

TECNIA INSTITUTE OF ADVANCED STUDIES

Grade 'A' Institute

INTERNAL QUALITY ASSURANCE CELL

Date: 26th June'2024

Session: 2024-25

Notice

It is to inform all the concerned that the Meeting of Internal Quality Assurance Cell (IQAC) will be held on 01.07.2024 at 2:30 pm in the Conference Hall of Institute to discuss about the SSR.

Agenda Points:

1. Review and approval of minutes from the previous IQAC meeting
2. Status updates on action items from the previous meeting
3. Update on research initiatives, publications, and collaborations
4. Discussion of any infrastructure development plans and improvements to campus facilities
5. To consider the feedback analysis based on various stakeholders and action taken by various departments
6. Report on institutional developments and achievements
7. Discussion on Collaborative Initiatives for Quality Enhancement
8. Review of NAAC Accreditation and Assessment Activities

Sd-

Dr. Sandeep Kumar

(IQAC Coordinator)

CC:

- To Director, Dean/ HoD/ Members

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Grade 'A' Institute

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Date: 01.07.2024

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Minutes of Meeting

Meeting of Internal Quality Assurance Cell (IQAC) held on 01.07.2024 at 2:30 PM in the Conference Hall of Institute to discuss about SSR.

Members present

Name	Position
Dr. Ajay Kumar, Director	Chairperson
Dr. Sandeep Kumar, Professor, MBA	IQAC Coordinator
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Dr. Pooja Sharma, HoD MBA	Member
Dr. Sushma Bahuguna, Professor & HoD DICT	Member
Dr. Monisha, HoD BBA	Member
Dr. Shivendu Kumar Rai, HoD BAJMC 1 st Shift	Member
Dr. Gopal Thakur, HoD BAJMC 2 nd Shift	Member
Dr. M. N. Jha, TIAS	Member
Dr. Rajesh, Asso. Prof. Coordinator, BCA	Member
Dr. Neeta Kashyap, Asso. Prof. Coordinator, BCA	Member
Dr. Sheenu Arora, TIAS	Member
Dr. Nivedita, Head-T&P Cell	Member
Dr. Pushpa Rani, Asst. Prof. Coordinator, BCom	Member
Ms. Mansi Sharma, BA(JMC) (2022-25)	Member

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

The IQAC, led by Dr. Ajay Kumar, held a detailed discussion on the institution's preparedness for the upcoming NAAC review. Emphasizing the importance of meticulous data collection, analysis, and documentation, Dean of Academics M. N. Jha highlighted their role in securing a favorable assessment. Supporting this approach, IQAC Coordinator Dr. Sandeep Kumar advocated for the establishment of a dedicated task force to oversee data collection and verification processes.

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

Dr. Pooja Sharma, HoD-MBA, emphasized the importance of enhancing the institution's teaching and learning methods. She highlighted the need for a more dynamic educational environment that fosters student engagement and critical thinking.

Agenda 3: Update on research initiatives, publications, and collaborations

Dr. Shivendu Kumar Rai, Criteria 3 Incharge, along with Co-incharge Dr. Pushpa Rani, presented updates on research initiatives, publications, and collaborations in the previous meeting. Attendees gained valuable insights into ongoing projects, recent research contributions, and institutional partnerships. The session encouraged active discussions, underscoring the institution's commitment to strengthening its research network and fostering academic growth through notable external collaborations.

Agenda 4: Discussion of any infrastructure development plans and improvements to campus facilities.

Dr. Monisha, Incharge of Criteria - 4, provided insights into infrastructure upgrades and campus facility improvements. The discussion highlighted the critical need for strategic planning and optimal resource utilization to ensure that infrastructure enhancements meet both NAAC accreditation criteria and the institution's academic and operational demands.

Agenda 5: To consider the feedback analysis based on various stakeholders and action taken by various departments

As part of the review process for teaching and learning methodologies, feedback is collected from key stakeholders, including students, faculty, alumni, and employers, focusing on curriculum effectiveness. The IQAC systematically analyzes this feedback and forwards it to department heads for consideration. Based on the insights, skill-oriented and value-added courses are introduced. The resulting Action Taken Report (ATR) is then submitted to the department DAC for approval before implementation.

Agenda 6: Report on institutional developments and achievements

The conversation covered progress in multiple areas, such as academic achievements, research advancements, infrastructure growth, and community involvement

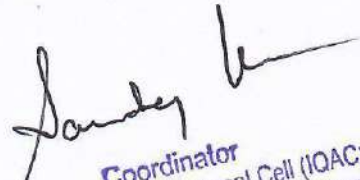
Agenda 7: Discussion on Collaborative Initiatives for Quality Enhancement

During the Collaborative Initiatives for Quality Enhancement meeting, participants had the opportunity to engage in insightful conversations on fostering partnerships aimed at enhancing educational and service quality. Dr. Ajay Kumar shared the latest data regarding these initiatives

Agenda 8: Review of NAAC Accreditation and Assessment Activities

During the Review of NAAC Accreditation and Assessment Activities meeting June 2024 it has been decided to submit SSR in July 2024. Members enquired about status of NIRF, AISHE and SSR.

The meeting ended with vote of thanks to all the members.


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

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Date: 20th July' 2024

Session: 2024-25

Action Taken Report

Agenda 3: Update on research initiatives, publications, and collaborations

Action Taken: Dr. Shivendu, Incharge of Criteria 3, and Dr. Pushpa, Co-Incharge, will compile data on faculty research and publications for 2023-24 and present it to the members in the next meeting.

Agenda 5: To consider the feedback analysis based on various stakeholders and action taken by various departments

Action Taken: After analyzing the feedback from various stakeholders, the Internal Quality Assurance Cell (IQAC) shared its findings with the department heads. In response, the departments undertook the following actions:

- Reviewed and updated the curriculum to align with stakeholder expectations and requirements.
- Introduced new courses to supplement the core curriculum, enriching the academic experience.
- Designed and implemented job-oriented courses aimed at enhancing student employability.

Before executing these initiatives, the Departmental Academic Committee (DAC) conducted a thorough review and approved the Action Taken Report (ATR) to ensure compliance with institutional objectives and quality standards.

Agenda 6: Report on institutional developments and achievements

Action Taken: The discussion focused on key advancements across multiple domains:

- **Academic Excellence:** Enhancing teaching methodologies and adopting innovative pedagogical practices to improve academic outcomes and student performance.
- **Research Contributions:** Increased research publications, active participation in conferences, securing research grants, and fostering collaborations with industry and academia.
- **Infrastructure Development:** Upgrading existing facilities and investing in modern laboratories, libraries, and learning resources.
- **Community Engagement:** Strengthening outreach programs, implementing social initiatives, and collaborating with local organizations to address community challenges.

These achievements underscore the institution's dedication to continuous growth and excellence.

Agenda 7: Discussion on Collaborative Initiatives for Quality Enhancement

Action Taken: The Collaborative Initiatives for Quality Enhancement meeting fostered meaningful discussions among faculty, administrators, and external partners, focusing on improving education and services. Key takeaways included:

- **Dialogue & Collaboration:** Participants exchanged insights and identified potential partnerships.
- **Strategic Alliances:** Opportunities for joint programs, research, and exchanges were explored.
- **Quality Framework Integration:** Emphasis was placed on embedding collaboration into institutional strategies.
- **Data Insights:** Dr. Ajay Kumar presented key metrics on ongoing initiatives, showcasing successes and areas for improvement.

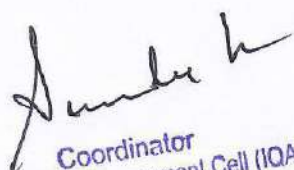
This reinforced the institution's commitment to continuous quality enhancement through collaboration

Agenda 8: Review of NAAC Accreditation and Assessment Activities

Action Taken: During the Review of NAAC Accreditation and Assessment Activities meeting in July 2024, the following decisions and actions were taken:

1. **Submission of IIQA:**
 - It was decided to submit the IIQA.
2. **Status Enquiries:**
 - Members inquired about the current status of various reports and assessments:
 - **IIQA:** IIQA submitted & approved on 18.07.2024
 - **NIRF (National Institutional Ranking Framework):** Discussion on the data compilation and submission process, ensuring alignment with ranking criteria.
 - **AISHE (All India Survey on Higher Education):** Updates on the data collection and submission status for the survey, focusing on compliance with reporting requirements.
 - **SSR (Self Study Report):** Review of the preparation progress for the NAAC Self Study Report, addressing any gaps and ensuring thorough documentation.

These discussions and updates emphasized the institution's proactive approach in preparing and submitting necessary documentation for accreditation and assessment activities, ensuring compliance and readiness for evaluation.


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Internal Quality Assessment Cell (IQAC)
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