NOTICE

Date: 13.10.2023

A meeting of NAAC and IQAC Committee with the Heads of the Department will be held on 16.10.2023 at 1:00 p.m. in the Principal's office.

Following members are requested to be present:-

S.no	Name	Signature
1.	Head, Dept. of AIHC & Archaeology	,
2.	Head, Dept. of English	(8)
3.	Head, Dept. of Economics	K. Sm
4.	Head, Dept. of Hindi	61
5.	Head, Dept. of History	Smil?
6.	Head, Dept. of Home Science	Dluga
7.	Head, Dept, of Philosophy	M. Mishra
8.	Head, Dept. of Painting	Diksher +
9.	Head, Dept. of Psychology	Grinha
10.	Head, Dept. of Political Science.	Ashor
11.	Head, Dept. of Music Vocal	Suz
12.	Head, Dept. of Music Instrumental	Mital
13.	Head, Dept. of Sanskrit	Ma
14.	Head, Dept. of Sociology	Harand
15.	Department of Geography	V

Prof. Indu Upadhyay Co-ordinator, IQAC Prof. Niharika Lal Co-ordinator, NAAC

Date: 16.10.2023

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Following members were present:-

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	Head, Dept. of AIHC & Archaeology	That.		
1.		N. Pol		
2.	Head, Dept. of English	1 4		
3.	Head, Dept. of Economics	K. BM		
4.	Head, Dept. of Hindi	64		
5.	Head, Dept. of History	gunit-		
6.	Head, Dept. of Home Science	Mur		
7.	Head, Dept, of Philosophy	Misheh		
8.	Head, Dept. of Painting	Dikabata-		
9.	Head, Dept. of Psychology	Sejula		
10.	Head, Dept. of Political Science	Ashisba		
11.	Head, Dept. of Music Vocal	Sur		
12.	Head, Dept. of Music Instrumental	Milah		
13.	Head, Dept. of Sanskrit	M		
14.	Head, Dept. of Sociology	Janana		
15.	Department of Geography	U		

Prof. Indu Upadhyay Co-ordinator, IQAC Prof. Niharika Lal Co-ordinator, NAAC

VASANT KANYA MAHAVIDYALAYA KAMACHHA, VARANASI – 221 010

No: VKM/IQAC-NAAC /2023-24/IQACM16 /NAACM20

Minutes of the meeting held on 16.10.2023

A meeting of IQAC and NAAC with Heads of Department was held on 16.10.2023 at 1:00p.m. in Principal's office. Following points were discussed:

- The main agenda of the meeting was the preparation of SSR in view of upcoming NAAC visit.
- Criterion wise SSR was discussed in detail.
- It was decided that Programme Outcome and Course Outcome for all the Departments should be in a uniform manner. Heads were informed to prepare the same.
- It was also discussed that proceedings of all the meetings at Departmental level should be maintained. Departmental Registers with minutes of the meetings, Action Taken Report should be maintained.
- It was informed by the IQAC Coordinator, that the Departments should provide the details of the progression and placement of students of their respective departments, as well as any achievement of their students in the field of sports and cultural activity. The same is required in Criterion V of SSR.
- Mentor-Mentee Ratio should be maintained. Faculty members should interact with the students frequently.
- It was also informed that the attendance of student's participation in seminars, workshops, lectures should be maintained by the Departments.
- All the Departments were informed to maintain Departmental Activity Register for the last 5 years.

Prof. Indu Upadhyay Co-ordinator, IQAC

Prof. Niharika Lal Co-ordinator, NAAC

1)	Prof. Poonam Pandey	Jen J	\ 8)	Dr. Akhilesh Kr. Rai	Jul .
2)	Prof. Garima Upadhyay	Sec	9)	Dr. Supriya Singh	88-
3)	Dr. Anshu Shukla	He2	10)	Dr. Nairanjana Srivastava	D.
4)	Dr. Kalpana Anand	Knard	11)	Dr. Manju Kumari	#
5)	Dr. Shubhra Sinha	Sinhe	12)	Dr . Annapurna	dre /
6)	Dr.Anjulata Singh	Horgh	13)	Ms. Bharati Chattopadhyay	·M.
7)	Dr. Sunita Dixit	Schaut			

VASANT KANYA MAHAVIDYALAYA

KAMACHHA, VARANASI - 221 010

No: VKM/IQAC-NAAC/2023-24/IQACR16/NAAC F20Dated: 18.10.2023

Action Taken Report

As decided in the meeting, following action was taken:

- As instructed in the meetings, Heads of Department prepared the Programme Outcome and Course Outcome in a uniform manner.
- Different Departments maintained the minutes of the meetings held by them.
- Mentor-Mentee list was formulated for the session for extensive interaction between faculty and students.
- Departments informed that Departmental Activity Register containing all activities and details of students' participation and progress has been maintained.

Prof. Indu Upadhyay Co-ordinator, IQAC

Prof. Niharika Lal Co-ordinator, NAAC