

# TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC Accredited Grade "A" Institute

Date: 22.06.2019

## Minutes of Meeting

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 22<sup>nd</sup> June 2019 at 2:30 PM in the Conference Hall, TIAS.

### Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson IQAC
Dr. Ajay Pratap Singh, Associate Professor, MBA	Coordinator
Dr. Sandeep Kumar, Professor, MBA	Member
Dr. Vishal Khatri, Professor, MCA	Member
Dr. Vandana Raghava, Professor, BBA	Member
Dr. Varun Kumar, Associate Professor, MBA	Member
Mr. Rahul Mittal, Associate Professor, BA(J&MC)	Member
Ms. Honey Shah, Assistant Professor, BA(J&MC)	Member
Ms. Ruchi Bhalla, Assistant Professor, MBA	Member
Dr. Nivedita, Head-T& P Cell, TIAS	Member
Mr. Pradeep Kumar Palei, MR System, TIAS	Member
Mr. Navneet Mittal, Admin Officer, TIAS	Member
Mr. Ravindra Kumar Mishra, Head-Accountant, TIAS	Member
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Dr. Anmol Arora, Medical Director, AIRSR	Member
Ms. Shefali Verma, Ameriprise Financial, Gurgaon	Member
Ms. Shivani Khandelwal, MBA (2018-20)	Member
Mr. Bipin Kumar, Director, Pertinax Solutions Pvt. Ltd.	Member

- Agenda 01** : To approve the minutes of meeting held on 16.03.2019  
Members of the house noted and approved the minutes of IQAC meeting held on 16.03.2019.
- Agenda 02** : To appraise the members about the status of action taken on minutes of meeting of IQAC held on 16.03.2019
- (a) Agenda 04** : New program\Additional Intake  
Applied for new program i.e. BCA and additional intake of 60 students both shifts in BBA for the coming academic Session 2019-20.
- Agenda 03** : ATR based on plan of action by IQAC.  
The outcome achieved at the end of academic session 2018-19 for the plan of action chalked out by IQAC during the beginning of academic session 2018-19 was put forth to the house. Reference of IQAC Minutes of Meeting dated 22.09.2018, 15.12.2018 and 16.03.2019 was made in this regard. After discussion, the members of IQAC showed their satisfaction.

  
Director  
Tecnia Institute of Advanced Studies  
(Affiliated to GGSIP University Delhi)  
Madhuban Chowk, Rohtak, Delhi-85

- Agenda 04 : Plan of Action by IQAC**  
Following plan of action chalked out by the IQAC for Academic Session 2019-20 was put up to the house and the same was approved after discussion.
- i. To enrich the curriculum by inviting resource person from industry and academia.
  - ii. To sensitize the students for socially conscientious attitude.
  - iii. To encourage more Faculty members for enrolment in SWAYAM, MOOCS, NPTEL online courses.
  - iv. To promote Faculty for more publications.
  - v. To encourage the Faculty either for enrolment in PhD program or completion of PhD, if already registered.
  - vi. To make academic module functional through ERP.
  - vii. Coordination for AQAR with respective departments.
- 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. The members applauded on the transparent and defined mechanism and approved it.
- Agenda 06 : Academic Calendar**  
The various curricular and co-curricular & extracurricular activities for academic session 2018-19 organized by the respective departments, committee and clubs were put forward. It was suggested to convene only one international and one national conference. Further, it was also suggested to convene the management academic Fest, IT Academic Fest and Media Academic Fest on the same day so as to optimize the economy of efforts and resources.
- Agenda 07 : Result for Academic Session 2018-19 (Odd Semester) of MBA,MCA,BBA, BA(J&MC) Program**  
The result analysis was put up to the members. The house especially appreciated the 100% result of MCA Program.
- Agenda 08 : Placements**  
Placement records of MBA, MCA, BBA & BA (J&MC) for academic session 2018-19 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 has not shown their interest for placements. The members showed their satisfaction and approved the same.
- Agenda 09 : Library resources**  
House was appraised that 110 books were procured in the session 2018-19. However, the membership/subscription LIBSYS, DELNET, J-GATE, British council library & American library have been renewed. The committee showed satisfaction and further suggested to procure new journals.
- Agenda 10 : Research and Development**  
Details of faculty's research for the academic session 2018-19 was presented. It was recommended to improve further the research credentials of faculty members particularly publications.
- Agenda 11 : Any other items with the permission of Chair**  
Meeting came to an end *with the vote of thanks to the chair* as no other point was raised by any member for discussion.