

TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC Accredited Grade "A" Institute

Date: 04.03.2020

Notice

It is to inform all the concerned that the Meeting of Internal Quality Assurance Cell (IQAC) will be held on 16.12.2019 at 2:30 pm.

Agenda Points:

Agenda 1: Review and approval of minutes from the previous IQAC meeting

Agenda 2: Status updates on action items from the previous meeting

Agenda 4: Reporting of activities/events of IQAC conducted during the previous session

Agenda 5: Review on Academic Audit

Agenda 6: Discussion on conducting a safety audit at the campus to resume classes post-COVID

Agenda 7: Review the status of NAAC accreditation processes and accreditation-related activities.

Agenda 8: Discussion on capacity building of students through mentor-mentee interaction

Agenda 9: Any other matter with the permission of the chair

Sd-

Dr. Ajay Pratap Singh

(IQAC Coordinator)

Ajay
Coordinator
Internal Quality Assessment Cell (IQAC)
Tecnia Institute of Advanced Studies
New Delhi-110085

CC:

To Director, Dean HoD/ Members

TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC Accredited Grade "A" Institute

Date: 10.03.2020

Minute of Meeting

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 10.03.2020 at 2:30 PM through online mode.

Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Dr. Ajay Pratap Singh, Associate Professor, MBA	IQAC Coordinator
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Mr. Ishan Taneja, MD/CEO, UAS International, New Delhi	Member
Dr. Anmol Arora, Medical Director, AIRSR	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	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	Member
Ms. Dimple Uppal, MBA (2016-18)	Member

Agenda 1: Review and approval of minutes from the previous IQAC meeting

The IQAC members confirmed the minutes from the previous IQAC meeting.

Agenda 2: Status updates on action items from the previous meeting

The IQAC coordinator presented the updates on action items from the previous meeting. Agenda Item progress report presented on enhanced academic processes, strategies addressing student concerns including improved support services and channels for feedback.

Agenda 4: Reporting of activities/events of IQAC conducted during the previous session

The IQAC meeting provided a comprehensive overview of the activities and events conducted during the previous session. Reporting on quality assurance initiatives highlighted the successful implementation of projects aimed at elevating academic standards.

Agenda 5: Review on Academic Audit

The IQAC meeting conducted review on the academic audit, scrutinizing various aspects of the educational processes. The discussion highlighted the importance of the academic audit in ensuring quality and compliance with established standards.

Agenda 6: Discussion on conducting a safety audit at the campus to resume classes post-COVID

The IQAC meeting focused on the imperative task of conducting a safety audit to facilitate the safe resumption of classes post-COVID. The discussion centered on the need for a comprehensive assessment of campus facilities, infrastructure, and protocols to ensure the well-being of students, faculty, and staff.

Agenda 7: Review the status of NAAC accreditation processes and accreditation-related activities.

The members discussed on the documentation, self-study reports, and quality assurance initiatives undertaken to meet NAAC standards.

Agenda 8: Discussion on capacity building of students through mentor-mentee interaction

The Mentor mentee system adopted in the Tecnia Institute discussed and it was suggested to conduct parents meeting based on the students' progress report. The discussion further included strategies to enhance mentorship programs, ensuring effective guidance, and personalized support for students.

Agenda 9: Any other matter with the permission of the chair

The meeting ended with fruitful discussion.


Coordinator
Internal Quality Assessment Cell (IQAC)
Tecnia Institute of Advanced Studies
New Delhi-110085

TECNIA INSTITUTE OF ADVANCED STUDIES

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Date: 15.06.2020

Action Taken Report

Agenda 1: Review and approval of minutes from the previous IQAC meeting

The IQAC members confirmed the minutes from the previous IQAC meeting.

Agenda 2: Status updates on action items from the previous meeting

Action Taken: Efforts have been made to create a more inclusive and engaging student experience.

Agenda 4: Reporting of activities/events of IQAC conducted during the previous session

Action Taken: Strategies to address student concerns and enhance the overall student experience have been taken, with a focus on inclusivity and support services.

An update on research initiatives, publications, and collaborations reflected the Institute contributions have been compiled.

Agenda 5: Review on Academic Audit

Action Taken: Actionable insights from the academic audit have been taken to improve in teaching and learning processes. The collaborative effort during the meeting reflected the commitment to maintaining and enhancing academic excellence at Tecnia Institute of Advanced Studies.

Agenda 6: Discussion on conducting a safety audit at the campus to resume classes post-COVID

Action Taken: Regular sanitization drives have been taken up in the campus. Sanitization measures, social distancing protocols, and health monitoring mechanisms, have been thoroughly followed.

Agenda 7: Review the status of NAAC accreditation processes and accreditation-related activities.

Action Taken: Strategies to address any identified gaps or areas for improvement were discussed collaboratively, reflecting the commitment to achieving and maintaining accreditation benchmarks.

Agenda 8: Discussion on capacity building of students through mentor-mentee interaction

Action Taken: HoD's have explored avenues to strengthen communication between mentors and mentees.

Agenda 9: Any other matter with the permission of the chair

The meeting ended with fruitful discussion.


Coordinator
Internal Quality Assessment Cell (IQAC)
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