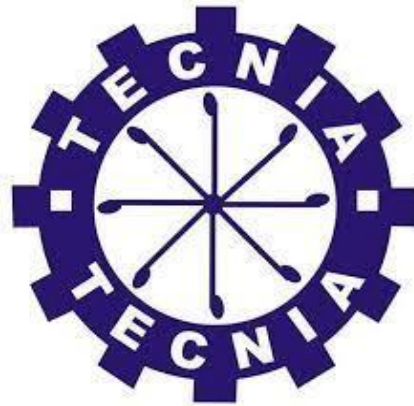


NAAC Criterion-VI

Governance, Leadership and Management

Key Indicator – 6.5 Internal Quality Assurance System

Sub-Criteria 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes



TECNIA INSTITUTE OF ADVANCED STUDIES

**(Approved By AICTE, Ministry of Education, Govt. of India,
Affiliated to G.G.S.I.P. University & Recognised Under Sec. 2 (f) of UGC 1956)**

PSP, Institutional Area Madhuban Chowk, Sector 14, Rohini, New Delhi-110085

TECNIA INSTITUTE OF ADVANCED STUDIES
NAAC Accredited Grade 'A' Institute.

INTERNAL QUALITY ASSURANCE CELL

Date: 19.06.2021

Minutes of Meeting

Meeting of Internal Quality Assurance Cell (IQAC) held on 19 June 2021 at 2:30 PM through MS Teams.

Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Dr. Ajay Pratap Singh, Associate Professor, MBA	IQAC Coordinator
Dr. Sachin Sabharwal, Associate Professor, MBA	IQAC Co-Coordinator
Dr. Ashutosh Bajpai, Professor, MBA	Member
Dr. Sandeep Kumar, Professor, MBA	Member
Ms. Sania, Assistant Professor, MCA	Member
Dr. Vandana Raghava, Professor, BBA	Member
Dr. Varun Kumar, Associate Professor, MBA	Member
Dr. Rajesh Agrawal, Associate Professor, BA(J&MC)	Member
Mr. Bal Krishna Mishra, Assistant Professor, BA(J&MC)	Member
Mr. Rahul Tripathi, Assistant Professor, MBA	Member
Dr. Nivedita, Head-T&P Cell, TIAS	Member
Ms. Shefali Verma, Ameriprise Financial, Gurgaon	Member
Ms. Shivani Khandelwal, MBA (2018-20)	Member

Agenda 01: To approve the minutes of meeting held on 20.03.2021

Members of the house noted and approved the minutes of IQAC meeting held on 20.03.2021.

Agenda 02: To appraise the members about the status of action taken on minutes of meeting of IQAC held on 20.03.2021

Agenda 03: Plan of Action by IQAC

Plan of action chalked out by the IQAC for Academic Session 2021-22, was put up to the house and the same was approved after discussion.

Agenda 04: 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 showed their pleasure on the transparent and defined mechanism.

Agenda 05: Academic Calendar

The various curricular and co-curricular & extracurricular activities for academic session 2020-21 organized by the respective departments, committee and clubs were put forward. It was also mentioned that due to lockdown certain activities were not undertaken.

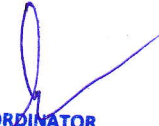
Agenda 06: Research and Development

Details of faculty's research for the academic session 2020-21 were presented. It was recommended to improve further the research credentials of faculty members particularly publications.

Agenda 07: Any other items with the permission of Chair

Meeting came to an end with the vote of thanks to the chairs as no other point was raised by any member for discussion.

The meeting ended with the vote of thanks to the chair



**COORDINATOR
INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNA INSTITUTE OF ADVANCED STUDIES
NEW DELHI - 110085**

TECNIA INSTITUTE OF ADVANCED STUDIES
NAAC Accredited Grade 'A' Institute

INTERNAL QUALITY ASSURANCE CELL

Date: 19.09.2021

Minutes of Meeting

Meeting of Internal Quality Assurance Cell (IQAC) held on 19th September 2021 at 2:30 PM through MS Teams.

Members Present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Dr. Sandeep Kumar, Professor	IQAC Coordinator
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Dr. M. N. Jha, TIAS	Member
Dr. Ashutosh Bajpai, Professor, HoD MBA	Member
Dr. Namita Mishra, Associate Professor, HoD BBA	Member
Dr. Rajesh Agarwal, Associate Professor, HoD BA(JMC)	Member
Dr. Deepak Sonar, Professor & HoD BCA	Member
Dr. Sachin Sabharwal, Associate Professor, MBA	Member
Dr. Vipul Pratap, Associate Professor, BA(JMC)	Member
Mr. Ajay Dureja, TIAS	Member
Dr. Sheenu Arora, TIAS	Member
Dr. Nivedita, Head-T& P Cell	Member
Ms Anchal, MBA (2021-23 Batch)	Member
Ms. Shivani Khandelwal, Alumni MBA (2018-20)	Member

Agenda 01: To approve the Minutes of Meeting held on 19.06.2021

Members of the House noted and approved the minutes of IQAC meeting held on 19.06.2021.

Agenda 02: To apprise the members about the status of action taken on minutes of meeting of IQAC held on 19.06.2021

Members were appraised about the action taken on minutes of meeting of IQAC held on 19.09.2021.

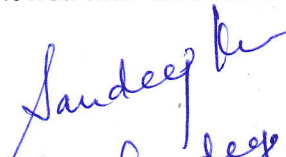
Agenda 03: To discuss and finalise the Academic Fest for Academic Session 2021-22.

It was informed to the house that **Academic Fest** are planned to be organized as per the following schedule by respective departments:-

- | | |
|--|--------------------------|
| • 17th Varchasva Media Fest 2021 | 8th & 9th November, 2021 |
| • 14th ENDEAVOUR 2022 | 10th March 2022 |
| • 13th Techno Vision – IT Academic Fest 2022 | 25th Feb 2022 |

Agenda 04: Progress on AQAR 2021-22

Progress of AQAR 2020-21 was put to the house. The members showed their satisfaction on the progress.


COORDINATOR
INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNIA INSTITUTE OF ADVANCED STUDIES
NEW DELHI - 110085

Agenda 05: Discussion and review of the implementation of CBCS.

Members discussed about CBCS.

Agenda 06: To discuss about the conduct of value added courses by all Programmes.

Members discussed about VAC.

Members suggested for collaboration with Industries & Training Organization for VAC.

Agenda 07: Appraise about Centre of Excellence—UHV Cell and Promoting faculty for UHV workshop.

Members appraised about Centre of Excellence—UHV Cell formation. Members suggested that faculties should be encourage to attend UHV Cell.

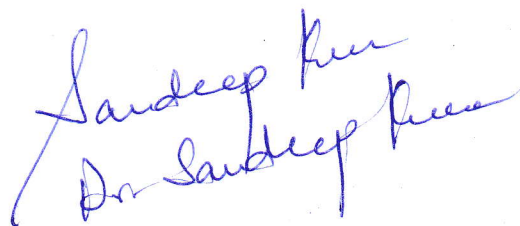
Agenda 08: Discussion on National Conference.

Members discussed about National Conference. It was finalized to conduct a National Conference in all departments during the academic session 2021-22 .

Agenda 09: Any other items with the permission of Chair

Meeting came to an end with the vote of thanks to the chairs as no other point was raised by any member for discussion.

The meeting ended with the vote of thanks to the Chair



COORDINATOR
INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNIA INSTITUTE OF ADVANCED STUDIES
NEW DELHI - 110085

TECNIA INSTITUTE OF ADVANCED STUDIES
NAAC Accredited Grade 'A' Institute

INTERNAL QUALITY ASSURANCE CELL

Date: 20.12.2021

Minutes of Meeting

Meeting of Internal Quality Assurance Cell (IQAC) held on 20 December 2021 at 2:00 PM through MS Teams.

Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Dr. Sandeep Kumar, Professor	IQAC Coordinator
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Dr. M. N. Jha, TIAS	Member
Dr. Ashutosh Bajpai, Professor, HoD MBA	Member
Dr. Namita Mishra, Associate Professor, HoD BBA	Member
Dr. Rajesh Agarwal, Associate Professor, HoD BA(JMC)	Member
Dr. Deepak Sonar, Professor & HoD BCA	Member
Dr. Sachin Sabharwal, Associate Professor, MBA	Member
Dr. Vipul Pratap, Associate Professor, BA(JMC)	Member
Mr. Ajay Dureja, TIAS	Member
Dr. Sheenu Arora, TIAS	Member
Dr. Nivedita, Head-T& P Cell	Member
Ms Anchal, MBA (2021-23 Batch)	Member
Ms. Shivani Khandelwal, Alumni MBA (2018-20)	Member

Agenda 01: To approve the minutes of the meeting held on 19.09.2021

Members of the house noted and approved the minutes of IQAC meeting held on 19.09.2021.

Agenda 02: To appraise the members about the status of action taken on minutes of the meeting of IQAC held on 19.09.2021

Members were appraised about the action taken on minutes of meeting of IQAC held on 19.09.2021.

Agenda 03: Students feedback (Online)

Analysis of online students' feedback for academic session 2020-21 odd semesters (course wise) was put up before members. Members suggested that those faculty whose ratings were below average should be called by the respective HoD, IQAC Coordinator and Director to counsel/guide him/her for the improvement.

Agenda 04: Successful Academic Fest for Academic Session 2020-21(All departments)

It was informed that two academic fests Varchasva (BA (JMC) Fest) and Endeavour (Management Fest) were organized successfully. The house showed satisfaction.

Agenda 05: Presentation of AQAR for session 2020-2021

AQAR for session 2020-21 was presented criteria wise before the house. Members showed satisfaction and agreed that the same is to be placed before BoG for its approval.

Agenda 06: Approval of teaching and non-teaching staff.

After selection of teaching and non-teaching staff, IQAC will move the file for final approval to the competent authority.

INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNIA INSTITUTE OF ADVANCED STUDIES
NEW DELHI - 110085

Sandeep Kumar
Dr. Sandeep Kumar

Agenda 07: Online fee submission software.

Mr. Deepak Sharma has taken the responsibility to update Online fee submission software on ERP.

Agenda 08: To discuss the plan of action for NAAC Second Cycle Preparation

The deliberations were held with respect to the preparation of NAAC Second Cycle and it was apprised that the department HoD's along with CI are assisting the IQAC Team in the compilation work.

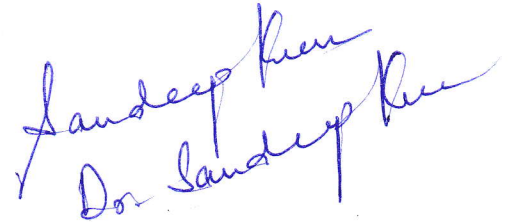
Agenda 09. Increase in activities based on MoUs

Members were informed that 5 new MOU's signed with Carrerlabs Technologies Private Limited, Bengaluru, Karnataka- 560034 & Uptoskills (A unit of Technified Pvt.Ltd., Palam Delhi, Beacon HR Point, Calyxpod and RVR Innovations LLP (Mytat) .Members apprised on this. T & P along with Department Heads will take care to Increase in activities based on MoUs

Agenda 10: Any other items with the permission of Chair

Meeting came to an end with the vote of thanks to the chairs as no other point was raised by any member for discussion.

The meeting ended with the vote of thanks to the chair



COORDINATOR
INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNA INSTITUTE OF ADVANCED STUDIES
NEW DELHI - 110085

TECNIA INSTITUTE OF ADVANCED STUDIES
NAAC Accredited Grade 'A' Institute

INTERNAL QUALITY ASSURANCE CELL

Date: 26.03.2022

Minutes of Meeting

Meeting of Internal Quality Assurance Cell (IQAC) held on 26 March 2022 at 3:00 PM through MS Teams.

Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Dr. Sandeep Kumar, Professor	IQAC Coordinator
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Dr. M. N. Jha, TIAS	Member
Dr. Ashutosh Bajpai, Professor, HoD MBA	Member
Dr. Namita Mishra, Associate Professor, HoD BBA	Member
Dr. Rajesh Agarwal, Associate Professor, HoD BA(JMC)	Member
Dr. Deepak Sonar, Professor & HoD BCA	Member
Dr. Sachin Sabharwal, Associate Professor, MBA	Member
Dr. Vipul Pratap, Associate Professor, BA(JMC)	Member
Mr. Ajay Dureja, TIAS	Member
Dr. Sheenu Arora, TIAS	Member
Dr. Nivedita, Head-T& P Cell	Member
Ms Anchal, MBA (2021-23 Batch)	Member
Ms Shivani Khandelwal, Alumni MBA (2018-20)	Member

Agenda 01: To approve the minutes of meeting held on 20.12.2021

Members of the house noted and approved the minutes of IQAC meeting held on 20.12.2021.

Agenda 02: To apprise the members about the status of action taken on minutes of meeting of IQAC held on 20.12.2021.

Members were apprised about the action taken on minutes of meeting of IQAC held on 20.12.2021.

Agenda 03: To report the submission of AISHE data for 2021-22.

Members were apprised about the online submission of AISHE survey for the year 2021-22. It was informed that the uploading portal is completely online.

Agenda 04: Preparation for visit of Joint Assessment Committee (Academic session 2022-23) on 31st March 2022.

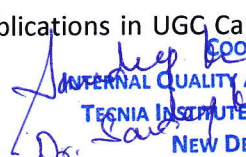
It was decided that all HODs' along with support of IQAC and Director's Office will present in front of JAC Team.

Agenda 05: Additional intake of BCA

It was unanimously decided to increase the intake of BCA programme for the coming Academic Session 2022-23.

Agenda 06: To promote Faculty for more publications

It was suggested to encourage the departments for publications in UGC Care Journals and to contribute in Book Publication too.


COORDINATOR
INTERNAL QUALITY ASSESSMENT CELL
TECNIA INSTITUTE OF ADVANCED S
NEW DELHI - 110085

Agenda 07: Award & Excellence

Members were informed that Institute got Award of Excellence from Apna Parivar Global and Certificate of Excellence from Department of Environment, Forest & Wildlife, and Government of NCT of Delhi in 2021-22. Members were appraised to receive the awards.

Agenda 08: To Increase the Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship.

Members suggested that the HODs' will take care to Increase the Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship.

Agenda 09: Increase in activities based on MoUs

T & P along with Department Heads will take care to Increase in activities based on MoUs

Agenda 10: To discuss & planning about the increase in consultancy activities

R & D Cell will take care to the increase in consultancy activities.

Agenda 11: Any other items with the permission of Chair

Meeting came to an end with the vote of thanks to the chairs as no other point was raised by any member for discussion.

The meeting ended with the vote of thanks to the chair

COORDINATOR
INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNIA INSTITUTE OF ADVANCED STUDIES
NEW DELHI - 110085

Sandeep kumar
Dr. Sandeep kumar
Coordinator

INTERNAL QUALITY ASSESSMENT CELL (IQAC)
TECNIA INSTITUTE OF ADVANCED STUDIES
NEW DELHI-110085