

## AGENDA FOR IQAC-I

1. Welcome to members of IQAC.
2. Discn on NAAC Report.
3. Discn on Progress of the Course Delivery Plan by the respective faculty for MBA-12 Semester-I and MBA-11 Semester-III.
4. Discn on Performance of Students in University Results.
5. Discn on Industrial Visits.
6. Discn on remedial Classes for weak students.
7. Seminars/Conferences/Live Projects/Panel Discn.
8. Discn on dissemination of information related to quality enhancement in academic activities..
9. Contribution of faculty in Research & Publications.
10. Any other points suggested by the members.

### Minutes of the Meeting held on 30 Sep 2015

1. The Coordinator, IQAC welcomed all the members for the first IQAC Meet.
2. **NAAC Report:** Following recommendation for quality enhancement were made by the NAAC Peer Team:
  - a. Strategic Plan for Institutional growth for next 10 years is to be designed.
  - b. New Degree/Diploma Courses need to be introduced.
  - c. Research/Placement activities to be further strengthened.
  - d. Faculty to be motivated to submit research projects to different funding agencies.
  - e. Collaboration/Linkages to be developed with leading academic Institutions/Industry.
  - f. Linkages to be developed with alumni more effectively.
  - g. Students to be involved in Placement activities more effectively.
  - h. Faculty to be appointed/promoted as per UGC Guidelines.
  - i. Faculty to be paid as per UGC scales.
  - j. Incubation Centre to be established for promotion of Entrepreneurship Cell.
3. **Progress of the Course Delivery Plan:** Before the commencement of semesters (I & III), Course Delivery Plans were shared by the respective faculty members. A progress on the same activity was done and certain deviations in CDP were reviewed.
4. **Performance of Students in University Results:** The University results of MBA-10 and MBA-11 batch analysed and discussed. Various modalities for improvement also discussed.
5. **Industrial Visits:** Students of MBA-11 Batch had visited Somany Tiles, Parag Dairy, Mother Dairy and National Small Industrial Corporation (NSIC) along with faculty members. An alumni meet was organized on 05 Sep 2015 to reestablish contacts with FOMS alumni.
6. **Remedial Classes for Weak Students:** Programme Co-ordinator of MBA-12 batch had scheduled workshops of different subjects for students in small groups to facilitate better conceptual clarity among them.
7. **Seminars/Conferences/Live Projects/Panel Discn.:** Professional Development Programme for Non-Teaching staff was conducted from 15-17 July 2015. A workshop on B-Plan was conducted by Prof (Dr.) Sanjiv Mittal, Dean, USMS, GGSIP University on 19 Sep 2015.
8. **Dissemination of Information:** Mentor-Mentee system is being institutionalized wherein the faculty mentor clarifies doubts of students, maps their career and fulfills expectations. An anti ragging committee has been formed as a proactive measure to create cohesive environment between senior and junior students. A total of fifteen clubs and committees have been formed wherein students take lead role to initiate various activities in their respective clubs & committees.
9. **Contribution of faculty in Research & Publications:** Importance of Research and Publication has been given a great emphasis and it plays a prominent role in the faculty appraisal process.

*Sanjiv*

10. Misc. points:

- a. **EDP:** Director told faculty members to explore the possibilities of conducting Executive Development Programme for Army Officers and DGR programmes.
- b. **Hostel Warden:** A faculty member was performing the duties of Hostel Warden. But it was decided to recruit a full time hostel warden.

1. Chairperson : \_\_\_\_\_  
(Dr. Pawan Gupta)  
Director
2. Coordinator : \_\_\_\_\_  
(Prof Mohd. Yaseen Khan)  
Coordinator
3. Member : \_\_\_\_\_  
(Mr. M.A. Mateen)  
Sr. Vice President- Finance,  
British Paints
4. Member : \_\_\_\_\_  
(Col JP Singh, (Retd))  
Addl. Dir, AWES, HQ-Delhi Area
5. Member : \_\_\_\_\_  
(Col. YPS Wadhwa (Retd.))  
Registrar, AIE
6. Member : \_\_\_\_\_  
(Col. D.K. Salwan (Retd))  
President – RWA, AWHO
7. Member : \_\_\_\_\_  
(Col. Devinder Chotani (Retd.))  
Registrar, AIMT
8. Member : \_\_\_\_\_  
(Dr. Shruti Gupta)  
Assoc Professor
9. Member : \_\_\_\_\_  
(Prof. Shikha Bhardwaj)  
Asst Professor
10. Member : \_\_\_\_\_  
(Prof. Rahul Verma)  
Asst Professor
11. Member : \_\_\_\_\_  
(Mr. Bitopan Sarmah)  
Corporate Relation Officer
12. Member : \_\_\_\_\_  
(Mr. Navin Kaul)  
President- Delhi Chapter  
AIMT Alumni
13. Member : \_\_\_\_\_  
(Ms. Sheetal Singh)  
Batch Representative, MBA12 Batch