

VEDIC KANYA P.G. COLLEGE RAJA PARK, JAIPUR

Internal Quality Assurance Cell (Session 2023-24)

Objective of the IOAC

1. The primary aim is to develop and enhance quality parameters across various activities.
2. Create a healthy learning environment.
3. Enhance students' skills through basic skill development courses such as English speaking, Tally, computer proficiency, communication enhancement, etc.
4. Focus on the continuous professional development (CPD) of faculty members through regular participation in seminars, conferences, and other professional activities.
5. Promote a culture of quality in the college by enriching students not only academically but also in values needed to become good human beings and responsible citizens.

Meetings Held During the Year 2023-24

1. July 28, 2023
2. August 24, 2023
3. October 30, 2023
4. January 27, 2024

Activities Conducted

1. Conducted a one-day **conference** on February 28, 2024, on the topic: *Carbon Footprint and Climate Change*.
2. Held a **training session on Research Methodology** on January 30, 2024.
3. Organized "**Encouragement to Entrepreneurship**" sessions on Beauty Culture (September 16, 2023) and Interior Designing (December 19, 2023).
4. Provided training in basic **English speaking and computer proficiency** to enhance students' placement opportunities.
5. Celebrated National **Sports Day** with a week-long sports program aimed at **enhancing students' interest in sports**.
6. Increased **student engagement** by recognizing and awarding them for their efficient participation.
7. Inspired students to expand their knowledge through regular **participation** in conferences and events, both within and outside the college.

8. Encouraged regular **CPD** (Continuous Professional Development) for faculty members, emphasizing their involvement in research activities.
9. Increased the usage of **A/V rooms** and promoted excursions and practical academic training in various fields.
10. Organized a campus **placement** drive.
11. Hosted an **Alumni** Meet on the college campus.

Meeting held on 28/07/2023

Minutes of the Meeting held on 28th July 2023

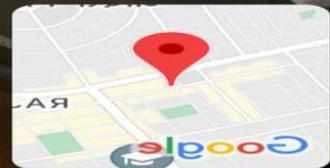
1. The meeting was initiated to discuss the formation of the IQAC Committee.
2. A briefing of the members was conducted by Principal Dr. Latika Jha to provide knowledge about the aims and objectives of the IQAC.
3. Members discussed the plan of action for the IQAC for the academic year 2023-24.
4. Members also discussed the preparation of the Academic Calendar for the year 2023-24, suggesting various activities to be conducted during the session.
5. Implementation of new courses in MSME and Yoga was proposed.
6. Recognizing that English is an international language, VKM comprises a majority of students from rural backgrounds who may not have the opportunity to speak English. Thus, the college plans to initiate an English-speaking course for every student. This will enhance their confidence and prepare them for future endeavors.
7. Members also suggested starting computer proficiency courses in every stream and for every year, so that students can understand and learn basic computer skills.
8. To enhance the personalities of our students, members suggested celebrating a one-week sports event to commemorate National Sports Day. Sports activities always teach students ethics, values, discipline, and a sense of mutual trust. The NSS and IQAC departments have planned to celebrate this one-week sports event.
9. The Principal and members appreciated the regular work of the NCC, NSS, and cultural committees and recommended the regular celebration of events as per the Academic Calendar.
10. The Principal suggested recreational activities for the faculty members as well, so that they do not experience stress from monotony.



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Meeting held on 24/08/2023

Minutes of the Meeting held on 24th August 2023

1. This meeting was chaired by the Secretary of the College, Dr. Anirudh Sahani, and Principal, Dr. Latika Jha. They suggested various development and quality parameters for the academic activities of the college.
2. They emphasized the importance of CPD (Continuous Professional Development) and encouraged every faculty member to attend FDPs, refresher courses, conferences, etc., for their professional enhancement.
3. They suggested not only attending conferences or workshops but also organizing them on the college premises. They focused on the upskilling of faculty members along with quality improvement in the college.
4. They emphasized the development of the Annual Quality Assurance Report (AQAR) and suggested new initiatives for every criterion.
5. In this meeting, they focused on teaching-learning aids and suggested that, along with traditional methods, faculty should also focus on the latest teaching techniques. They emphasized the usage of A/V rooms, demonstration methods, projector-based learning, etc.
6. The IQAC Coordinator suggested starting a workshop on entrepreneurship to help our girls become aware of starting their own businesses and becoming self-reliant. Committee members have also planned to initiate this workshop in the coming days.
7. Career options and opportunities for our girls are always a prime objective for VKM. Successful development requires a lot of discipline, effort, and self-management skills. Thus, to teach basic life skills to our students, the committee has planned to conduct skill enhancement lectures that will guide them to lead a self-managed and stress-free life.
8. To enrich the sports spirit, participation in sports tournaments and competitions was also suggested.





Meeting held on 30/10/2023

Minutes of the Meeting held on 30th October 2023

1. Committee members have planned to focus on the changes brought about in the education system by NEP 2020. Principal Dr. Latika Jha suggested that faculty members stay updated with these changes, undergo training, and strive to be competent in their teaching.
2. During this meeting, it was emphasized that conferences are an essential part of the students' learning process. Members decided to encourage students to participate in conferences with great enthusiasm.
3. Along with academics, co-curricular activities are essential in the learning process. To strengthen leadership qualities and enhance students' personalities, members decided to encourage student representatives to play their roles effectively.
4. Different clubs have been initiated by the members. These clubs will aim to provide cohesive and integrated personality development for our students. Students will be encouraged to participate in events both within and outside the college.
5. Members have also focused on time management and suggested that, alongside various co-curricular activities, academics should take priority. They emphasized that all faculty should complete the syllabus before the midterm exams, and the team also focused on ensuring regularity and discipline among students.
6. Inter-college activities are planned, and the team has decided to work on them soon, keeping the mid-term examinations in mind.
7. The Principal urged the members to prepare for the examinations and undertake the necessary activities.





Meeting held on 27/01/2024

Minutes of the Meeting held on 27th January 2024

1. The Principal and committee members have planned to conduct a conference in the coming months. The committee has decided on the topic of “Carbon Footprint and Climate Change,” and it is tentatively planned to conduct the conference on Science Day, 28th February 2024.
2. Members decided to encourage 2nd and 3rd-year students to come to the college for doubt sessions to prepare themselves for the exams.
3. The IQAC coordinator suggested a training session on research, and the committee agreed to conduct it in the same month.
4. The Principal has instructed the coordinators to gather complete details of the alumni and create WhatsApp groups for alumni students based on their graduating sessions.
5. The Principal and committee members also planned to prepare for the upcoming examinations for 2nd and 3rd-year students, as well as the midterm exams for 2nd-semester students.





Outcome for the Session 2023-24

1. Improvement in the academic structure as per the guidelines of the NEP.
2. Designed and initiated an English-speaking course aimed at enhancing students' communication skills and confidence, integrating it into the academic curriculum for all students.
3. Conducted an alumni meet.
4. Ensured the participation of all faculty members in FDPs (Faculty Development Programs), refresher courses, or conferences to enhance their professional skills.
5. Planned and organized workshops and conferences within the college premises, focusing on up skilling and the professional development of faculty members.
6. Utilized A/V rooms, projectors, and demonstration methods in addition to traditional teaching approaches.
7. Encouraged students to participate in various sports and cultural activities.
8. Initiated entrepreneurship programs.
9. Created awareness and took measures for protecting the environment.
10. Organized campus placements.

Plan of Action for 2024-25

1. Establish collaborations with industries and academic institutions for joint research work (symposiums, conferences, workshops, etc.).
2. Conduct various workshops focused on students' growth.
3. Organize annual alumni meets for networking and knowledge sharing.
4. Focus on promoting sports activities.
5. Encourage faculty members to engage in continuous professional development (CPD).
6. Emphasize skill development initiatives.