

Minutes of the meeting of IQAC held on 7th June, 2020 at 11.00 a.m.

- 1) The Principal Dr. Reshma A. Vaja addressed the meeting and welcomed all the members for the meeting of IQAC. The minutes of the last meeting held on 24^h March, 2020 were read and confirmed. The Principal discussed about the Online Examination and congratulated the members for its successful completion.
- 2) The IQAC Coordinator discussed about the Online lecture mode, use of various social media for communicating with the students and teachers during the pandemic period as always physical communication were not possible.
- 3) It was also suggested by the IQAC Coordinator to use various freely available Learning Management System like Google Meet, Zoom, Google Classroom, Edmodo, Mentimeter for teaching purpose and google drive to be used for storing all information that can be accessed online.
- 4) The Principal suggested that all admission procedure for second and third year students will be carried out online and fee payment can be done by NEFT
- 5) The IQAC Coordinator proposed to purchase software to conduct online Examinations.
- 6) The IQAC Coordinator Dr. Sweta R Kumar proposed the vote of Thanks for the meeting.

Action Taken Report

- Admissions were done online for second and third year of all the streams.
- Teachers were informed to use Google Meet and Zoom to conduct online lectures.
- Testmoz software was purchased for conducting online examination.