



Internal Quality Assurance Cell Vasanta College for Women

Admitted to the Privileges of Banaras Hindu University
Krishnamurti Foundation India, Rajghat Fort, Varanasi-221001

16.08.2018

NOTICE **1st Quarter Meeting (2018-19)**

A meeting of the IQAC Cell will be held on 23.08.2018 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members are requested to attend the Meeting.

1.	Dr. Alka Singh, Principal	Chairperson
2.	Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3.	Prof. Sushila Singh, Former Principal, MMV, BHU	Member
4.	Prof. Kalplata Pandey, Professor, MGKVP, Varanasi	Member
5.	Dr. Archana Tiwari, Associate Professor	Member
6.	Dr. Asha Pandey, Associate Professor	Member
7.	Dr. Manjari Jhunjhunwala, Associate Professor	Member
8.	Dr. Preeti Singh, Assistant Professor	Member
9.	Dr. Shreya Pathak, Assistant Professor	Member
10.	Dr. Yogita Beri, Assistant Professor	Member
11.	Dr. Richa Singh, Assistant Professor	Member
12.	Dr. Subhash Meena, Assistant Professor	Member
13.	Dr. Udyan Samajpati, Assistant Professor	Member
14.	Dr. R.N. Mohanta, Librarian	Member
15.	Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minutes
2. To consider the institutional data to be uploaded on All India Survey for Higher Education
3. Alumni Association
4. To consider the institutional data to be uploaded on NIRF
5. Nomination of Nodal Officers for each department to coordinate NAAC/AISHE/NIRF related works

Principal/Chairperson, IQAC

16.08.2018



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MINUTES 1st Quarter Meeting (2018-19)

A meeting of the IQAC Cell was held on 23.08.2018 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members were present in the Meeting:

1. Dr. Alka Singh, Principal	Chairperson
2. Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3. Prof. Sushila Singh, Former Principal, MMV, BHU	Member
4. Prof. Kalplata Pandey, Professor, MGKVP, Varanasi	Member
5. Dr. Archana Tiwari, Associate Professor	Member
6. Dr. Asha Pandey, Associate Professor	Member
7. Dr. Manjari Jhunjhunwala, Associate Professor	Member
8. Dr. Preeti Singh, Assistant Professor	Member
9. Dr. Shreya Pathak, Assistant Professor	Member
10. Dr. Yogita Beri, Assistant Professor	Member
11. Dr. Richa Singh, Assistant Professor	Member
12. Dr. Subhash Meena, Assistant Professor	Member
13. Dr. Udyan Samajpati, Assistant Professor	Member
14. Dr. R.N. Mohanta, Librarian	Member
15. Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minutes
2. To consider the institutional data to be uploaded on All India Survey for Higher Education
3. Alumni Association
4. To consider the Institutional data to be uploaded on NIRF
5. Nomination of Nodal Officers for each department to coordinate NAAC/AISHE/NIRF related works

Minutes

Following resolutions have been made in the 1st Quarter Meeting of 2018-19:

1. (a) The minutes of the previous meeting held on 18.05.2018 were read and confirmed.
(b) No matter arose out of the previous minutes.
2. Required Information be sought from Library, Scholarship, Finance, and Nodal Officer, AISHE be requested to do the needful within the deadline.
3. Alumni Association be requested to call its annual meeting in October 2018.



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4. Required information be sought from Placement Cell, Finance Section, and mechanism be evolved to track students progression to higher studies for NIRF.
5. Each department has nominated a faculty member as Nodal Officers to coordinate NAAC/AISHE/NIRF related works.

The meeting ended with a vote of thanks to Chair and all the members.

Principal/Chairperson, IQAC

Coordinator, IQAC



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14.11.2018

NOTICE 2nd Quarter Meeting (2018-19)

A meeting of the IQAC Cell will be held on 19.11.2018 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members are requested to attend the Meeting:

1.	Dr. Alka Singh, Principal	Chairperson
2.	Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3.	Prof. Sushila Singh, Former Principal, MMV, BHU	Member
4.	Prof. Kalplata Pandey, Professor, MGKVP, Varanasi	Member
5.	Dr. Archana Tiwari, Associate Professor	Member
6.	Dr. Asha Pandey, Associate Professor	Member
7.	Dr. Manjari Jhunhunwala, Associate Professor	Member
8.	Dr. Preeti Singh, Assistant Professor	Member
9.	Dr. Shreya Pathak, Assistant Professor	Member
10.	Dr. Yogita Beri, Assistant Professor	Member
11.	Dr. Richa Singh, Assistant Professor	Member
12.	Dr. Subhash Meena, Assistant Professor	Member
13.	Dr. Udyan Samajpati, Assistant Professor	Member
14.	Dr. R.N. Mohanta, Librarian	Member
15.	Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minutes
2. To create linkages with NGOs
3. E-Content development

Principal/Chairperson, IQAC



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19.11.2018

MINUTES 2nd Quarter Meeting (2018-19)

A meeting of the IQAC Cell was held on 19.11.2018 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members were present in the Meeting:

1. Dr. Alka Singh, Principal	Chairperson
2. Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3. Prof. Sushila Singh, Former Principal, MMV, BHU	Member
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8. Dr. Preeti Singh, Assistant Professor	Member
9. Dr. Shreya Pathak, Assistant Professor	Member
10. Dr. Yogita Beri, Assistant Professor	Member
11. Dr. Richa Singh, Assistant Professor	Member
12. Dr. Subhash Meena, Assistant Professor	Member
13. Dr. Udyan Samajpati, Assistant Professor	Member
14. Dr. R.N. Mohanta, Librarian	Member
15. Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minutes
2. To sign an MoU with NGO
3. E-Content development

Minutes

Following resolutions have been made in the 2nd Quarter Meeting of 2018-19.

1. (a) The minutes of the previous meeting held on 23.08.2018 were read and confirmed.
(b) No matter arose out of the previous minutes.
2. The college should initiate the process to create a linkage with Sampark (NGO) to explore the possibilities of Internship and Placement.
3. A committee is to be constituted under the Chairmanship of Principal/Chairperson, IQAC to develop E-content for UG and PG courses.

The meeting ended with a vote of thanks to Chair and all the members.

Principal/Chairperson, IQAC

Coordinator, IQAC



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21.01.2019

NOTICE 3rd Quarter Meeting (2018-19)

A meeting of the IQAC Cell will be held on 25.01.2019 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members are requested to attend the Meeting:

1.	Dr. Alka Singh, Principal	Chairperson
2.	Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3.	Prof. Sushila Singh, Former Principal, MMV, BHU	Member
4.	Prof. Kalplata Pandey, Professor, MGKVP, Varanasi	Member
5.	Dr. Archana Tiwari, Associate Professor	Member
6.	Dr. Asha Pandey, Associate Professor	Member
7.	Dr. Manjari Jhunjhunwala, Associate Professor	Member
8.	Dr. Preeti Singh, Assistant Professor	Member
9.	Dr. Shreya Pathak, Assistant Professor	Member
10.	Dr. Yogita Beri, Assistant Professor	Member
11.	Dr. Richa Singh, Assistant Professor	Member
12.	Dr. Subhash Meena, Assistant Professor	Member
13.	Dr. Udyan Samajpati, Assistant Professor	Member
14.	Dr. R.N. Mohanta, Librarian	Member
15.	Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minute
2. PG Course Approval
3. Parents Teachers Meet
4. Online Students Satisfaction Survey
5. Students Achievement Form

Principal/Chairperson, IQAC



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25.01.2019

MINUTES 3rd Quarter Meeting (2018-19)

A meeting of the IQAC Cell was held on 25.01.2019 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members were present in the Meeting:

1. Dr. Alka Singh, Principal	Chairperson
2. Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3. Prof. Sushila Singh, Former Principal, MMV, BHU	Member
4. Prof. Kalplata Pandey, Professor, MGKVP, Varanasi	Member
5. Dr. Archana Tiwari, Associate Professor	Member
6. Dr. Asha Pandey, Associate Professor	Member
7. Dr. Manjari Jhunhunwala, Associate Professor	Member
8. Dr. Preeti Singh, Assistant Professor	Member
9. Dr. Shreya Pathak, Assistant Professor	Member
10. Dr. Yogita Beri, Assistant Professor	Member
11. Dr. Richa Singh, Assistant Professor	Member
12. Dr. Subhash Meena, Assistant Professor	Member
13. Dr. Udyan Samajpati, Assistant Professor	Member
14. Dr. R.N. Mohanta, Librarian	Member
15. Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minute
2. PG Course Approval
3. Parents Teachers Meet
4. Online Students Satisfaction Survey
5. Students Achievement Form

Minutes

Following resolutions have been made in the 3rd Quarter Meeting of 2018-19:

1. (a) The minutes of the previous meeting held on 19.11.2018 were read and confirmed.
(b) No matter arose out of the previous minutes
2. The college must explore the feasibility in terms of infrastructure, faculty, and library to start the new PG and Diploma courses.
3. Parents Teachers Meet be organized in March 2019 and the event be coordinated by IQAC.



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4. Student Satisfaction Survey is to be conducted in April 2019 through online filling up of the questionnaire, under National Resource Centre for Education, National Institute of Educational Planning and Administration, New Delhi. A three member committee from IQAC comprising Dr. Sanjeev Kumar, Dr. Asha Pandey and Dr. Preeti Singh will coordinate.
5. Student's Achievement Form is to be developed under the supervision of IQAC to document the same at Department level.

The meeting ended with a vote of thanks to Chair and all the members.

Principal/Chairperson, IQAC

Coordinator, IQAC



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12.04.2019

NOTICE 4th Quarter Meeting (2018-19)

A meeting of the IQAC Cell will be held on 16.04.2019 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members are requested to attend the Meeting:

1.	Dr. Alka Singh, Principal	Chairperson
2.	Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3.	Prof. Sushila Singh, Former Principal, MMV, BHU	Member
4.	Prof. Kalplata Pandey, Professor, MGKVP, Varanasi	Member
5.	Dr. Archana Tiwari, Associate Professor	Member
6.	Dr. Asha Pandey, Associate Professor	Member
7.	Dr. Manjari Jhunhunwala, Associate Professor	Member
8.	Dr. Preeti Singh, Assistant Professor	Member
9.	Dr. Shreya Pathak, Assistant Professor	Member
10.	Dr. Yogita Beri, Assistant Professor	Member
11.	Dr. Richa Singh, Assistant Professor	Member
12.	Dr. Subhash Meena, Assistant Professor	Member
13.	Dr. Udyan Samajpati, Assistant Professor	Member
14.	Dr. R.N. Mohanta, Librarian	Member
15.	Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minutes
2. Academic and Administrative Audit
3. Green Audit
4. Learning Outcome
5. Management Information System (MIS)

Principal/Chairperson, IQAC



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16.04.2019

MINUTES 4th Quarter Meeting (2018-19)

A meeting of the IQAC Cell was held on 16.04.2019 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

Following members were present in the Meeting:

1. Dr. Alka Singh, Principal	Chairperson
2. Prof. K.P. Pandey, Director, SHEPA, Varanasi	Member
3. Prof. Sushila Singh, Former Principal, MMV, BHU	Member
4. Prof. Kalplata Pandey, Professor, MGKVP, Varanasi	Member
5. Dr. Archana Tiwari, Associate Professor	Member
6. Dr. Asha Pandey, Associate Professor	Member
7. Dr. Manjari Jhunjhunwala, Associate Professor	Member
8. Dr. Preeti Singh, Assistant Professor	Member
9. Dr. Shreya Pathak, Assistant Professor	Member
10. Dr. Yogita Beri, Assistant Professor	Member
11. Dr. Richa Singh, Assistant Professor	Member
12. Dr. Subhash Meena, Assistant Professor	Member
13. Dr. Udyan Samajpati, Assistant Professor	Member
14. Dr. R.N. Mohanta, Librarian	Member
15. Mr. Sanjeev Kumar, Associate Professor	Coordinator

Agenda

1. Confirmation of Previous Minutes
2. Academic and Administrative Audit
3. Green Audit
4. Learning Outcome
5. Management Information System (MIS)

Minutes

Following resolutions have been made in the 4th Quarter Meeting of 2018-19.

1. (a) The minutes of the previous meeting held on 25.01.2019 were read and confirmed.
(b) No matter arose out of the previous minutes.
2. To control and maintain high standards in the field of Higher Education, Academic and Administrative Audit of the college need to be done. It is a continuous process of self-introspection for the better growth of the institution. Audit Plan/Team need to be developed.



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3. To make a plan to implement the Green Audit to analyze environmental practices within and outside of the college, which have an impact on the eco-friendly ambience.
4. Learning outcomes refer to the personal changes or benefits that follow as a result of learning. Such changes or benefits can be measured in terms of abilities or achievements. The college should coordinate with the affiliating university to evolve learning outcome based curriculum.
5. To collect higher educational statistics through web-based Management Information System. Data is being collected on several parameters such as teachers, student enrolment, programmes, examination results, education finance, infrastructure etc. This web based MIS uses computer technology to provide information and decision support to Universities and, helping them becomes more effective.

The meeting ended with the vote of thanks to chair.

Principal/Chairperson, IQAC

Coordinator, IQAC



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ACTION TAKEN REPORT

1st Quarter Meeting (2018-19)

Action Taken Report of the IQAC Meeting held on 23.08.2018 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

1. The compiled data was uploaded on AISHE Portal.
2. Meeting of Alumni Association was held on 26 October 2018. The Alumni Association also donated a Sanitary Napkin Vending Machine along with Disposal Machine to the college.
3. For NIRF, Student Progression is being tracked through College Leaving Certificate where one column is added to show the student's progression.
4. Each department has already nominated a faculty member as Nodal Officers to coordinate NAAC/AISHE/NIRF related works. The Nodal Officers are

<u>S. No.</u>	<u>Department</u>	<u>Name</u>
1.	AIHC & Arch.	Dr. Rajiv Jaiswal
2.	Commerce	Dr. Ranjan K. Bhattacharya
3.	Economics	Dr. Preeti Singh-II
4.	Education	Dr. Amrita Katyayni
5.	English	Dr. Saurabh Kumar Singh
6.	Geography	Dr. Luna Moni Das
7.	Hindi	Dr. Bandana Jha
8.	History	Dr. Mahesh Kr. Meena
9.	H. Science	Dr. Kalpana Agrawal
10.	Music (Inst.)	Dr. Sanjay Kumar Verma
11.	Music (Voc.)	Dr. Bilambita Banisudha
12.	Painting	Mr. S.S. Baoni
13.	Philosophy	Dr. Rajesh Kr. Chaurasia
14.	Pol. Science	Dr. Manisha Misra
15.	Psychology	Dr. Ved Prakash Rawat
16.	Sanskrit	Dr. B. Bhattacharya
17.	Sociology	Dr. Vibha Singh
18.	Urdu	Dr. Laeeq Ahmad

Principal/Chairperson, IQAC

Coordinator, IQAC



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ACTION TAKEN REPORT

2nd Quarter Meeting (2018-19)

Action Taken Report of the IQAC Meeting held on 19.11.2018 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

1. A MoU has been signed by college on 11 January 2019 with **Sampark**, a voluntary organization registered in 1991 under the Societies Registration Act 1960, for the fruitful engagement of students in social development activities. Students may apply for full-time/part-time and home-based internships at Sampark during the period of their summer vacation or any other suitable period.
2. A committee be constituted under the Chairmanship of Principal to develop E-content for UG and PG courses. Following Department Nodal Officers of IQAC will be members of this committee.

<u>S. No.</u>	<u>Department</u>	<u>Name</u>
1.	AIHC & Arch.	Dr. Rajiv Jaiswal
2.	Commerce	Dr. Ranjan K. Bhattacharya
3.	Economics	Dr. Preeti Singh-II
4.	Education	Dr. Amrita Katyayni
5.	English	Dr. Saurabh Kumar Singh
6.	Geography	Dr. Luna Moni Das
7.	Hindi	Dr. Bandana Jha
8.	History	Dr. Mahesh Kr. Meena
9.	H. Science	Dr. Kalpana Agrawal
10.	Music (Inst.)	Dr. Sanjay Kumar Verma
11.	Music (Voc.)	Dr. Bilambita Banisudha
12.	Painting	Mr. S.S. Baoni
13.	Philosophy	Dr. Rajesh Kr. Chaurasia
14.	Pol. Science	Dr. Manisha Misra
15.	Psychology	Dr. Ved Prakash Rawat
16.	Sanskrit	Dr. B. Bhattacharya
17.	Sociology	Dr. Vibha Singh
18.	Urdu	Dr. Laeeq Ahmad

Principal/Chairperson, IQAC

Coordinator, IQAC



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ACTION TAKEN REPORT

3rd Quarter Meeting (2018-19)

Action Taken Report of the IQAC Meeting held on 25.01.2019 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

1. The Executive Council, BHU has granted its approval on 05 January 2019, to start four new PG Courses i.e. Home Science, Political Science, AIHC & Archeology, Sociology and BA (Hons.) and Part Time Diploma Course in French from the academic session 2019-20. However, the college starts PG in Home Science, Political Science and UG & Diploma in French from Academic session 2019-20 and another two subjects from next academic session.
2. Parents Teachers Meet was organized on 2nd March 2019, coordinated by IQAC Coordinator and Chairperson. The parents filled the Feedback Form and also gave oral suggestions.
3. College conducted Student Satisfaction Survey on 22.04.2019, a project undertaken under National Resource Centre for Education (NRCE), NIEPA through online filling up of the questionnaire by 70+ final year students. Student Satisfaction Survey is an important project under NRCE to understand the satisfaction along important dimensions of student's academic progress in colleges and universities in India. National Resource Centre for Education (NRCE), NIEPA.
4. Student's Achievement Form was documented at departmental level and submitted to IQAC.

Principal/Chairperson, IQAC

Coordinator, IQAC



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ACTION TAKEN REPORT

4th Quarter Meeting (2018-19)

Action Taken Report of the IQAC Meeting held on 16.04.2019 at 02:00 PM in the Office of the Principal, Vasanta College for Women, Rajghat Fort, Varanasi.

1. A committee be constituted under the Chairmanship of Principal to deliberate on Academic and Administrative Audit, Green Audit, Learning Outcome and MIS. Following Department Nodal Officers of IQAC will be members of this committee.

SNo.	Department	Name
1.	AIHC & Arch.	Dr. Rajiv Jaiswal
2.	Commerce	Dr. Ranjan K. Bhattacharya
3.	Economics	Dr. Preeti Singh-II
4.	Education	Dr. Amrita Katyayni
5.	English	Dr. Saurabh Kumar Singh
6.	Geography	Dr. Luna Moni Das
7.	Hindi	Dr. Bandana Jha
8.	History	Dr. Mahesh Kr. Meena
9.	H. Science	Dr. Kalpana Agrawal
10.	Music (Inst.)	Dr. Sanjay Kumar Verma
11.	Music (Voc.)	Dr. Bilambita Banisudha
12.	Painting	Mr. S.S. Baoni
13.	Philosophy	Dr. Rajesh Kr. Chaurasia
14.	Pol. Science	Dr. Manisha Misra
15.	Psychology	Dr. Ved Prakash Rawat
16.	Sanskrit	Dr. B. Bhattacharya
17.	Sociology	Dr. Vibha Singh
18.	Urdu	Dr. Laeeq Ahmad

All the members of IQAC and Department-in-Charge will also be the members of the committee.

16. The affiliating university (Banaras Hindu University) be requested to initiate the process of Programme Outcome, Course Outcome and Programme Specific Outcome for all the courses running in the college, so that Learning outcome based curriculum is developed as required by NAAC/UGC.

Principal/Chairperson, IQAC

Coordinator, IQAC