

## RKMV—MULTIVERSE

### **Lecture Series-5**

One-day workshop was organized by IQAC-RKMV in collaboration with Shoolini University on **"How to Write a Scientific Research Paper"** on **8<sup>th</sup> May 2024**. The keynote speaker for the workshop was Dr. Vihang Vivek Ghalsasi, Assistant Professor (Biotechnology) at Shoolini University. The Workshop had four technical sessions: **Power of Storytelling, IMRaD format of the research paper- Part 1, IMRaD format of the research paper- Part 2 and Lifecycle of the Research Paper.**

The Workshop incorporated various aspects of writing a research paper including understanding the structure of a scientific paper, identifying suitable journals, writing techniques, and tips for successful publication. The scientific writing of the research paper in its entirety was discussed along with the conducive approaches and methods to be adopted. Discussions followed the technical sessions wherein the queries of the participants were taken up. The interactive event, was attended by the participants from the neighbouring colleges along with the participants from the host college.

The Patron and the Principal of the college Dr. Anurita Saxena, in her address, necessitated the importance of writing research paper, scientifically. In research, she said, we hesitate to unleash our creativity and restrict ourselves due to ignorance of the right scientific approach and methods while writing a research paper.

The Dean of Sciences Dr. Kartik MS Chauhan emphasized on the significance of having scientific research promoting workshops in the near future, as well. The event was hosted by Dr. Rajesh Azad and a vote of thanks was presented by Dr. Bhagwati Charan.

## **RKMV-- MULTIVERSE**

### Lecture Series-4

A One day Workshop under ‘Multiverse Lecture Series,’ was organized by the IQAC Cell of RKMV on 25<sup>th</sup> April 2024. The Chief Guest of the event was the principal of college, Dr Anurita Saxena. The Workshop pertained to inculcation and grooming of values, skills, ethics, knowledge and personality development not only in the students but also in the teachers, as endorsed strongly in National Education Policy (NEP), 2020. The Workshop also covered features as proposed by H.P. University, Shimla of NEP, 2020 and Curriculum Framework comprehensively.

The Workshop had two technical sessions. Dr. I.D. Sharma, Associate Professor, Public Administration, was the speaker of the first technical session. Dr Sharma through his topic ‘The 7-habits of Highly Effective People’ based on Stephen R. Covey’s book, concentrated on the core values of NEP, as well. Being proactive, having integrity, developing empathetic listening, synergizing differences, and becoming spiritualistic instead of ritualistic, are the components worth imbibing. He said that the educators imbibing these values can effectively adapt themselves to the ever evolving social, political, economic and cultural changes in the society, as well as to the innovation and transformation in education. These educators would greatly contribute towards the holistic development of the students, nurturing them to effortlessly fulfill their professional requirements and at the same time be a complete human being willingly accepting their social responsibility.

The Resource Person of the second technical session was the Coordinator of IQAC, Dr Madan L. Mankotia. The topic of his lecture was ‘Preparedness for NEP, 2020.’ Dr Mankotia initiated his lecture by dwelling in length on the striking features of NEP which includes Three Year Degree Programme versus Four Year Degree Programme, Multiple Entry and Exit, Academic Bank of Credits, Multidisciplinarity, Interdisciplinarity, Courses /Projects/Internship/Community Engagement on various cross-cutting issues of present time. He also discussed in detail about the minimum credit requirement to award degree in each category of courses as laid down in UGC framework and H.P. University Course Curriculum Framework. The interactive technical session had participants raising various queries and the Resource Person addressing and dispelling their doubts with great enthusiasm.

The Principal, Dr Anurita Saxena, heartily agreed to the concept of developing good habits and urged to proactively pursue discipline and exercise for a good mental health, ultimately leading to a good and healthy society. She stated that it is quite difficult to cultivate these habits in oneself, but very easy to give up, so one should choose wisely. She also appreciated the initiatives of IQAC to provide lucid insight into NEP, 2020.

Apart from the technical sessions, the Workshop had Training-cum-Activity sessions wherein groups were divided and exercises for self-reflection and contemplation were conducted. All the Heads of Departments were also asked to devise curriculum framework of their respective discipline and same to be submitted to the IQAC within two days, which will be further forwarded to the Board of Studies of HP University for further necessary action through the Principal of RKMV. These exercises also comprised of skill assessment for the participants. Feedback was also taken so as to organize fruitful and productive Workshops/Training/Lectures in the near future as well.

The event concluded with a vote of thanks by the Convenor of IQAC, also the compere of the Workshop, Ms Geeta Sharma.

## A REPORT ON TRAINING PROGRAMME

**Dated:** 30<sup>th</sup> June, 2023

A one day IQAC Training Programme on Admission Process: Extension & Simplification for the session 2023-2024 was held in the college on 30<sup>th</sup> June 2023. Dr M L Mankotia, the coordinator of IQAC committee, initiated the programme by welcoming the chief guest and staff of the college. He also introduced the aims and objectives of the training programme. The chief guest of the programme was the Principal of the college Dr Ruchi Ramesh.

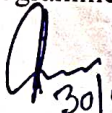
Ms Priyanka Bali from High Alt Education introduced working of Admission software to the staff (Teaching and Accounts Staff) of the college in detail. Apart from the basic and standard details that were already present in the Admission software she brought forth the additional features that have been added to the software in the current session for the convenience of the users. Few updated features are

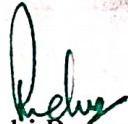
1. Sibling Request Verification allows fee concession to one of the sibling.
2. The provision of Teachers' Audit is also provided to keep account of the applications verified and rejected by the teachers individually.
3. The provision for names of the students to be struck off and dropped off is also provided. The software will also help in the dispensation of fee refund easily.
4. The students' promotion and demotion can be managed easily through the software.
5. The course of the students can be easily modified by the concerned teachers.
6. Change of students' subject group is also provided in case the need for change is urged by the student.
7. At the closure of Admission process a student can seek admission through special permission from her particular email id (under exceptional circumstances).
8. Provision for maintenance and modification of contact details of students (especially those of final year) which is required by the Employment Exchange is made thereof.

Some additional details were also referred to by Ms Bali such as Students' have the option to choose SEC in their second year and the students whose names are struck off can seek readmission thrice.

After the demonstration session, queries and doubts of the teachers were taken up and satisfactorily addressed.

Seventy members from teaching and non-teaching staff attended the training session. The programme ended with the vote of thanks to the chair.

  
30/06/23.  
Coordinator  
IQAC  
RKMV Shimla

  
(Dr Ruchi Ramesh)  
Principal  
RKMV Shimla

## MULTIVERSE LECTURE SERIES BY IQAC

IQAC initiated Multiverse Lecture Series from 23rd February 2024 to promote research and other academic pursuits in the college. The plenary session was attended by the entire staff with the principal Dr Anurita Saxena as the chief guest of the event accompanied by the Dean Student Welfare Dr Anjali Chauhan.

The coordinator IQAC Dr Madan Manjotia made a presentation on NAAC Criteria which was the first lecture of the 'Multiverse Lecture Series'. The principal Dr Anurita Saxena elaborated upon the concept of 'Multiverse' whereby all the initiatives, accomplishments, students' research, teacher excellence would all fall under one umbrella.

Dr Manjotia's topic of presentation was 'Understanding NAAC Accreditation with Reference to Our Grade'. Stressing on quality as an integral part of the functioning of higher education he suggested ways for improving the points.

1. 32 Key Indicators of 93 Matrices were highlighted.
2. Remedial steps in Resource Mobilization especially for research, <sup>award</sup> recognition, publication, student progression, infrastructure, library,

curriculum planning etc was suggested.

3. Each criterion was addressed individually and suggestions/queries were taken up criterion wise and ways were suggested to make the things more favourable by giving them a suitable direction.

Lecture on NAAC Dated on 23rd February 2024.

Staff List RKMV

Sr.No	Name Sh. Smt.	Subject	Signature	Sr. No	Name	Subject	Signature
1	Ms. Anjali Chauhan	Sociology	[Signature]	36	Dr. Arvind Paul	Geography	[Signature]
2	Dr. Saroj Bhardwaj	Pol. Sc.	[Signature]	37	Ms. Sandhya Kumari	Economics	[Signature]
3	Dr. Pratima Kapoor	Pub. Add	[Signature]	38	Ms. Shradha Shandil	English	[Signature]
4	Dr. Ishwar Dutt Shama	Pub. Add	[Signature]	39	Dr. Nishtha	Computer Application	[Signature]
5	Dr. Madan Lal Mankotia	Geography	[Signature]	40	Dr. Tanendra Devi	Education	[Signature]
6	Ms. Kartik Shree Mritunjaya Chauhan	Zoology	[Signature]	41	Ms. Nisha Kumari	History	[Signature]
7	Dr. Surinder Sharma	Hindi	[Signature]	42	Ms. Hem Lata	History	[Signature]
8	Ms. Sangeeta Jhagta	Hindi	[Signature]	43	Dr. Jyoti Pandey	Home Sc.	[Signature]
9	Dr. Vandna Sharma	Chemistry	[Signature]	44	Sh. Sudhir	JMC	[Signature]
10	Dr. Reva Gupta	English	[Signature]	45	Dr. Bhadar Singh	Painting	[Signature]
11	Dr. Baghwati Charan	Botany	[Signature]	46	Dr. Ishita Chauhan	Psychology	[Signature]
12	Dr. Laxmi	Music(V)	[Signature]	47	Dr. Sushila Devi	Physics	[Signature]
13	Mr. Rajesh Chauhan	Maths	[Signature]	48	Dr. Reenu Devi	Geography	[Signature]
14	Dr. Sandhya Sharma	English	[Signature]	49	Sh. Jaya Nand	Applied Arts	[Signature]
15	Dr. Parveen Bhatia	Music(I)	[Signature]	50	Dr. Preeti Saluja	Chemistry	[Signature]
16	Dr. Laxmi Shindu	Sociology	[Signature]	51	Dr. Kavita Dhiman	Zoology	[Signature]
17	Ms. Geeta Sharma	English	[Signature]	52	Dr. Nisha Chauhan	Hindi	[Signature]
18	Ms. Anita Rani Saroch	Maths	[Signature]	53	Dr. Munish Sharma	Commerce	[Signature]
19	Ms. Usha Sharma	Dance	[Signature]	54	Ms. Harsha Kumari	Commerce	[Signature]
20	Mr. Rajesh Kumar Azad	Zoology	[Signature]	55	Sh. Devender Singh	Pol. Science	[Signature]
21	Dr. Kanika Sharma	Chemistry	[Signature]	56	Sh. Srikanth Sharma	Tour & Travel	[Signature]
22	Sh. Pradeep Thakur	Commerce	[Signature]	57	Dr. Santosh Kumar	Hindi	[Signature]
23	Dr. Anjali Sharma	Music(I)	[Signature]	58	Ms. Sheetal Charbathia	Computer Application	[Signature]
24	Sh. Vikrant Gautam	Phy. Education	[Signature]	59	Ms. Indu Chauhan	Botany	[Signature]
25	Dr. Ritu Sharma	English	[Signature]	60	Ms. Anita Kumari	Philosophy	[Signature]
26	Dr. Poonam Verma	English	[Signature]	61	Ms. Preeti Sood	Home Science	[Signature]
27	Dr. Sunita Sharma	Music(V)	[Signature]	62	Dr. Meena Kumari	Environmental Science	[Signature]
28	Dr. Vikrant Thakur	Economics	[Signature]	63	Ms. Deepali Gupta	Chemistry	[Signature]
29	Ms. Shivani Sood	Commerce	[Signature]	64	Ms. Nivedita Chauhan	Economics	[Signature]
30	Ms. Upma Sharma	English	[Signature]	65	Kumari Muskan	Music(V)	[Signature]
31	Dr. Anjula	Maths	[Signature]	66	Dr. Anuradha Kapil	Chemistry	[Signature]
32	Ms. Reeta Devi	Commerce	[Signature]	67	Smt. Poonam Bhardwaj	Librarian	[Signature]
33	Dr. Mohan Sharma	Sanskrit	[Signature]	68	Rohit Kumar	BCA	[Signature]
34	Dr. Vipin	Pol. Science	[Signature]		Nehe Sawant	BCA	[Signature]
35	Mr. Pradeep Malhotra	Physics	Study Leave		Dr. Poonam	Microbiology & Biotech	[Signature]
	अमित शर्मा	जैव प्रौद्योगिकी	[Signature]		Anita	BCA	[Signature]
					Kanika	BCA	[Signature]

Dr. Kiran  
Dr. Ambikasharma  
Principal  
RKMV Shimla-01

LIST OF STAFF MEMBERS WHO ATTENDED 'MULTIVERSE LECTURE SERIES' BY IQAC

MULTIVERSE PHOTOGRAPHS

Date \_\_\_\_\_  
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Date \_\_\_\_\_  
Page \_\_\_\_\_

LECTURE SERIES- 2 Date: 07/03/24

Name Sh. Smt.	Subject	Signature	Sr. No	Name	Subject	Signature
Ms. Anjali Chauhan	Sociology		36	Dr. Arvind Paul	Geography	
Dr. Saroj Bhardwaj	Pol. Sc.		37	Ms. Sandhya Kumari	Economics	
Dr. Pratima Kapoor	Pub. Add		38	Ms. Shradha Shandil	English	
Dr. Ishwar Dutt Shama	Pub. Add		39	Dr. Nishtha	Computer Application	
Dr. Madan Lal Mankotia	Geography		40	Dr. Tanendra Devi	Education	
Ms. Kartik Shree Mritunjaya Chauhan	Zoology		41	Ms. Nisha Kumari	History	
Dr. Surinder Sharma	Hindi		42	Ms. Hem Lata	History	
Ms. Sangeeta Jhagta	Hindi		43	Dr. Jyoti Pandey	Home Sc.	
Dr. Vandna Sharma	Chemistry		44	Sh. Sudhir	JMC	
Dr. Reva Gupta	English		45	Dr. Bhadarsingh	Painting	
Dr. Baghwati Charan	Botany		46	Dr. Ishita Chauhan	Psychology	
Dr. Laxmi	Music(V)		47	Dr. Sushila Devi	Physics	
Mr. Rajesh Chauhan	Maths		48	Dr. Reenu Devi	Geography	
Dr. Sandhya Sharma	English		49	Sh. Jaya Nand	Applied Arts	
Dr. Parveen Bhatia	Music(I)		50	Dr. Preeti Saluja	Chemistry	
Dr. Laxmi Shindu	Sociology		51	Dr. Kavita Dhiman	Zoology	
Ms. Geeta Sharma	English		52	Dr. Nisha Chauhan	Hindi	
Ms. Anita Rani Saroch	Maths		53	Dr. Munish Sharma	Commerce	
Ms. Usha Sharma	Dance		54	Ms. Harsha Kumari	Commerce	
Mr. Rajesh Kumar Azad	Zoology		55	Sh. Devender Singh	Pol. Science	
Dr. Kanika Sharma	Chemistry		56	Sh. Srikant Sharma	Tour & Travel	
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Ms. Upma Sharma	English		65	Ms.	Economics	



31	Dr. Anjula	Maths			Nivedita Chauhan		
32	Ms. Reeta Devi	Commerce		66.	Kumari Muskan	Economics	
33	Dr. Mohan Sharma	Sanskrit		67	Dr. Anuradha Kapil	Music (V)	
34	Dr. Vipin	Pol. Science		68	Smt. Poonam Bhardwaj	Chemistry	
35	Mr. Pradeep Malhotra	Physics				Librarian	
			Study Leave				

Principal  
RKMV Shimla-01  
(Dr. Anurita Saxena)

RKMV - MULTIVERSE  
LECTURE SERIES - 2

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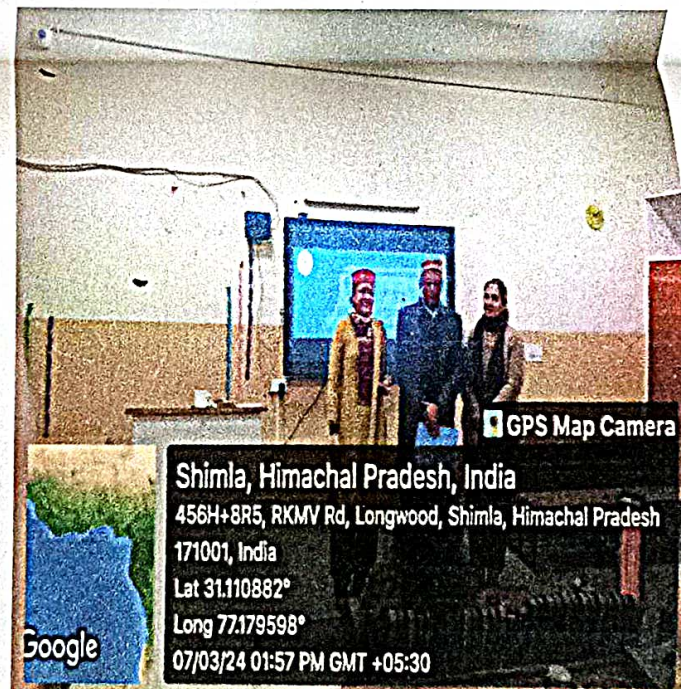
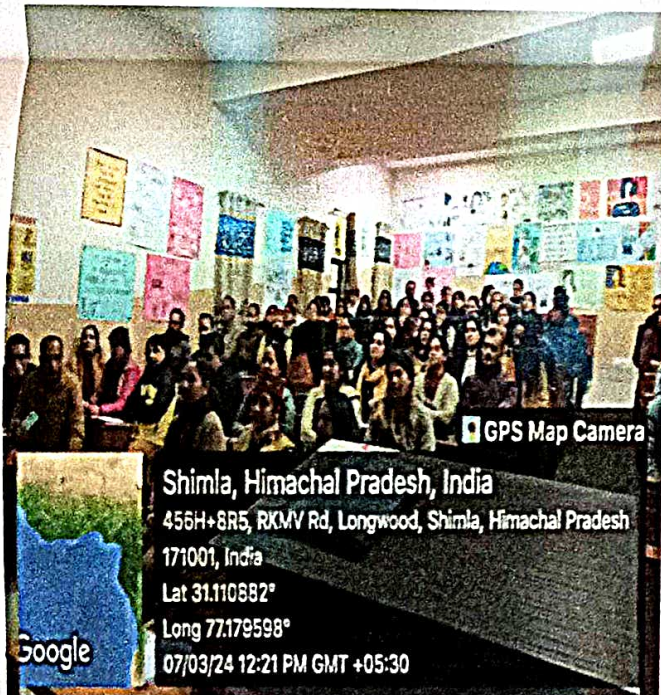
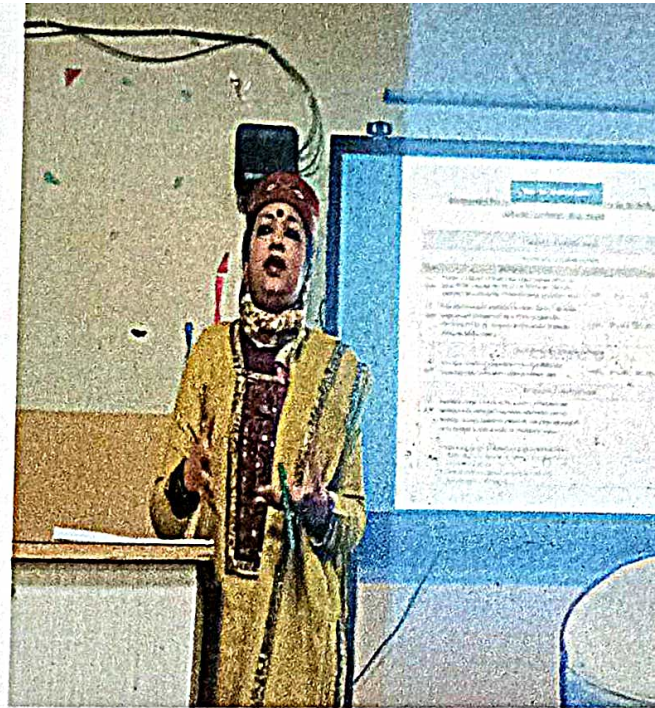
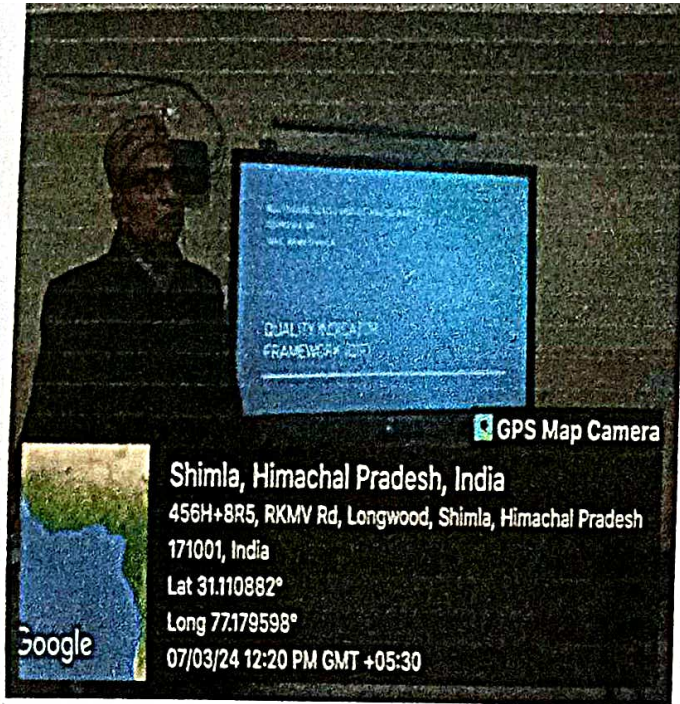
In the 'Multiverse Lecture Series,' the second lecture focusing on the topic "Understanding NAAC," was held on 7<sup>th</sup> March 2024 in the college. The Chief Guest of the event was Dr Anurita Saxena, the principal of the college.

Dr Madan Lal Markotia, the coordinator of IQAC was the Resource Person in the plenary session. While elaborating on the topic 'Understanding NAAC,' he discussed the Quality Indicator Framework' for dispelling the doubts, queries and fallacies regarding the different criterions. He also brought forth various initiatives and strategies, pertaining to each criterion, which can garner more weightage.

For the convenience and better understanding of the staff members, a hard copy of the NAAC Criteria Presentation along with the Quality Indicator Framework (QIF), was distributed by IQAC, the previous day.

Coordinator  
IQAC

Principal  
RKMV, Shimla





**RAJKIYA KANYA MAHAVIDYALAYA**  
**LONGWOOD, SHIMLA**



cordially invites you for

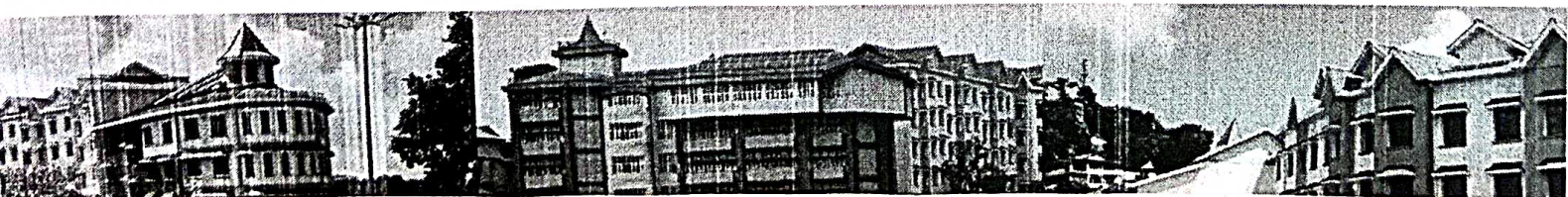
**ONE-DAY WORKSHOP**  
on

**College Preparedness for**  
**NEP-2020**

**Chief Guest**

**Dr. ANURITA SAXENA**  
**Principal, RKMV**

**DATE - 25TH APRIL, 2024**  
**TIME - 10:00 AM TO 5:00 PM IST**  
**VENUE - ROOM NO 12, RKMV, SHIMLA**





# RAJKIYA KANYA MAHAVIDYALAYA LONGWOOD, SHIMLA



## ONE DAY WORKSHOP

### COLLEGE PREPAREDNESS FOR NEP-2020

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#### ABOUT THE WORKSHOP

Education is fundamental for achieving full human potential, developing an equitable society, and promoting national development. Providing universal access to quality education is the key to India's continued ascent, and leadership on the global stage in terms of economic growth, social justice and equality, scientific advancement, national integration, and cultural preservation.

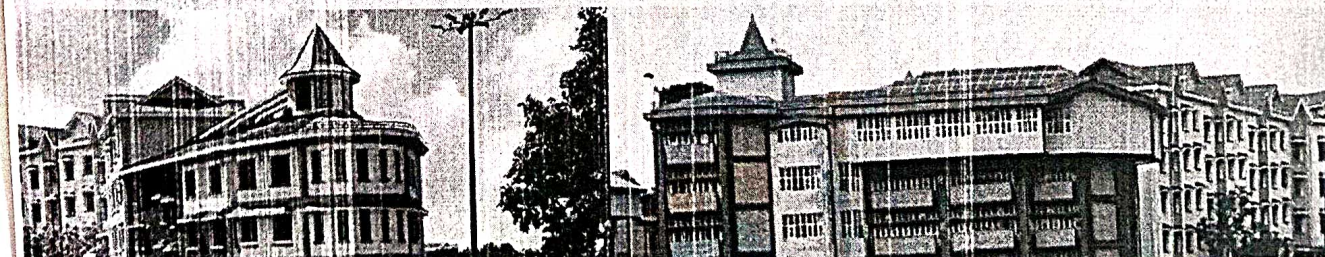
This National Education Policy 2020 (NEP 2020) is framed to address most of the above points.

The prime aim of this workshop is to make aware of the policy and curriculum framework of NEP-2020 that is going to be deployed in Himachal Pradesh University Shimla from the current session.

**PATRON:**  
Dr. Anurita Saxena  
Principal, RKMV, Shimla  
8586082080

**CO-ORDINATOR:**  
Dr. Madan Lal Mankotia  
IQAC  
9418457817

**CONVENOR:**  
Ms. Geeta Sharma  
IQAC  
9418495195



ABOUT THE WORKSHOP



CHIEF & GUEST  
SPEAKERS



CHIEF & Guest  
SPEAKERS

### CHIEF GUEST



**Dr. Anurita Saxena**  
Principal,  
RKMV, Shimla

Date \_\_\_\_\_  
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### SPEAKERS



**Dr. I. D. Sharma**  
Associate Professor in the Department  
of Public Administration, RKMV, Shimla  
Topic : Personal and Professional Development  
: A case of "7-habits of Highly Effective  
People"



**Dr. M.L. Mankotia**  
Associate Professor in the Department  
of Geography, RKMV, Shimla  
Topic : "NEP-2020 : Features and Framework"





RAJKIYA KANYA MAHAVIDYALAYA SHIMLA



ONE-DAY WORKSHOP

On

SUSTAINABILITY IN NATIONAL EDUCATION

POLICY-2020

25<sup>th</sup> April, 2024

Schedule of the programme:

10:00AM-10:20AM	Welcome
10:20AM-10:30AM	Badges Ceremony
10:30AM -10:35AM	Profile of Resource Person-I
10:35AM -11:35AM	Lecture on <b>"7-habits of Highly Effective People"</b> by Dr. I. D. Sharma
11:35AM -11:45AM	Values for Discussion
11:45AM -12:00 Noon	Tea Break
12:00 Noon -12:05 PM	Profile of Resource Person-II
12:05 PM -1:00 PM	Lecture on <b>"Features and Curriculum Framework of NEP-2020"</b> by Dr. M.L. Mankotia
1:00 PM -1:15 PM	Discussion
1:15 PM - 2:00 PM	Lunch
2:00 PM - 4:30 PM	Activity and Interactive Session
4:30 PM - 4:45 PM	Closing Remarks
4:45PM -5:00PM	Vote of Thanks

SCHEDULE OF THE PROGRAMME

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MULTIVERSE 'REPORT'

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## Staff List RKMV

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1	Ms. Anjali Chauhan	Sociology		36	Ms. Sandhya Kumari	Economics	
2	Dr. Saroj Bhardwaj	Pol. Sc.	<i>Saroj</i>	37	Ms. Shradha Shandil	English	<i>Shradha</i>
3	Dr. Pratima Kapoor	Pub. Add	<i>Pratima</i>	38	Dr. Nishtha	Computer Application	<i>Nishtha</i>
4	Dr. Ishwar Dutt Shama	Pub. Add	<i>Ishwar</i>	39	Dr. Tanendra Devi	Education	<i>Tanendra</i>
5	Dr. Madan Lal Mankotia	Geography	<i>Madan</i>	40	Ms. Nisha Kumari	History	<i>Nisha</i>
6	Ms. Kartik Shree Mritunjaya Chauhan	Zoology	<i>Kartik</i>	41	Ms. Hem Lata	History	<i>Hem</i>
7	Dr. Surinder Sharma	Hindi	<i>Surinder</i>	42	Dr. Jyoti Pandey	Home Sc.	<i>Jyoti</i>
8	Ms. Sangeeta Jhagta	Hindi	<i>Sangeeta</i>	43	Sh. Sudhir	JMC	<i>Sudhir</i>
9	Dr. Vandna Sharma	Chemistry		44	Dr. Bhadar Singh	Painting	
10	Dr. Reva Gupta	English		45	Dr. Ishita Chauhan	Psychology	<i>Ishita</i>
11	Dr. Baghwati Charan	Botany	<i>Baghwati</i>	46	Dr. Sushila Devi	Physics	<i>Sushila</i>
12	Dr. Laxmi	Music(V)		47	Dr. Reenu Devi	Geography	<i>Reenu</i>
13	Mr. Rajesh Chauhan	Maths	<i>Rajesh</i>	48	Sh. Jaya Nand	Applied Arts	<i>Jaya</i>
14	Dr. Sandhya Sharma	English	<i>Sandhya</i>	49	Dr. Preeti Saluja	Chemistry	<i>Preeti</i>
15	Dr. Parveen Bhatia	Music(I)	<i>Parveen</i>	50	Dr. Kavita Dhiman	Zoology	<i>Kavita</i>
16	Dr. Laxmi Shindu	Sociology	<i>Laxmi</i>	51	Dr. Nisha Chauhan	Hindi	<i>Nisha</i>
17	Ms. Geeta Sharma	English		52	Dr. Munish Sharma	Commerce	<i>Munish</i>
18	Ms. Anita Rani Saroch	Maths	<i>Anita</i>	53	Ms. Harsha Kumari	Commerce	<i>Harsha</i>
19	Ms. Usha Sharma	Dance	<i>Usha</i>	54	Sh. Devender Singh	Pol. Science	<i>Devender</i>
20	Mr. Rajesh Kumar Azad	Zoology	<i>Rajesh</i>	55	Sh. Srikant Sharma	Tour & Travel	<i>Srikant</i>
21	Dr. Kanika Sharma	Chemistry	<i>Kanika</i>	56	Dr. Santosh Kumar	Hindi	<i>Santosh</i>
22	Sh. Pradeep Thakur	Commerce	<i>Pradeep</i>	57	Ms. Sheetal Chhabthia	Computer Application	<i>Sheetal</i>
23	Dr. Anjali Sharma	Music(I)	<i>Anjali</i>	58	Ms. Indu Chauhan	Botany	<i>Indu</i>
24	Ms. Upma Sharma	English	<i>Upma</i>	59	Ms. Versha Devi	History	<i>Versha</i>
25	Dr. Ritu Sharma	English	<i>Ritu</i>	60	Sh. Jitender Thakur	Phy. Education	<i>Jitender</i>
26	Dr. Poonam Verma	English	<i>Poonam</i>	61	Ms. Anita Kumari	Philosophy	<i>Anita</i>
27	Dr. Sunita Sharma	Music(V)	<i>Sunita</i>	62	Ms. Preeti Sood	Home Science	<i>Preeti</i>
28	Dr. Vikrant Thakur	Economics	<i>Vikrant</i>	63	Dr. Meena Kumari	Environmental Science	<i>Meena</i>
29	Ms. Shivani Sood	Commerce	<i>Shivani</i>	64	Ms. Deepali Gupta	Chemistry	<i>Deepali</i>
30	Dr. Anjula	Maths	<i>Anjula</i>	65	Ms. Nivedita Chauhan	Economics	<i>Nivedita</i>
31	Ms. Reeta Devi	Commerce	<i>Reeta</i>	66	Kumari Muskan	Music(V)	<i>Muskan</i>
32	Dr. Mohan Sharma	Sanskrit	<i>Mohan</i>	67	Dr. Anuradha Kapil	Chemistry	<i>Anuradha</i>
33	Dr. Vipin	Pol. Science	<i>Vipin</i>	68	Smt. Poonam Bhardwaj	Librarian	<i>Poonam</i>
34	Mr. Pradeep Malhotra	Physics	Study Leave				
35	Dr. Arvind Paul	Geography	<i>Arvind</i>				

(Dr. Anurita Saxena)  
Principal  
RKMV Shimla-01






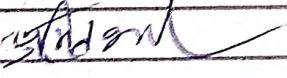

ATTENDANCE LIST

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Date \_\_\_\_\_  
Page \_\_\_\_\_



## Teaching staff of Self-Finance Courses

Sr. No.	Name of Department	Name of Teacher	Signature
1	BCA & PGDCA	Ms. Sonika Thakur	
2		Ms. Anita Mandhotra	
3		Ms. Neha Sawant	
4		Ms. Shruti	
5		Mr. Rohit	
6		Ms. Priyanka Mokta	
1	Microbiology & Biotechnology	Dr. Kiran Bala Sharma	
2		Mr. Amit Sharma	
3		Dr. Poonam Kumari	
4		Dr. Ambika Sharma	

## A Report

A one day **IQAC Training Programme on Admission Process: Extension & Simplification** for the session 2023-2024 was held in the college on 30<sup>th</sup> June 2023. Dr Mankotia, the coordinator of IQAC committee, initiated the programme for the staff members. The chief guest of the programme was the Principal of the college Dr Ruchi Ramesh.

Ms Priyanka Bali from High Alt Education presented the working of Admission software to the staff (Teaching and Accounts Staff) of the college. Apart from the basic and standard details that were already present in the Admission software she brought forth the additional features that have been added to the software in the current session for the convenience of the users. Few updated features are

1. Sibling Request Verification allows PTA concession to one of the sibling.
2. The provision of Teachers' Audit is also provided to keep account of the applications verified and rejected by the teachers individually.
3. The provision for names of the students to be struck off and dropped off is provided. The software will also help in the dispensation of fee refund easily.
4. The students' promotion and demotion can be managed easily through the software.
5. The course of the students can be easily modified by the concerned teacher.
6. Change of students' subject group is also provided in case the need for change is urged by the student.
7. At the closure of Admission process a student can seek admission through special permission from her particular email id (under exceptional circumstances).
8. Provision for maintenance of address details of students (especially those of final year) which is required by the Employment Exchange.

Some additional details were also referred to by Ms Bali such as Students' have the option to choose SEC in their second year and the students whose names are struck off can seek readmission thrice.

After the demonstration session, queries and doubts of the teachers were taken up and satisfactorily addressed.

Coordinator IQAC

Principal  
RKMV, Shimla