

NOTICE

Date : 08.01.2022

A meeting of Internal members of IQAC will be held on 10.01.2022 at 1:00 p.m. in the Principal's office.

Following members are requested to be present:-

1. Dr. Shanta Chatterjee
2. Prof. Sangita Deodiya
3. Prof. Niharika Lal
4. Prof. Poonam Pandey
5. Dr. Garima Upadhyay
6. Dr. Anjulata Singh
7. Dr. Supriya Singh
8. Dr. Nairanjana Srivastava
9. Dr. Annapurna
10. Ms. Bharati Chattopadhyay

As
D. Up
N. Lal
P. Pandey
A. Singh
S. Singh
N. Srivastava
A. Annapurna
B. Chattopadhyay

Upadhyay
Prof. Indu Upadhyay
IQAC Co-ordinator

R. Srivastava
Prof. Rachna Srivastava
Principal

NOTICE

Date : 10.01.2022

A meeting of Internal members of IQAC was held on 10.01.2022 at 1:00 p.m. in the Principal's office.

Following members were present:-

S.no	Name	Signature
1.	Prof. Roshna Srivastava	Rb
2.	Prof. Niharika Lal	N. Lal
3.	Prof. Indu Upadhyay	Upadhyay
4.	Dr. Shanta Chatterjee	Shanta
5.	Prof. Sangita Deodiyaa	Sangita
6.	Prof. Poonam Pandey	Poonam
7.	Dr. Harima Upadhyay	Harima
8.	Dr. Anjulata Singh	Anjulata
9.	Dr. Supriya Singh	Supriya
10.	Dr. Nairanjana Srivastava	Nairanjana
11.	Dr. Annapurna	Annapurna
12.	Ms. Bharati Chatteropadhyay	Bharati

VASANT KANYA MAHAVIDYALAYA
KAMACHHA, VARANASI - 221 010

No: VKM/IQAC/2021-22/M07

Minutes of the meeting of Internal Members of IQAC held on 10.01.2022

A meeting of Internal Members of IQAC was held on 10.01.2022 at 1:00 p.m. in the Principal's office.

Following members were present -

- Prof. Rachna Srivasatava (On Chair) *Rb*
- Prof. Niharika Lal , Co-ordinator, NAAC
- Prof. Indu Upadhyay, Co-ordinator, IQAC *N. Lal
- Upadhyay*
- Dr. Shanta Chatterjee *Sh*
- Prof. Sangita Deodiya
- Prof. Poonam Pandey *Pan*
- Dr. Garima Upadhyay *Gu*
- Dr. Anjulata Singh *As*
- Dr. Supriya Singh *S.S.*
- Dr. Nairanjana Srivastava *N.S.*
- Dr. Annapurna
- Ms. Bharati Chattopadhyay *Bc*

The meeting started with welcoming of members by Prof. Indu Upadhyay, Co-ordinator, IQAC.

- It was decided to hold a meeting in hybrid mode with the external members.
- It was decided to place the Annual Quality Assurance Report 2020-21 before the external members and suggestions to be taken before submission.
- It was also decided to organize a meeting with external members quarterly and internal members of IQAC can meet once in a month (preferably every second Saturday) and criteria wise discussion of Self Study Report may be done.
- It was decided to plan a meeting with teaching and non-teaching staff of the college regarding co-ordination with students, planning of lectures, seminars and class tests and feasibility regarding various classroom activities and teaching methodology.
- It was also decided to hold orientation programmes for teachers on New Teaching Methodology .
- For non-teaching staff of the college, it was decided to organize workshops on office rules, administration, accounts and communication skills.
- Orientation of the students should be done at regular intervals and they should be made aware of the rules and regulations of the institution.

- It was suggested that all the internal committees should hold a meeting once in a month.
- Faculty members should fill Annual Performance Appraisal Report carefully and timely.
- It was decided to start a preparatory course for students preparing for NET and BHU Entrance examination. Functions, objectives of these courses should be framed.

Indu Upadhyay

Prof. Indu Upadhyay
Co-ordinator, IQAC

Rachna Srivastava

Prof. Rachna Srivastava
Principal

- Prof. Niharika Lal , Co-ordinator, NAAC *N. Lal*
- Dr. Shanta Chatterjee *Shanta*
- Prof. Sangita Deodiya *Sangita*
- Prof. Poonam Pandey *Poonam*
- Dr. Garima Upadhyay *Garima*
- Dr. Anjulata Singh *Anjulata Singh*
- Dr. Supriya Singh *Supriya*
- Dr. Nairanjana Srivastava *Nairanjana*
- Dr. Annapurna *Annapurna*
- Ms. Bharati Chattopadhyay *Bharati*

**VASANT KANYA MAHAVIDYALAYA
KAMACHHA, VARANASI – 221 010**

Not VKM/IQAC/2021-22/R07

ACTION TAKEN REPORT

- A meeting of IQAC with external members was scheduled to be held at 3:00 p.m. on 13.01.2022.
- The AQAR for the session 2021-22 was uploaded on NAAC website on 29.03.2022. The same will be uploaded on the college website after approval from NAAC.
- A workshop on Communication Skills and Stress Management will be planned in the month of April for non-teaching staff of the college.
- A proposal for UGC NET Coaching was prepared by Dr. Akhilesh Kumar Rai and Dr. Vijay Kumar, with objectives and fee details.

Proposal for The UGC NET Coaching

1. **Name of the Programme:** Special Teaching Programme for Preparation of UGC NET
2. **Paper offered:** Paper 1- General Paper on Teaching and Research Aptitude
3. **Objectives of the Course:**
 - To provide quality guidance to the students at an affordable cost.
 - To guide students in a manner so that they can clear the test.
 - To explain various concepts of concerned topics for a better understanding by the students.
 - To establish a link between post-graduation courses and competitive exams.
4. **Duration of Course:** 6 Months
5. **Credit:** 4

The whole syllabus is divided into four sub groups. There will be One Class per week for each of the sub-groups. The details of the sub-groups are as follows:-

Sr. No.	Sub group	Total Classes Offered
1.	Teaching and Research Aptitude	24
2.	Data Interpretation: Mathematical and Logical Reasoning	24
3.	Issues of Development and Higher Education	24
4.	Communication: Communication Technology and Comprehension	24
Total		96

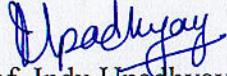
Advantage of the course: The course will be useful in the preparation of general competitive exams such as SSC, Railways, PET and Banking.

6. Course Fee: Rs. 3000/- (Three Thousand Only)

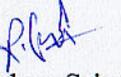
7. Eligibility: Current & former post-graduate students (MA previous and MA final) of different departments of Vasant Kanya Mahavidyalaya.

Remuneration for teaching faculty: Rs. 500/- Per Class (for internal and external faculty both)

Remuneration for Non-teaching Staff: Rs. 1000/- Per Month



Prof. Indu Upadhyay
Co-ordinator, IQAC



Prof. Rachna Srivastava
Principal

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- Dr. Annapurna
- Ms. Bharati Chattopadhyay

N. Lal

