### **First Circular** 2019-20

Date 16 May, 2019

Meeting of IQAC (Internal Quality Assurance Cell) is re schedule on 22 May, 2019.

Date.... 22 May 2019

Time.....3:30 p.m.

Venue... Principal Office RKG Educational College, Lucknow

#### Agenda

@Reformation of IQAC, its Mission, Vision and Functioning.

Sincerely

(Mr. Manoj Kumar) Co-ordinator of IQAC

1. Dr.D.D.Shukla (Principal) 2. Dr.Nishtha Shukla (HOD)

3. Mr.R.K.Shukla (Assistant Professor)

4. Dr Ram Babu (Assistant Professor)

5. Mrs Rashmi Tripathi (Assistant Professor)

6. Dr. Abha Sharma (Assistant Professor)

7. Ms.Neeraj (Assistant Professor) News 8. Mr.Manoj Kumar (Assistant Professor)

10. Mr. Rahul Verma (Member of Management Committee)

11. Mrs. Monica Seth (Non Teaching Staff)

12. Mr. Aroon Kumar Shukla (Student) Aroon Ky

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13. Ms. Payal Mishra (Alumni) Rayal -

Sincerely

(Mr. Manoj Kumar)

Co-ordinator of IQAC

## First Meeting 2019-20

Date..22 May,2019

#### Agenda

@Reformation of IQAC, its mission, vision and functioning.

#### Minutes of meeting...

1- Members of IQAC decided they are as follows....

Name of Members	Designation	
Dr. Nishtha Shukla (HOD)	In-charge	
Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	
Dr Abha Sharma (Assistant Professor)	Member	
Mr. Rahul Verma ( Member of Management Committee)	Member	
Mrs. Monica Seth ( Non Teaching Staff)	Member Jul.	
Mr. Aroon Kumar Shukla (Student)	Member	
Ms. Payal Mishra (Alumni)	Member '	
	Dr. Nishtha Shukla (HOD)  Mr. Manoj Kumar (Assistant Professor)  Dr Abha Sharma (Assistant Professor)  Mr. Rahul Verma ( Member of Management Committee)  Mrs. Monica Seth ( Non Teaching Staff)  Mr. Aroon Kumar Shukla (Student)	

#### 2. Mission of IQAC

- To access, plan, implement and evaluate the progressive growth of the B.Ed. department
- To facilitate improved learning experiences to the teacher trainees.
- To suggest measure for enchaining the quality of education being imparted in the institution.
- To promote greater participation in curricular and co-curricular activities aimed at development of wholesome personality of the students and inculcation of the core values of the institution.
- To introduce greater accountability towards all the concerned stakeholders.

#### Vision of IQAC:-

 The IQAC is established in B.Ed. department, RKG Educational College as a measure for ensuring quality sustenance and enhancement and channelizing the growth of the department in a constructive and progressive manner.

1. Dr.D.D.Shukla (Principal) & Difference

2.Dr.Nishtha Shukla (HOD)

3.Mr.R.K.Shukla (Assistant Professor)

4.Dr Ram Babu (Assistant Professor)

5.Mrs Rashmi Tripathi (Assistant Professor) (

6.Dr. Abha Sharma (Assistant Professor)

7.Ms.Neeraj (Assistant Professor)

8.Mr.Manoj Kumar (Assistant Professor)

9.Ms..Mainka (Assistant Professor)

9.Ms..Mainka (Assistant Professor) Mainka (10.Mr. Rahul Verma (Member of Management Committee)

11.Mrs. Monica Seth (Non Teaching Staff)

12.Mr. Aroon Kumar Shukla (Student) Acont by

13.Ms. Payal Mishra (Alumni)

Sincerely

### Second Circular 2019-20

Date:04 June,2019

Meeting of IQAC is scheduled on 10June,2019.

Date: 10June 2019 .

Time:3:30pm

Venue: HOD Office

RKG Educational College Lucknow

#### **AGENDA**

@ Preparation before starting new session of Semester 1st & Semester 3rd.

Sincerely

(Mr. Manoj Kumar) Co -ordinator of IQAC

Regards for information of IQAC members...

Sr.No.	Name of Members	Designation	Signature
1	Dr. Nishtha Shukla (HOD)	In-charge	Ash
2	Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	Mamorker
3	Dr Abha Sharma (Assistant Professor)	Member	fol
4	Mr. Rahul Verma ( Member of Management Committee)	Member	Sol
5	Mrs. Monica Seth ( Non Teaching Staff)	Member	JW.
6	Mr. Aroon Kumar Shukla (Student)	Member	Locon ky
7	Ms. Payal Mishra (Alumni)	Member	Payail-

Sincerely

## Second Meeting 2019-20

Date: 10June 2019

#### AGENDA ..

@ Preparation before starting new session of Semester 1st & Semester 3rd.

# Minutes of meeting...

- Recruitment of new faculty members
- Prepare Academic Calendar
- Prepare Time Table
- Prepare farewell programm for semester 4rth
- Prepare Orientation Programme for semester 1st.
- Assigning responsibility for editing text accompanying action.
- Making the presentations of the course more interesting.
- Complete the syllabus within the stipulated time.
- Speedy handling of the complainant.

Maintain the Library.

Members of IQAC

Sr.No.	Name of Members	Designation	Signature
1	Dr. Nishtha Shukla (HOD)	In-charge	ash
2	Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	Marrites
3	Dr Abha Sharma (Assistant Professor)	Member	the
4	Mr. Rahul Verma ( Member of Management Committee)	Member	Lee
5	Mrs. Monica Seth ( Non Teaching Staff)	Member	My.
6	Mr. Aroon Kumar Shukla (Student)	Member	Avisonhi
7	Ms. Payal Mishra (Alumni)	Member	Payal_

Sincerely

### Third Circular 2019-20

Date: 04Nov,2019

Meeting of IQAC is scheduled on 12 Nov,2019.

Date.... 12 Nov. 2019

Time... 3:30pm

Venue... HOD Office, RKG Educational College Lucknow

### AGENDA

- Review and check completed tasks during session.
- · Discussion on the observation of regular teachers

Sincerely

(Mr. Manoj Kumar) Co -ordinator of IQAC

Regards for information of IQAC members...

Sr.No.	Name of Members	Designation	Signature
1	Dr. Nishtha Shukla (HOD)	In-charge	ASh
2	Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	Manoj tro
3	Dr Abha Sharma (Assistant Professor)	Member	Are
4	Mr. Rahul Verma ( Member of Management Committee)	Member	Sel
5	Mrs. Monica Seth (Non Teaching Staff)	Member	IM.
6	Mr. Aroon Kumar Shukla (Student)	Member	Astoonly
7	Ms. Payal Mishra (Alumni)	Member	Payal-
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Sincerely

(Mr. Manoj Kumar)

Co -ordinator of IQAC

## **Third Meeting** 2019-20

Date: 12 Nov, 2019

### **AGENDA**

- Review and check completed tasks during session.
- Discussion on the observation of regular teachers

Minutes of meeting:-

 All the academic and co curricular activities were conducted successfully by Pupil Teachers and Teacher Educators.

## Members of IQAC

Sr.No.	Name of Members	Designation	Signature
1	Dr. Nishtha Shukla (HOD)	In-charge	Agh
2	Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	Marrojara
3	Dr Abha Sharma (Assistant Professor)	Member	kl
4	Mr. Rahul Verma ( Member of Management Committee)	Member	del
5	Mrs. Monica Seth ( Non Teaching Staff)	Member	Swe
6	Mr. Aroon Kumar Shukla (Student)	Member	Aorean W
7	Ms. Payal Mishra (Alumni)	Member	Royal-

Sincerely

## Forth Circular 2019-20

Date: 04January,2020

Meeting of IQAC is scheduled on 09 January, 2020.

Date....09January, 2020

Time... 3:30pm

Venue... HOD Office

RKG Educational College Lucknow

### **AGENDA**

@ Review and check of merits and demerits of tasks after end of session.

Sincerely

(Mr. Manoj Kumar) Co -ordinator of IQAC

Regards for information of IQAC members...

	Regards for information of	Designation	Signature
Sr.No.	Name of Members	Designation	111
Sr.No.		In-charge	Agu.
1	Dr. Nishtha Shukla (HOD)	Co -ordinator	phonospica
2	Mr. Manoj Kumar (Assistant Professor)		hh
3	Dr Abha Sharma (Assistant Professor)	Member	700
3		Member	de
4	Mr. Rahul Verma ( Member of Management Committee)		100
	( Member of Man Teaching Staff)	Member	Ja.
5	Mrs. Monica Seth ( Non Teaching Staff)	Member	Asroon Kr
6	Mr. Aroon Kumar Shukla (Student)		layal-
-		Member	*ayac-
7	Ms. Payal Mishra (Alumni)		

Sincerely

# Forth Meeting 2019-20

Date: 09January, 2020

## AGENDA

@ Review and check of merits and demerits of tasks after end of session.

### Minutes of meeting:-

Teachers should compulsory make use to PPTs in class.

Workshop to be organised for pupil teachers in the coming session.

Members of IQAC

Sr.No.	Name of Members	Designation	Signature
1	Dr. Nishtha Shukla (HOD)	In-charge	Blu
2	Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	Marrater
3	Dr Abha Sharma (Assistant Professor)	Member	Ah.
4	Mr. Rahul Verma ( Member of Management Committee)	Member	Lol.
5	Mrs. Monica Seth ( Non Teaching Staff)	Member	My.
6	Mr. Aroon Kumar Shukla (Student)	Member	ASTOON KEY
7	Ms. Payal Mishra (Alumni)	Member	Layal_

Sincerely

# Fifth Circular 2019-20

Date: 04May,2020

Meeting of IQAC is scheduled on 12May,2020.

Date...12 May 2020

Time... 3:30pm

Venue... HOD Office

RKG Educational College Lucknow

## AGENDA

@ Review and Feedback .

Sincerely

(Mr. Manoj Kumar) Co -ordinator of IQAC

Regards for information of IQAC members...

Sr.No.	Name of Members	Designation	Signature
1	Dr. Nishtha Shukla (HOD)	In-charge	ash
2	Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	Marione
3	Dr Abha Sharma (Assistant Professor)	Member	Ad
4	Mr. Rahul Verma ( Member of Management Committee)	Member	Lel
5	Mrs. Monica Seth ( Non Teaching Staff)	Member	Jw.
6	Mr. Aroon Kumar Shukla (Student)	Member	ADCOOK KI
7	Ms. Payal Mishra (Alumni)	Member	Sayal

Sincerely

# Fifth Meeting 2019-20

### **AGENDA**

Date: 12May,2020

@ Review and Feedback .

# Minutes of meeting

Feedback by the students was satisfactory about college and faculty members. Satisfactory completion of all works according academic calendar.

Members of IOAC

Sr.No.	Name of Members	Designation	Signature
1	Dr. Nishtha Shukla (HOD)	In-charge	Abla
2	Mr. Manoj Kumar (Assistant Professor)	Co -ordinator	panopos
3	Dr Abha Sharma (Assistant Professor)	Member	ful
4	Mr. Rahul Verma ( Member of Management Committee)	Member	Sal
5	Mrs. Monica Seth ( Non Teaching Staff)	Member	SM.
6	Mr. Aroon Kumar Shukla (Student)	Member	Aowon h
7	Ms. Payal Mishra (Alumni)	Member	Sorgal-

Sincerely

to mosto a (Mr. Manoj Kumar)

Co -ordinator of IQAC