

Dr. Neeru Tandon
Director, IQAC




Vikramajeet Singh Sanatan
Dharm College, Kanpur-208002
Grade "A" Accredited By NAAC
Phone (Office): 0512-2562613
Website : www.vssdcollege.ac.in
e-mail: prin_vssd@rediffmail.com
info@vssdcollege.ac.in
Date: July 3, 2020

Time: 11.30 am
Venue: Zoom Meeting
Meeting ID: 9166735577
Password: 7E0t94

Minutes of the Meeting:

1. Principal Dr Chhaya Jain welcomed all IQAC members to the virtual meeting on Zoom. She expressed her gratitude for their participation and emphasized the importance of collaboration during these challenging times.
- 2.: The minutes from the last meeting were circulated, and members were given an opportunity to review and provide any corrections. After confirmation, the minutes were accepted and will be documented for future reference.
3. Considering the ongoing COVID-19 situation, it was proposed that online admissions for the upcoming academic session be handled by a professional agency to ensure a smooth and efficient process. The members agreed to explore and finalize an agency for this purpose.
4. To ensure that education does not suffer during the lockdown, it was unanimously agreed that every teacher should conduct online classes. The administration will provide necessary support and resources for effective online teaching.
5. It was suggested that each teacher creates a WhatsApp group to facilitate easy communication and coordination. This will enable efficient sharing of resources, updates, and important information. The administration will provide guidelines for maintaining professional communication within these groups.
6. IQAC Director Neeru Tandon proposed a vote of thanks, expressing gratitude to all participants for their valuable insights and contributions. She emphasized the collective effort required to navigate the challenges posed by the pandemic and encouraged ongoing collaboration for the benefit of the institution.


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Action Items:

Explore and finalize an agency for online admissions.


Ensure every teacher conducts online classes during the lockdown.


Create and organize WhatsApp groups for teachers.

Circulate the minutes of this meeting for confirmation.

Next Meeting: The next IQAC meeting will be scheduled and communicated to members at a later date.

Note: These minutes are subject to confirmation at the next IQAC meeting.


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Date: July 26, 2020


Zoom ID-9166735577
PASSWORD- VSSD2020
Time: 11.30 am

Minutes of the IQAC Meeting

Proceedings:

1. Confirmation of Minutes from the Last Meeting: The minutes from the previous meeting held on July 3, 2020, were presented for confirmation. Members reviewed and confirmed the minutes without any objections.
2. Training Session for Online Admission by Appointed Agency (Raj Computers): A training session for the online admission process by the appointed agency, Raj Computers, was conducted. Mr. Rajiv Shukla, owner, and director of Raj Computers, served as the resource person. The session covered the entire admission process, from application submission to fee payment. Members were encouraged to seek clarification on any doubts.
3. Review of Online Classes on Zoom and Google Meet: The effectiveness of online classes conducted on Zoom and Google Meet was discussed. Members shared their experiences and highlighted areas for improvement. It was decided to conduct periodic reviews to ensure the quality and engagement of online teaching.
4. Purchase of Zoom Pro for Larger Meetings: Considering the need for larger meetings, it was proposed to purchase Zoom Pro at a cost of Rs 1533 with tax. The members approved the purchase to facilitate smoother and more extended virtual meetings.
5. Zoom Training Session for Teachers: A training session on Zoom usage will be organized for teachers who may need assistance. This session aims to enhance their proficiency in conducting online classes effectively. The date and time for this training will be communicated to all teachers later


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Action Items:

Confirm and circulate the minutes of this meeting.

Coordinate with Raj Computers for any additional support required in the online admission process.

Schedule periodic reviews of online classes for continuous improvement.

Proceed with the purchase of Zoom Pro for larger meetings.

Organize a Zoom training session for teachers in need.

Next Meeting: The next IQAC meeting will be scheduled and communicated to members in due course.

Note: These minutes are subject to confirmation at the next IQAC meeting.

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Date: February 8, 2021

Time: 11.30 am
Venue: [NAAC ROOM, VSSD College, Kanpur]

Minutes of the IQAC Meeting

Proceedings:

1. Education Continues to be Online/Hybrid: The current scenario of online or hybrid education was discussed. Considering the prevailing circumstances, it was decided to continue with offline/traditional mode of education. The administration will provide necessary support to facilitate effective teaching and learning in offline mode..
2. Entire Campus Sanitization and Mandatory Mask Usage: The importance of maintaining a sanitized environment was emphasized. It was agreed to conduct a comprehensive sanitization of the entire campus regularly. Additionally, wearing masks was made compulsory for all students, faculty, and staff members to ensure the safety of everyone on the premises.
3. Renovation of Proper Girls Common Room and increase the number of toilets : The need for a well-equipped girls' common room ,attached toilets with modern facilities and vending machine for sanitary napkins for girls was discussed.
4. Distribution of Sanitizers, Masks, and Gloves to Departments, Offices, and Library: In compliance with government orders, it was decided to distribute and keep bottles of sanitizer, disposable masks, and gloves in every department, office, and the library. This measure aims to maintain a hygienic environment and adhere to safety guidelines.
5. Acknowledgment and Praise for Admission Committee Convenors and Dean Faculties: The convenors of the admission committee and the Dean of Faculties were thanked and praised for their efforts in conducting smooth online admissions, classes and successfully completing courses. Their dedication and efficiency were acknowledged by the IQAC and Principal as well.
6. It was decided that IQAC would help the College in organizing webinars on forthcoming NEP2020.

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Action Items:

- Implement and communicate the decision to continue with online/hybrid education.
- Initiate regular campus sanitization and enforce mandatory mask usage.
- Identify and allocate resources for the establishment of a girls' common room with attached toilets.
- Procure and distribute sanitizers, masks, and gloves to every department, office, and library.
- Extend formal appreciation to the admission committee convenors and the Dean of Faculties.

Next Meeting: The next IQAC meeting will be scheduled and communicated to members in due course.

Note: These minutes are subject to confirmation at the next IQAC meeting.


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