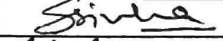




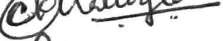


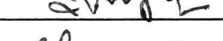







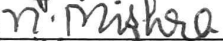
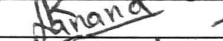
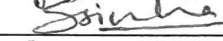



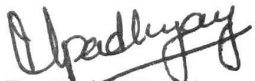
Date : 05.02.2020

NOTICE

A meeting of following Committee In-charges with Co-ordinator, IQAC, is scheduled to be held on 11.02.2020 at 2:30 p.m. in the Principal's office. The following members are requested to attend:-

S.No	Committee Name	Incharge	Signature
1.	Library Committee	Dr. Shubhra Sinha	
2.	Sports Committee	Dr. Ashish Kr. Sonker	
3.	Publication Committee- Magazine Journal	Dr. Bina Singh Dr. Asha Yadav	 
4.	VKM Website Update Committee UGC Website Information	Sri Chandrakanta Chatterjee Sri Vikas Tripathi	 
5.	Maintenance Committee	Dr. Suman Singh	
6.	Student Advisory & Discipline Committee	Dr. Sunita Dixit	
7.	Parent Teacher Committee	Dr. Smiriti Bhatnagar	
8.	Scholarship Committee	Dr. Garima Upadhyay	
9.	Grievance Redressal Cell	Dr. Shanta Chatterjee	
10.	Guidance & Counselling Cell	Dr. Madhuri Agarwal	
11.	Placement Cell	Dr. Kalpalata Dimri	
12.	Alumni Cell	Dr. Poonam Pandey (VKM) Dr. Mamta Mishra (BHU)	 
13.	Feedback Study	Dr. Kalpana Anand	
14.	Sarjana Committee	Dr. Shubhra Sinha	
15.	Spandan Committee	Dr. Garima Upadhyay	
16.	Academic Activities Committee	Dr. Renu Srivastava	
17.	Women Study Cell	Dr. Anshu Shukla	

Kindly make it convenient to attend.


Dr. Indu Upadhyay
Co-ordinator, IQAC

A meeting of the Committee Incharges of College with IOAC coordinator was held on 11/2/2020 at 2:30pm in the Principal's office. Following academic committee Incharges were present:-

- | | |
|---|------------------------|
| 1) Dr. Kumud Ranjan (Off. Principal) - | Kumud Ranjan |
| 2) Dr. Indu Upadhyay (Co-ordinator, IOAC) - | |
| 3) Dr. Nikarika Lal (Co-ordinator, NAAAC) - | N. Lal |
| 4) Dr. Madhuni Agarwal - | Madhuni |
| 5) Dr. Surran Singh - | Surran Singh |
| 6) Dr. Shubha Sinha | Shubha Sinha |
| 7) Dr. Anshu Shukla | Anshu Shukla |
| 8) Dr. Tripti Rani Jaiswal | Tripti Rani Jaiswal |
| 9) Dr. Shanti Chatterjee | Shanti Chatterjee |
| 10) Dr. Smriti Bhalnagar | Bhalnagar |
| 11) Dr. Kalpalata Sinha | K. Sinha |
| 12) Dr. Mamata Mishra. | M. Mishra. |
| 13) Dr. SUNITA DIXIT | Sunita Dixit |
| 14) Dr. Renu Singh Jaiswal | Renu Singh Jaiswal |
| 15) Dr. Anapurna | Anapurna |
| 16) Dr. Bhavati Chattopadhyay. | Bhavati Chattopadhyay. |

Minutes of the meeting of IQAC, VKM, held on 11.02.2020

A meeting of IQAC with Committee Incharges was held in the Principal's office on 11.02.2020 at 2:30 p.m.

AGENDA

- Proper documentation of records of different committees.
- Timely updation of college website.

Following members were present:

Dr. Kumud Ranjan	Officiating Principal
Dr. Indu Upadhyay	IQAC Coordinator
Dr. Niharika Lal	Coordinator NAAC
Dr. Tripti Rani Jaiswal	Member, IQAC
Dr. Madhuri Agarwal	Guidance and Counselling Cell
Dr. Suman Singh	Maintenance Committee
Dr. Shubhra Sinha	Sarjana & Library Committee
Dr. Anshu Shukla	Women Study Cell Udaan
Dr. Shanta Chatterjee	Grievance Redressal Cell
Dr. Smriti Bhartnagar	Parent Teacher Committee
Dr. Kalpalata Dimri	Placement Cell
Dr. Mamta Mishra	Alumni Cell
Dr. Sunita Dixit	Student Advisory & Discipline Committee
Dr. Renu Srivastava	Academic Activities Committee
Dr. Annapurna	Member, IQAC
Ms. Bharati Chattopadhyay	Member. IQAC

Following points were discussed

1. All the Committee In-charges were informed about the proper documentation of records of their respective committees in view of future NAAC visit.
2. All the committee In-charges were informed to keep records of their committee meetings held from time to time along with photographs.
3. Division of work among committee members should be made and noted down systemically.
4. Grievance Redressal cell should deal with staff as well as students. Documentation of records of Counseling related to career/academics (except personal matters) to be kept.
5. Proper feedback and Action Taken report should be maintained by Alumni Cell.
6. Website Update Committee should ensure timely updation of notices and meetings on the College website.
7. IQAC banner design was discussed and approved after some suggestions.

The meeting ended with a Vote of Thanks given by Dr. Indu Upadhyay, IQAC Coordinator. She thanked all the members present for giving their valuable suggestions.

Dr. Indu Upadhyay
Co-ordinator, IQAC

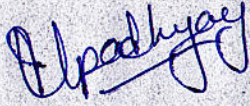
Dr. Kumud Ranjan
Officiating Principal

Vasant Kanya Mahavidyalaya
Kamachha, Varanasi

No: VKM/IQAC/2019-20/R04

ACTION TAKEN REPORT

1. Placement cell informed about the two days industrial orientation programme to be organized in collaboration with MSME on 14-15 February, 2020. The programme will be for the students of B.A. III year and M.A I & II year. Resource persons will be from Banking and Industrial Sectors.



Dr. Indu Upadhyay
Co-ordinator, IQAC



Dr. Kumud Ranjan
Officiating Principal
Principal
Vasant Kanya Mahavidyalaya
Kamachha, Varanasi