

IQAC Minutes of the Meeting Date : 12/10/2020


The Meeting of IQAC Was held on 12/10/2020 at 2.00 PM in conference hall

The following members were present:-

S.No.	Designation	Name of Person
1	Chairperson	Dr. Sunil Sharma
2	Coordinator	Mr. Jagdish Prasad Sharma
3	Teacher's Representative	Dr. Vivek Mishra
4		Mr. Vishnu Kumar Sharma
5		Mr. Manendra Kumar Lahakodia
6		Miss. Radha Kashyap
7		Mr. Jai Singh Jatav
8		Management Nominee
9	Administrative officer	Mr. Suresh Chand Sharma
10	Local Society Representative	Mr. Hemendra Kumar
11	Industrialist	Mr. Ramkumar Singh
12	Alumni Nominee	Mr. Sachin 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 15/07/2020 the minutes of the previous meeting 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 2020-21 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 session2020-21 should be updated.

Agenda -4: Regarding online Teaching Learning and Assessment

- Proper monitoring should be there on online Teaching Learning. Innovative teaching-learning techniques should be use for slow learner and proper assessment techniques like demonstration, projects, debate should be used.

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



Principal

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