

# TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC Accredited Grade "A" Institute

Date: 22.06.2018

## Minutes of Meeting

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 22<sup>nd</sup> June 2018 at 2:30 PM in the Conference Hall, TIAS.

### Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Mr. Ishan Taneja, MD/CEO, UAS International, New Delhi	Member
Dr. Anmol Arora, Medical Director, AIRSR	Member
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Prof. Rajesh Bajaj, Professor, MBA	Member
Dr. Sandeep Kumar, Professor & HoD MBA	Member
Dr. Vishal Khatri, Professor & HoD MCA	Member
Dr. Namita Mishra, Associate Professor, BBA & Head-Student Welfare Committee	Member
Dr. Nidhi Gupta, Associate Professor, BBA & Head-IIC	Member
Dr. Varun Kumar, Assistant Professor, MBA	Member
Dr. Nivedita, Head-T& P Cell	Member
Ms. Ashwinder Kaur, English Faculty, Studymate, Hindustan Times Learning Center	Member
Ms. Dimple Uppal, MBA (2016-18)	Member
Dr. Ajay Pratap Singh, Associate Professor, MBA	IQAC Coordinator

- Agenda 1 : To approve the minutes of meeting held on 16.03.2018**  
Members of the house noted and approved the minutes of IQAC meeting held on 16.03.2018.
- Agenda 2 : To appraise the members about the status of action taken on minutes of meeting of IQAC held on 16.03.2018**
- (a) Agenda 03 : Conference**  
Report of National Conference held on 17.03.2018 was shared with the members of IQAC over which they showed their satisfaction.
- Agenda 3 : Outcome based on plan of action by IQAC.**  
The outcome achieved at the end of academic session 2017-18 for the plan of action chalked out by IQAC during the beginning of academic session 2017-18 was put forth to the house. Reference of IQAC Minutes of Meeting dated 16.12.2017 and 16.03.2018 was made in this regard. After discussion, it was approved.
- Agenda 04 : Plan of Action by IQAC**  
Following plan of action by the IQAC for Academic Session 2018-19 was put up to the house and the same was approved after discussion:
- More practical exposure to students through Case studies, review on contemporary trends/issues/events Journal Reviews/News reviews based assignments.
  - Open interactive session of senior batch students with all Faculty members, administrative officer, Heads/Incharges of various committees/Cell, Head of the Department and Director of the institute to facilitate better understanding of the

expectations of the students and review of the departmental academics and administration.

- iii. Encouragement of Faculty to enrol themselves for SWAYAM Courses.
- iv. Enrichment of the Curriculum.
- v. Execution of co-curricular and extracurricular activities under various clubs
- vi. Promote digitization

- Agenda 05 : Feedback Analysis**  
Feedback analysis of students (Course wise), parents, alumni & students satisfaction survey was presented. A thorough discussion took place on each of the feedback analysis and action taken. Members showed their satisfaction on the structured mechanism.
- Agenda 06 : Academic Calendar**  
The various curricular and co-curricular & extracurricular activities for the academic session 2017-18 organized by the respective departments, committees and clubs were put forward. The house showed satisfaction.
- Agenda 07 : Result Analysis**  
The result analysis was put up to the members. House showed its satisfaction.
- Agenda 08 : Placements**  
Placement records of MBA, MCA, BBA & BA (J&MC) for academic session 2017-18 was shared with the members. The classes conducted under capabilities enhancement scheme were also discussed. It was also informed to the members of IQAC that more number of undergraduate students have not shown their interest for placements. The members showed their satisfaction.
- Agenda 09 : Library Resources**  
House was appraised that 389 books were procured in the session 2017-18. However, the membership/subscription of LIBSYS, DELNET, J-GATE, British council library & American library have been renewed.
- Agenda 10 : Any other items with the permission of Chair**  
Meeting came to an end *with vote of thanks to the chair* as no other point was there to discuss.

  
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