

IQAC Minutes of the Meeting Date : 10/07/2017

The Meeting of IQAC Was held on 10/07/2017 at 02.00 PM in conference hall

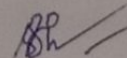
The following members were present:-

S.No.	Designation	Name of Person
1	Chairperson	Dr. Sunil Sharma
2	Coordinator	Mr. Chhailbihari Sharma
3	Teacher's Representative	Dr. Vivek Mishra
4		Mr. Vishnu Kumar Sharma
5		Mr. Manendra Kumar Lahakodia
6		Mr. Ramkishan Pal
7		Mr. Jagdish Prasad Sharma
8		Mr. Jai Singh Jatav
9		Management Nominee
10	Administrative officer	Mr. B.L Bombaya
11	Local Society Representative	Mr. Hemendra Kumar
12	Industrialist	Mr. Jamuna Lal Mali
13	Student Nominee	Miss Aishwarya Sharma

Chairperson Dr. Sunil Sharma welcomed to all the members of IQAC

The coordinator read out the minutes of the previous IQAC meeting held on 13/04/2017

The minutes of the previous meeting held on 13/04/2017 were confirmed



Principal

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

The agenda was discussed one by one:-

Agenda – 1: Previous Meeting Approval

- Minutes of the previous IQAC meeting are approved

Agenda -2: Setting up Planning committee for new session.

- Admission committee to be framed to ensure smooth and effective progress of the admission process and to verify the previous prospectus.
- Academic Committee has to prepare academic calendar and action plan of the session 2017-18 and plan for orientation programme.

Agenda -3: Website Updation.

- Website should be updated to provide all the essential information's of the college and all the particulars regarding the institute.
- Academic Calendar and action plan of session2017-18 should be updated.

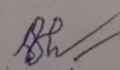
Agenda -4: Regarding AQAR.

- IQAC members have to collect data from different committees and prepare AQAR.

Agenda -5: Regarding Orientation Programme.

- 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

The meeting ended with a vote of thanks to the chair.


Principal

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