

Minutes of the Meeting

The first formal meeting of the session 2019-20 was held on July 22, 2019 at 12:00 noon in the office of the Principal with the following agenda:

1. Assessing the progress of NAAC data.
2. Discussion & feedback on compiled data and information by the committees.

The following members were present in the meeting.

1. Dr. Navendu Sharma
2. Dr. Bhagwati Charan
3. Mr. Dharmender Mehta
4. Mr. Pradeep Thakur
5. Er. Deepak Negi
6. Mrs. Poonam Sharma
7. Sh. G.R. Bhardwaj

The proceeding of the meeting was as follows:

1. The coordinator of IOAC, Dr. Bhagwati Charan apprised all the members with the progress made by various committees in their respective criteria.
2. It was decided in the meeting that undue delay has been made in the process due to some or the other reasons. But we should complete the process in the current academic session.
3. The IOAC member should go through the complete process or guidelines and guide the committees accordingly.

4. All the committees of various criterion should work in coordination with IQAC. The documents of the relevant templates should be procured from the staff members

5. The chairperson Dr. Navendu Sharma suggested that IQAC members should make weekly or monthly action plan and at the expiry of the given time meeting can be conducted to take compliance from the conveners of the committees.

6. The meeting concluded with the vote of thanks proposed by the coordinator.

Minutes Recorded by
Dr. Bhagwati Charan
Coordinator IQAC

Minutes approved by
Dr. Navendu Sharma
Chairperson IQAC
R.K.M.V., Shimla


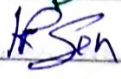
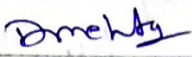
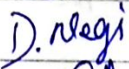
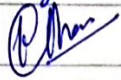

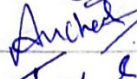

2019-20

Meeting of IQAC was held in the Principal's office on 9th December, 2019

Agenda:

1. TO discuss functioning of IQAC with newly formed committees.
2. Discuss issues related to API and NAAC.

The following members were present in the meeting:

1. Dr. Navendu Sharma 
2. Dr. Kuldeep Sen 
3. Mr. Dharmender Mehta 
4. Mr. Deepak Negi 
5. Mrs. Poonam Sharma 
6. Sh. G. R. Bhardwaj 
7. Mr. CSEA President 
8. MC Councillor 
- 9.

The proceedings of the meeting was as follows:

1. As per the office order of the college dated 18-11-2019 the committee including coordinator is reconstituted. The same has been done keeping in view the NAAC activities. The coordinator Dr. Kuldeep Sen is requested to speed up the NAAC process. The detail of the same can be discussed with the earlier coordinator to keep continuity in the work.

2. The teaching staff members should improve

their API score by participating in more academic activities. The college should also organise inter-national and national activities which can be collaborated with other institutions / MNCs or other agencies. Collaboration can be academic or financial.

3. College can start its own academic journal biannual where alumnae can be of great help.

4. The institution should organise workshops / lectures to apprise the newly added members with the process of NAAC & procedure how to go about it.

Minutes recorded by:

K Sen



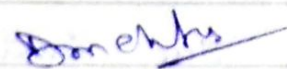
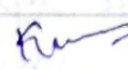
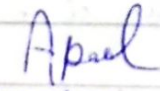
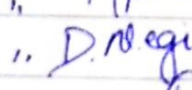
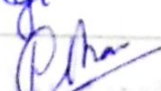

Dr. Kuldeep Sen
Coordinator, IQAC.

Minutes approved by:

Dr. Navendu Sharma
Principal
R.K.M.V. & Sarda
person

Minutes of the meeting of IQAC of RKMV Shimla held on 4th May, 2020 at 11:00 am on Google meet.

Members Present

- 1.) Dr. Navendu Sharma Principal Chairperson. 
- 2.) Dr. Anita Sharma Coordinator 
- 3.) Dharamender Mehta Member 
- 4.) Karan Kumar " 
- 5.) Anind Paul " 
- 6.) Deepak Negi " 
- 7.) Poonam Sharma " 
- 8.) Tanuja Chaudhary MC Councillor
- 9.) President Alumni Association. 

Agenda Item No. 1

- (i) opening remarks by Principal
- (ii) To approve the minutes of IQAC meeting held on 15th Dec, 2019.

Minutes

- i) Dr. Anita Sharma welcomed all the members & requested principal to give opening remarks. Dr. Navendu after formal welcome directed the IQAC to keep in touch with all the Committees through on-line mode. She further requested the members of IQAC

that whatever is possible online committees can continue with work. Office staff can also coordinate to facilitate the work of NAAC.

Agenda II

(i) To discuss changed guidelines of the NAAC December 2019.

Minutes: IQAC should thoroughly go through the changed guidelines of the NAAC. During lockdown & work. The changed guideline if need is felt & covid protocol allows, members of the committee can be asked to come to the college for the detailed discussion.

Agenda III: online Mode

- (i) Faculty Preparedness.
- (ii) Infrastructure - IT Services
- (iii) Mid-term test & Internal assessment.

Minutes:

(i) All the members of the staff can continue teaching online mode. The computer science department can take lead to help teachers with new applications. Students in the remote area can be contacted through whatsapp, so that audios & videos can be shared on whatsapp groups.

(ii) The time table which was there for offline classes will also be applicable for online classes.

(iii) On-line mid-term test should be conducted especially for those students who are living in remote areas. They shouldn't be encouraged to ~~come~~ attend college.

Concluding Remarks:

- (i) The co-ordinator thanked all the members of the cell for their valuable suggestions.
- (ii) The agenda having been discussed the members expressed their consensus & approved the plans & activities.

Note of thanks:

The meeting concluded with vote of thanks by Dr. Anita Sharma Co-ordinator IQAC.

Principal
R.K.M. Vashishtha
Chile