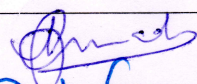
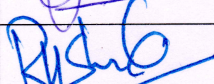
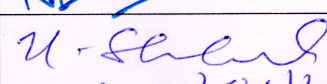
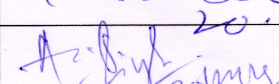
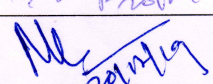

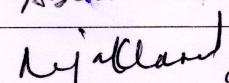
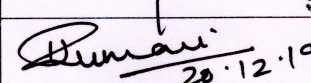
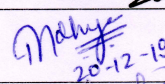
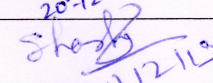


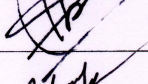


**Mrs. KMPM Vocational College, Jamshedpur**

**Attendance Sheet of IQAC Meeting**

**Date : 20<sup>th</sup> December 2019**

**Venue : DM Madan Bhawan, J-Road, Bistupur**

Name of Members	Designation/Area	Signature
Mrs. Ruchi Narendran	Managing Trustee, JEM Foundation	Absent
Mr. A.F.Madon	Administrator JEM Foundation	
Dr. Rajesh Shukla	UR Nominated by VC, KU	
Dr. Usha Shukla	Educationist	
Dr. Avinash Kumar	University Nodal Officer, AISHE <i>Asst. Prof. - Hindi Dept, JWC</i>	
X Sri M.K. Mishra	Dy. Registrar, Nodal Officer IQAC, KU	
Mr. Arvind Sinha	Member from Corporate	Absent
Dr. Rama Subhramaniam	Educationist	Absent
Mrs. Vidya Battiwala	<del>TQMS</del> (TBE & G) <i>Tata Business Excellence Group</i>	
SDO	Local Administration	Absent
Mrs. Meeta Jakhanwal	Principal, Mrs.KMPM VC	
Mrs. Reeta Kumari	Academic Coordinator	
Mrs. Mala Mandhyan	NAAC Coordinator	
Mrs. Shashi Kiran Devi	NSS PO	
Mr. Utpal Chakraborty	Teachers' Representative, Mrs. KMPMVC	
Mr. Jiju Thomas	Administration JEM Foundation	
Mr. Bijaynand Harpal	Administration Mrs. KMPM VC	
Mr. Deepak Kumar	Administration Mrs. KMPM VC	
Mr. Sunil Kumar	Representative, Alumni Association	

# Mrs. K.M.P.M Vocational College

Bistupur, Jamshedpur

## Minutes of IQAC Meeting- 12/18-19

Date: 20/12/2019

Time: 11.00 am

Venue-KMPMVC, J Road Campus

### Members Present-

1. Mr. A. F. Madon – Administrator, JEM Foundation
2. Dr. Rajesh Shukla – UR nominated by VC, KU
3. Dr. Usha Shukla – Educationist
4. Mr. M. K. Mishra – Dy. Registrar, Nodal Officer IQAC, KU
5. Dr. Avinash Kumar Singh – Associate Professor, Hindi Department, JWC
6. Ms. Vidhya Battiwala - TQMS
7. Ms. Meeta Jakhanwal – Principal *MJ*
8. Ms. Reeta Kumari – Academic Co-ordinator *Reeta Kumari*
9. Ms. Mala Mandhyan – NAAC & IQAC co-ordinator *M Mandhyan*
10. Dr. Utpal Chakraborty – Teachers Representative *U Chakraborty*
11. Mrs. Shashi Kiran Devi – NSS PO
12. Mr. Jiju Thomas – Administration JEM Foundation
13. Mr. Bijaynand Harpal – Administration Mrs. KMPMVC *Bijaynand Harpal*
14. Mr. Deepak Kumar - Administration Mrs. KMPMVC

### Members absent-

1. Mrs. Ruchi Narendran – Managing Trustee JEM Foundation
2. Mr. Arvind Sinha – Member from Corporate
3. Dr. Rama Subramaniam – Educationist
4. SDO – Local Administration.

The following points were discussed:

SL.No	Minutes of Meeting	Action by
	<b>PROGRESS/PLAN</b>	
1	The Principal Mrs. Meeta Jakhanwal welcomed all the members of the IQAC. She introduced Mr. M. K. Mishra, Dy Registrar who has been nominated as the IQAC Coordinator of Kolhan University.	
2	<p>She informed the members about the following:</p> <ol style="list-style-type: none"> <li>1. ISO audit surveillance was conducted on 21<sup>st</sup> Nov 2019.</li> <li>2. MoU signed with Adityapur Auto Cluster for the job training of the students.</li> <li>3. The placements &amp; higher studies of our pass out students.</li> <li>4. Preeti Suman of B. Sc. EWM as the University topper for session 2016-19.</li> <li>5. Results of all the department.</li> <li>6. Various Scholarships being granted to our students.</li> <li>7. Activities of NSS &amp; Rotaract Club.</li> <li>8. Our strategies to improve admissions in various departments.</li> <li>9. KMPM Fest- TALENTYM organised from 21<sup>st</sup> of November to 23<sup>rd</sup> of November.</li> <li>10. WIPRO to conduct pool interview in our campus in January 2020.</li> </ol>	
3	<p>Mr. M. K. Mishra said that -</p> <ol style="list-style-type: none"> <li>1. NOC is not required from KU for IGNOU centre.</li> <li>2. 12 (b) &amp; (12f) form to be sent to University.</li> <li>2. Seminar to be organised in collaboration with other colleges.</li> <li>3. Scholarships provided should be presented with the names of the student.</li> <li>4. He advised that appointments letters given to the</li> </ol>	

	<p>selected students by various companies after campus selection must be filed for future reference.</p> <ol style="list-style-type: none"> <li>5. To prepare month wise annual calendar.</li> <li>6. To keep track record of our alumni.</li> <li>7. He also said that B.Sc. EWM is a unique course and has got good job opportunities so it should be advertised properly.</li> <li>8. He also suggested to take feedback of counselling sessions taken by our staff.</li> </ol>	
4	<p>Dr. Avinash Kumar suggested -</p> <ol style="list-style-type: none"> <li>1. Higher studies should be mentioned department wise.</li> <li>2. The college should take the help of local media to advertise about the achievements of the college.</li> </ol>	
5	<p>Dr. Rajesh Shukla suggested -</p> <ol style="list-style-type: none"> <li>1. To organise press conference for before admissions.</li> <li>2. Display of e-pamphlets in local theatres during interval.</li> </ol>	
6	<p>Mrs. Vidya Battiwala suggested –</p> <ol style="list-style-type: none"> <li>1. To use instagram Fb page to use for advertisements.</li> <li>2. To send her e-pamphlets for the circulation of the same in Watts app group of Principals of different schools.</li> </ol>	
7	<p>Mrs.Usha Shukla suggested-</p> <ol style="list-style-type: none"> <li>1. To give information about PGs for boys &amp; girls on the application form.</li> <li>2. To document the aid provided by our college students to the local administration for the conduct of Lok Sabha elections held on 7<sup>th</sup> Dec. 2019.</li> </ol>	