



AKLANK COLLEGE OF EDUCATION

Basant Vihar, Kota, Rajasthan

Ref : ACE /2025/Order NAAC/2055

Date: 28/03/2025

OFFICE ORDER

This is to inform you that a meeting of all staff members will be held at sudha kalash on 29th March 2025 at 11:30 P.M.

The agenda is as follows-

1. Review the status of Alumni Association
2. Review the status of NSS
3. Finalization of Core values.
4. Review of Mentor – mentee reports.
5. review of Course file.

All are requested to attend the same.

(Dr. Pinky Shrivastava)

NAAC Coordinator

Copy –

1. Office of the President and Secretary for information,
2. Principal, AkLank college of Education
3. Guard file for record

Points of discussion in the meeting:

1. Coordinator welcomed all the members and explained the agenda of the meeting.
2. Discussed the minutes of previous meeting.
3. Review the status of Alumni Association.
4. Review the status of NSS.
5. Finalization of Core values.
6. Review of Mentor - Mentee report.
7. Review of Course file.

Resolutions:

Agenda Point	Resolutions	Responsible Person	Target Timeline	Remarks
1.	Welcome the members of staff council	Coordinator	Closed in the meeting	
2.	Discussed the minutes of previous meeting.	coordinator	Closed in the meeting	
3.	Review the status of Alumni association	Coordinator	20 days	Regular check by coordinator
4.	Review the status of NSS	Coordinator	15 days	Regular check by coordinator
5.	Finalization of Core value of the Institution.	Coordinator	10 days	Regular discussion by coordinator
6.	Review of Mentor - Mentee report.	Coordinator	15 days	Regular discussion among the all staff members
7.	Review of Course file	Coordinator	15 days	Regular discussion by coordinator among the all staff members

Minutes Submitted By:


 (Dr. Pinky Shrivastava)
 NAAC Coordinator



AKLANK COLLEGE OF EDUCATION

Basant Vihar, Kota, Rajasthan

MINUTES OF MEETING

Date- 29th March 2025

Time – 11:30 to 4:00 P.M.

Venue- Sudha Kalash (ACE)

Following members attended the meeting:

S.No.	Members	Designation	Signature
1.	Shri Peeyush Jain (President)	Chair Person	
2.	Mrs. Priyanka Malik	Assistant Professor	
3.	Dr. Pinky Shrivastava	Assistant Professor	
4.	Mrs. Namrata Jain	Assistant Professor	
5.	Dr. Laxmi Khandelwal	Assistant Professor	
6.	Dr. Kiran Gupta	Assistant Professor	
7.	Mr. Yogesh Sharma	Assistant Professor	
8.	Dr. Misha Sharma	Assistant Professor	
9.	Dr. Indubala Sharma	Assistant Professor	
10.	Dr. Ruchi Jain	Assistant Professor	
11.	Dr. Ranjana Gupta	Assistant professor	
12.	Dr. Sunayana Gangele	Assistant Professor	
13.	Mrs. Kusum Sharma	Assistant Professor	
14.	Mr. Krishna Kanhaiya Goswami	Assistant Professor	
15.	Mrs. Sumita Kapoor	Assistant Professor	
16.	Mrs. Babita Pathak	Assistant Professor	
17.	Dr. Sonal	Assistant professor	
18.	Mrs. Geeta Rathore	Assistant Professor	
19.	Ms. Divya Vijay	Assistant Professor	
20.	Dr. Pritima Vayas	Librarian	

Following members were absent in the meeting:

S.No.	Members	Designation
1.	Ms. Sarita Jain	Assistant Professor
2.	Dr. Rashmi Priyadarshani	Assistant Professor