

## Internal Quality Assurance Cell

### Vardhaman College, Bijnor

Meeting : 05 (02<sup>nd</sup> Nov., 2018)  
Venue : NRC  
Time : 2.45 P.M.  
Agenda : (i) Compilation of reports.  
(ii) Discussion about follow up strategy regarding AQAR.

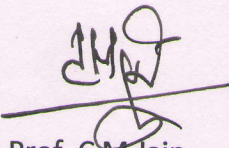
### MINUTES

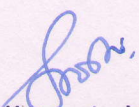
- 1) The departmental heads, committees' in-charge and office head should be motivated so that they could submit their reports as early as possible (By 25 Nov., 2018).
- 2) The following teachers should collect & submit reports from their allotted departments  
Dr. S.K. Agarwal – English, Hindi, Economics and Sanskrit department  
Dr. Reshu Sharma – Pol. Science, History, Sociology and Economics dept  
Dr. Sanjay Tyagi – Office and Library  
Mr. R.K. Verma – Office  
Dr. Nida Khan – B.Ed. and Geography department  
Dr. Dharmendra Yadav – Mathematics and Statistics department  
Dr. Mukesh Kumar – Chemistry department  
Dr. Maneesh Gupta – Physics and Botany department  
Dr. Juhie Agarwal – Zoology and Comp. Science department  
Dr. Divya Jain – Commerce and Sports department
- 3) The concerned co-ordinators from the different departments should give their reports to the IQAC members. The IQAC members will collect reports from their respective departments.
- 4) Dr. Dharmendra Yadav and Dr. Manish Gupta will process raw data for the compilation of AQAR report and final shape will be given by Dr. S.K. Agarwal.

The Meeting was attended by the following members

1. Dr. S.K. Joshi (Co-ordinator)
2. Dr. S.K. Agarwal
3. Dr. Mukesh Kumar
4. Dr. Divya Jain
5. Dr. Dharmendra Yadav
6. Ms. Sanjay Tyagi
7. Dr. Maneesh Kumar Gupta
8. Dr. Juhie Agarwal
9. Dr. Nida Khan
10. Mr. R.K. Verma

Dr. Nida Khan  
Recording Secretary  
Member, IQAC

  
Prof. C M Jain  
Chairperson, IQAC

  
Dr. Sunil Kumar Joshi  
Coordinator, I Q A C,