

IQAC Minutes of Meeting Dated 03/09/2021

- 1. Meeting of IQAC was scheduled on 03/09/2021 at 4.30 PM in the Board Room under the Chairmanship of Hon'ble President, Prof. (Dr.) H P Singh VSM

Chairman-

Prof. (Dr.) H P Singh VSM

Members Present-

Dr. Arun Kumar Singh, Director IQAC

Handwritten signature and date: 09/09/2021

Col. Sanjiv Banerjee (Retd.), Registrar

Dr. Shweta Jain, Dean IBS

Handwritten signature

Dr. A K Saini, Associate Dean, ICFAI Tech School

Handwritten signature and date: 03/09/2021

Dr. Archana Rathore, Associate Dean, IBS

Handwritten signature

Dr. Priyanka Jain

Handwritten signature and date: 08/09/2021

Dr. Vidhu K. Mathur

Handwritten signature

Dr. Rana Mukherjee

Handwritten signature

Dr. Pramod Kumar Arya

Handwritten signature

Ms. Monika Yadav

Handwritten signature

Mr. Ved Prakash

Handwritten signature

- 2. The meeting commenced with the welcome of Hon'ble President Prof. (Dr.) H. P. Singh V.S.M and Members of IQAC. Hon'ble President addressed the committee and expressed that each criterion in-charge should have the ownership and responsibility pertaining to criterion allotted to him/her. Each criterion in-charge should have time allocation for various activities to be complied with.
- 3. Each criterion In-charge deliberated upon the work done till then, problems faced by them, whereby, Hon'ble President Sir assured all help and support from the side of the administration and any further external interface required.
- 4. Based on the deliberations at the internal meeting of the IQAC, following decisions were taken-
 - (a) For Criteria 1- Dr. Vidhu Mathur- Compilation of Changes made in various Programs and Courses along with Syllabi has to be completed by September 30th, 2021.

- (b) All the three departments need to submit library requirement of Journals by September, 10th, 2021.
- (c) For Criteria 2- Dr. Shweta Jain- Compilation of data of Table 2.1, 2.1.1, & 2.1.2 would be completed by September 15th, 2021.
- (d) Dr. A K Saini to write to Mr. Satish marking a copy to Mr. Shrikant, regarding Applications received for Admissions for the last 5 years. Request to be made for Original Application Forms of UG Programs of IU Jaipur to be sent to IU Jaipur. Action to be completed by September 15th, 2021.
- (e) Dr. Shweta Jain to request to Dr. Venkat Sir for PG Application Forms to be sent to IU Jaipur. Action to be completed by September 15th, 2021.
- (f) For Criteria 3- Dr. Priyanka Jain and Dr Rana Mukherjee- Compilation of data of Table 3.1 to 3.4 to be completed by September 30th, 2021.
- (g) Policy on Innovation to be prepared by Dr. Vidhu Mathur and Research & IPR Policy to be prepared by Dr. Rana Mukherjee within 10 days of the meeting.
- (h) For Criteria 4- Colonel Sanjeev Banerjee to compile Data pertaining to Table 4.3.1 by 15th September. Sports and Infrastructure related data to be compiled by September 30th, 2021.
- (i) IT Policy to be prepared by Mr. Ved, Senior System Administrator, taking into consideration the best Universities which have been accredited by NAAC and get the policy approved by September 30th, 2021.
- (j) For Criteria 5- Dr. Archana Rathore & Dr. Pramod Arya would prepare the data of Student Activity, Scholarship related Data & Placement Data by October 15th, 2021.
- (k) It was decided that Senior System Administrator will share a standard format of Alumni data collection with Deans of three schools and collate the complete data by September 15th, 2021. Thereafter the issue will be processed for further necessary action.
- (l) Each Department should have Student Council.
- (m) For Criteria 6- Ms. Monika Yadav would compile data by 30th September 2021.
- (n) For Criteria 7- Dr. A K Saini- would submit report of work done by September 30th, 2021 and Audit related issued to be discussed separately with administration.
- (o) A committee to be constituted to recommend renovation work to be undertaken in the present board room so as to give it a modern & aesthetically superior look under the guidance of Dr. Vidhu Mathur.

The meeting ended with vote of thanks to the Chair.


Director IQAC