC members have to collect data from different committees and prepare AQAR</li></ul>	Done
5	Regarding Orientation Programme	<ul style="list-style-type: none"><li>An orientation Programme for Students should be organise in the second week of September to enhance the confidence of new admitted students and help them to adapt to the Institution environment</li></ul>	Done

  
Principal

Veena Memorial College of Education  
Padewa, Distt. Karauli-322241 (Raj.)