

IQAC
VARDHAMAN COLLEGE, BIJNOR
SESSION 2020-21

Meeting No : 01
Venue : Principal's Office
Date : 03rd Nov. 2020 (03.11.2020)
Time : 2.00 P.M.
Agenda : Workshop/orientation of Teaching and Teachers for online
Education

MINUTES OF THE MEETING (MOM)

1. IQAC Co-ordinator Dr. S.K. Joshi summarised the importance of why and 'how' of online education.
2. Workshop proposed under aegis of IQAC for orientation of teachers to impart quality in online teaching.
3. During the discussion on "LMS" and other learning platforms "Zoom" and "Google meet" emerged as the most likely and preferred mode.
4. Very comprehensive and descriptive discussion on "G suite".
5. Possibility of You-Tube live streaming for more number of students was also explored.
6. Whatever learning platform we use, it must be student friendly because students face IT issues.
7. You tube link must be shared to students, How to link Google meet with you Tube must be clearly communicated to participants in workshop.
8. Pre workshop briefing about the workshop will be done to make a proper base for understanding.
9. "How the students will be connected through whatsapp ?" was the question raised by IQAC members. For its solution office assistant, Mr. Nitin Bhardwaj was asked to sort students according to subjects taken.
10. Separate groups for boys and girls on whatsapp were suggested to ensure the privacy of phone numbers.
11. In B.A., since number of students is 720, subject wise groups for girls and Boys could be made. While in Science faculty ZBC group will be made distinctively for boys and girls and teachers will be the group admins.
12. Next important point discussed was how to practically implement the classes after the workshop and formation of whatsapp group.

For this, analysis of the existing resources like number of smart boards, projectors was done.

The main issue was regarding time-table distribution in arts faculty as student has 04 different subject combinations.

Gen Eng / Gen Hindi

Lit. Eng, Lit. Hindi, Pol. Sci., Education, History, Geography, Economics, Sanskrit, sociology

1 2 3 4 5 6 7 8 9

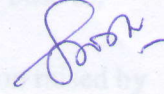
13. Date of the workshop will be decided at the earliest keeping in mind the availability of the resource persons.
14. It is much suggested that since the workshop will be on "Google Meet", it must be delivered using the same platform.
15. It is also expected of the resource person to cater to the needs of the Arts/Science/ Commerce/ Teacher Education faculty.
16. For all the whatsapp groups for students and faculty, Principal sir should be the admin so as to ensure quality checks.
17. Every Press note (one copy) should be given to website committee for uploading.

The meeting was presided over by the Principal of the college Prof. C.M. Jain and attended by following members.

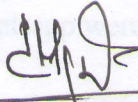
1. Dr. C.M. Jain (Principal)
2. Dr. S.K. Joshi (Co-ordinator IQAC)
3. Dr. S.K. Agarwal (Member IQAC)
4. Dr. Mukesh Kumar (Member IQAC)
5. Dr. Dharmendra Yadav (Member IQAC)
6. Dr. Reshu Sharma (Member IQAC)
7. Dr. Juhie Agarwal (Member IQAC)
8. Dr. Divya Jain (Member IQAC)
9. Dr. Maneesh Kumar Gupta (Member IQAC)
10. Dr. Nida Khan (Member IQAC)
11. Mr. Sunil Pawar (Member IQAC)



Dr. Reshu Sharma
Recording Secretary
Member, IQAC



Dr. Sunil Kumar Joshi
Coordinator, IQAC



Prof. C M Jain
Chairperson, IQAC