

Ref. No. IQAC/2023/01

Date :-05.07.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF MEETING

A meeting of internal Quality Assurance Cell (IQAC) held on 05.07.2023 in IQAC room.

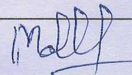
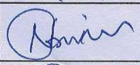
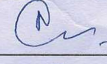



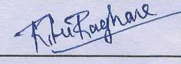
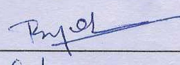


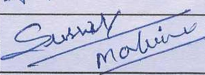
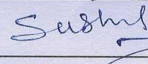

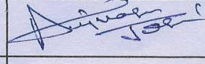
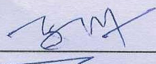
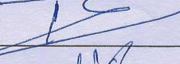
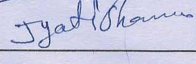

The Meeting is called & chaired by principal Dr. M.K.Upadhyay.

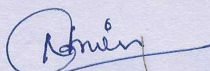
AGENDA OF THE MEETING :-

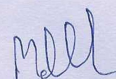
- To Review the Agenda of Previous Meeting.
- To review the programme of NAAC work in the institutions.
- Curriculum Planning
- To gather feedback response to student head of the practice teaching school & alumni in order to take remedial measures to maintain quality & analysis.
- Progress work of mentor programme.
- To conduct faculty & student exchange programme and outreach activity.
- To discuss about various measures needed to update infrastructure facilities.
- To discuss about Value added courses & Self-study courses.
- To documents of the various activities of the college.

A meeting of the IQAC of Kautilya Mahila Shikshak Prashikshan Mahavidyalaya was held on 05-07-2023 in the IQAC Room. In the Meeting following members were present:

A meeting of the IQAC of Kautilya Mahila Shikshak Prashikshan Mahavidyalaya was held on 05-07-2023 in the IQAC Room. In the Meeting following members were present:

S.No.	Name	Designation	Signature
1	Dr. M.K. Upadhyay	Principal and Chairperson	
2	Dr. Neelam Mishra	IQAC Coordinator	
3	Dr. Naveen Kumar Sharma	HOD of Education	
4	Dr. Pinky Vyas	Asst. Prof.	
5	Mr. Vinod Kumar Pandey	Asst. Prof.	
6	Mr. Atul Sharma	Asst. Prof.	
7	Mrs. Ritu Raghav	Asst. Prof.	
8	Mr. Brijesh Kumar Tiwari	Asst. Prof.	
9	Mrs. Tabassum Pathan	Member college Management Committee	
10	Mrs. Saniya Pathan	Member college Management Committee	
11	Dr. Sanjeev Kumar Modi	Educationist	
12	Mr. Sushil Maheshwari	Industrialist	
13	Mrs. Bharti Solanki	Librarian	
14	Mr. Avinash Joshi	Senior Administrative Officer	
15	Mr. Arvind Gautam	Office Superintendent	
16	Mr. Rajesh Singh	Accountant	
17	Mrs. Jyoti Sharma	Alumni	
18	Ms. Arifa	Alumni	


IQAC Coordinator


Principal
PRINCIPAL
KAUTILYA MAHILA SHIKSHAK
PRASHIKSHAN MAHAVIDYALAY
NAYAGAON, KOTA (RAJ.)

Date :-05-07-2023

MINUTES OF MEETING

➤ **To Review the Agenda of Previous Meeting.**

Minutes of previous meeting were confirm suggestion was shared & sought.

➤ **To review the programme of NAAC work in the institutions.**

The IQAC Coordinator started committee with a welcome note & presented the progress of the preparation of the NAAC parameter wise.

➤ **Curriculum Planning :-**

Curriculum planning committee is preparing academic calendar for this session & it will submitted to principal office for approval.

➤ **To gather feedback response to student head of the practice teaching school & alumni in order to take remedial measures to maintain quality & analysis.**

The meeting was held to discuss about the feedback. It was decided that the feedback committee should be collected feedback timely from student, teacher, parents & alumni & analysis the collected data.

➤ **Progress work of mentor programme.**

It was inform the mentor mentee committee can assign a mentor for a group of 20-25 students & meeting periodically & keeping record of all meeting held time to time.

- **To conduct faculty & student exchange programme and outreach activity.**

MOU should be signed with colleges for faculty & student exchange programme & community outreach activity should be organized in the college on regular basis.

- **To discuss about various measures needed to update infrastructure facilities.**

It was suggested to staff to give return description of the repair work needed in their respect rooms.

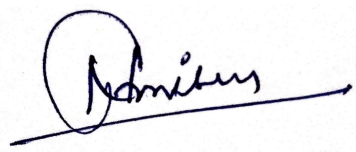
- **To discuss about Value added courses & Self-study courses.**

It was decided to five value added courses are provided in this session 2023-24


- **To documents of the various activities of the college.**

The IQAC coordinator guided the faculty members on various quality improvement measures to be taken by the institution & academic committee prepared the class routine for the new semester & old annual / semester scheme.

The meeting was ended with vote of thanks.



IQAC Coordinator


PRINCIPAL
KAUTILYA MAHILA SHIKSHAK
PRASHIKSHAN MAHAVIDYALAY
NAYAGAON, KOTA (RAJ.)

Principal

Ref. No. IQAC/2023/02

Date :-02.12.2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)**MINUTES OF MEETING**

A meeting of internal Quality Assurance Cell (IQAC) held on 02.12.2023 in IQAC room.

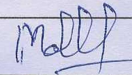
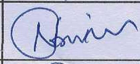


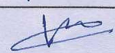

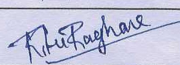
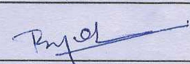


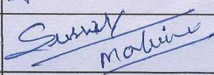
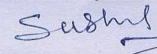

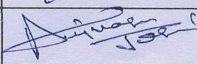
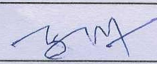
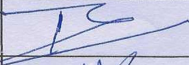
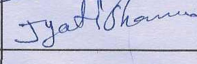

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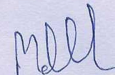
- To organize National Seminar & Workshop.
- To organize sports event.
- Regarding Grievance & redressal cell.
- To organize election awareness programme.
- Regarding placement cell.
- To organize alumni, meet session 2023-24
- To organize pre-Internship programme orientation.

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IQAC Coordinator


Principal
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KAUTILYA MAHILA SHIKSHAK,
PRASHIKSHAN MAHAVIDYALAY
NAYAGAON, KOTA (RAJ.)

Date :-02-12-2023

MINUTES OF MEETING

➤ **To organize National Seminar & Workshop.**

It was discussed about proposal plan for two days National Seminar for Session 2023-24 and also discussed about workshop.

➤ **To organize sports event.**

Resolve & discuss various duties of staff members for smooth conduct of sports event in month of January 2024.

➤ **Regarding Grievance & redressal cell.**

Grievance committee should always try to resolve problems at the earliest possible opportunity & if any grievance is filed meetings are to be immediately held by the internal members of the cell to find out appropriate solution.

➤ **To organize election awareness programme.**

Committee decided should organize an election awareness programme to make students aware about voting & their responsibility towards country.

➤ **Regarding placement cell.**

Placement cell should play a crucial role in locating job opportunities for the pupil teachers.

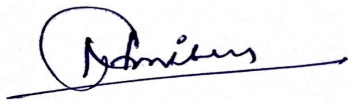
➤ **To organize alumni, meet session 2023-24**

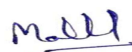
Resolve & discuss various duties of the staff member for smooth conduct of alumni meet in month of April 2024.

➤ **To organize pre-Internship orientation programme.**

Discussed & deciding to organize pre-Internship orientation programme for B.Ed.II semester & B.A.B.Ed./B.Sc.B.Ed.III & IV year students.

The meeting was ended with vote of thanks.




PRINCIPAL
KAUTILYA MAHILA SHIKSHAK
PRASHIKSHAN MAHAVIDYALAY
NAYAGAON, KOTA (RAJ.)