



# Veena Memorial College of Education

Village- Padewa, Post- Rampur Dhawai, District- Karauli (Rajasthan) 322241

Tele/Fax: 07464- 221999 Mobile: 9928054004, 9928054009

Email: vmcekarauli@gmail.com, website: [www.vmcekarauli.org](http://www.vmcekarauli.org)

S.No

Date .....

IQAC Minutes of the Meeting Date : 30/04/2024

The Meeting of IQAC Was held on 30/04/2024 at 3.00 PM in Staff Room

The following members were present:-

S.No.	Designation	Name of Person	
1	Chairperson	Dr. Manoj Kumar Sharma	
2	Coordinator	Mr. Yashwant Parashar	
3	Teacher's Representative	Mr. Jagdish Prasad Sharma	
4		Mr. Manendra Kumar Lahakodia	
5		Mr. Manoj Kumar Sharma	
6		Dr. Vivek Mishra	
7		Dr. Shivam Saxena	
8		Mr. Mahesh Chand Jatav	
9		Smt. Radha Kashyap	
10		Management Nominee	Mr. Vijay Singh
11		Administrative officer	Mr. Suresh Chand Sharma
12	Local Society Representative	Mr. Hemendra Kumar	
13	Student Nominee	Mr. Suresh Singh Gurjar	
14	Student Nominee	Miss Poonam Sharma	

Chairperson Dr. Manoj Kumar Sharma welcomed to all the members of IQAC

The coordinator read out the minutes of the previous IQAC meeting held on 05/01/2024 the minutes of the previous meeting were confirmed

*Jan 30/04/2024*  
Coordinator (IQAC)  
Veena Memorial College of Education  
Padewa, Distt. Karauli-322241

*30/04/2024*  
Principal  
Veena Memorial College of Education  
Padewa, Distt. Karauli-322241(Raj.)



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The agenda of IQAC Meeting is following as on:-

**Agenda -1: Regarding Previous Meeting Approval**

- Minutes of the previous IQAC meeting are approved

**Agenda -2: Regarding Evaluation of students.**

- All activities based on properly evaluation by subject Lecturer

**Agenda -3: Regarding Faculty Development Programme**

- Five days faculty development will be organized June 2024

**Agenda -4: Regarding Open Air Session**

- Open air session for B.Ed. II year students will be conduct May-June 2024

**Agenda -5: Regarding Electricity Equipments Maintenance**

- All the equipments of electricity will be repaired at the college campus.

**Agenda -6: Regarding Physical Verification**

- All department physical verification report by principal

The meeting ended with a vote of thanks to the chair.

*Jam* 30/04/2024  
Coordinator(IQAC)  
Veena Memorial College of Education  
322241

*Principal* 30/04/2024  
Principal  
Veena Memorial College of Education  
Padewa, Distt. Karauli-322241(Raj.)