

Internal Quality Assurance Cell

Vardhaman College, Bijnor

Meeting : 07 (18th Dec., 2018)
Venue : Principal's Office
Time : 4.00 P.M.
Agenda : Submission of AQAR 2016-17 & 2017-18 (Uploading to website).

Minutes

- 1) IQAC co-ordinator Dr. S.K. Joshi briefed the activities of IQAC of the current session.
- 2) Rough Draft of the AQAR 2016-17, 2017-18 was presented to the principal for his suggestions.
- 3) Parent Teacher meet will be organised soon.
- 4) Few points were also discussed related to data collection from office.
- 5) Requirements for IQAC like computer system and Almirah were informally presented. A computer proficient clerk is also required.
- 6) Previous certificate of accreditation will be collected from office.
- 7) Link from website to be incorporated in AQAR.
- 8) POA to be discussed with Principal sir.
- 9) Feedback mechanism from all stake-holders must be revived ASAP.
- 10) In pt. 1.5, Context of N.S.S. program must be mentioned.
- 11) In 4.6 (iii) "Equipments" will be collected through E-mail from Management and Dr. Juhie.
- 12) N-list journal to be added in report with details of subscription.
- 13) Database (digital) "SOUL" existing value with training to be filled.

14) By the suggestion of Mr. B.K.Singh Deo (Management Rep.) A separate attendance register to be made, Compliance Report, Next meeting date to be decided in advance.

The Meeting was attended by the following members:-

1. Dr. C.M. Jain (Principal)
2. Dr. S.K. Joshi (Co-ordinator)
3. Mr. B.K. Singh Deo (Management Rep.)
4. Dr. S.K. Agarwal
5. Prof. T.N. Soorya
6. Dr. Sanjay Tyagi (Library Rep.)
7. Dr. Mukesh Kumar
8. Dr. Dharmendra Yadav
9. Dr. Divya Jain
10. Dr. Reshu Sharma
11. Dr. Maneesh Gupta
12. Dr. Juhie Agarwal
13. Dr. Nida Khan
14. Mr. R.K. Verma (Office Rep.)

Dr. Reshu Sharma
Recording Secretary
Member, IQAC

Prof. C M Jain
Chairperson, IQAC

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