



IQAC Cell

Minutes of meeting

Date: 05/06/2023

A meeting was convened at 01:00 pm in the principal office. Following members were present in the meeting.

Members	Designation
1. Dr. Munesh Kumar Sharma	Principal
2. Dr. Bhanu Prakash	Teacher
3. Mrs Lakshmi	Teacher
4. Dr. Sachin Sharma	Coordinator
5. Mr. O.P. Goyal	Chairman
6. Mr. Vijender Kumar Maheshwari	Vice- President
7. Mrs. Swati Garg	Secretary
8. Mr. Anil Kumar Agarwal	Treasurer
9. Mr. T.C. Garg	Member
10. Mr. Harish Mittal	Member
11. Mrs. Princy Tyagy	Alumni
12. Mr. Kaushal Dev	Alumni
13. Mr. Akshey Kumar	Student
14. Mrs. Vandana Verma	Student

Following Points were discussed:-

- Discussed for the preparation of new session.
- Decided to conduct a guest lecture to provide full information regarding course outcomes and programme outcomes (COs , POs) matrix to the faculty.
- Discussed to make appropriate changes in academic and activity calendar.
- Committee decided to celebrate Yoga Fortnight from 6th June to 21st June 2023.
- Discussed to appoint a librarian from the new session.





Action Taken Report

Following actions are taken on the basis of meeting held on 05/06/2023 -

1. Efforts are made on student's admission for this academic year 2023-24.
2. Committee members are suggested to conduct guest lecture for faculty's professional development.
3. Activity In charge prepared a new activity and academic calendar.
4. Yoga Fortnight is organised to celebrate International Yoga Day.
5. A librarian is appointed for the new session.

