VIPS
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IN PURSUIT OF PERFECTION

Vivekananda Institute of Professional Studies

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

Dated: 8th January, 2021 **Time: 03:00 PM** **Platform: Zoom**

Members Present:

Internal Quality Assurance Cell

- Prof. R. Venkata Rao (Vice-Chairman, IQAC)
- Prof. Anuradha Jain (Principal / Director, IQAC)
- Dr. Isha Rawal (Coordinator, IQAC)

Management Representatives

- Mr. Suneet Vats (Vice-Chairman, VIPS)

Ex-Officio Members

- Mr. Sidharth Mishra (Chairperson, VSJMC & VSIT)
- Prof. Shilpa Khatri Babbar (Director, Academic Excellence and Public Relation & Protocol)
- Prof. Supriya Madan (Dean, VSIT)
- Prof. Rashmi Salpekar (Dean, VSLLS)
- Prof. Charulata Singh (Dean, VSJMC)
- Dr. Indira Bhardwaj (Dean, VSBS)
- Dr. Salonee Priya (Dean, VSES & Students' Welfare)
- Dr. Pawan Whig (Dean, Research & Publications)

IQAC Members

• Dr. Vaishali Billa	Associate Professor (Department Coordinator)
• Ms. Neha Pande	Assistant Professor
• Dr. Atul Upadhaya	Assistant Professor
• Prof. Deepali Kamthania	Professor, (Department Coordinator)
• Ms. Pooja Thakar	Assistant Professor
• Ms. Shailee Bhaita	Assistant Professor
• Ms. Neetu Goel	Assistant Professor
• Dr. Deepti Kohli	Associate Professor (Department Coordinator)
• Ms. Bhavya Gupta	Assistant Professor

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• Ms. Himanshi Babbar	Assistant Professor
• Dr. Sushila Sharma	Assistant Professor
• Dr. Timcy Sachdeva	Assistant Professor (Department Coordinator)
• Dr. Aanchal Aggarwal	Assistant Professor
• Ms. Kritika Nagdev	Assistant Professor
• Ms. Nidhi Jain	Assistant Professor
• Ms. Neha Mangla	Assistant Professor (Department Coordinator)
• Ms. Divya Jindger	Assistant Professor
• Ms. Vipra Jain	Assistant Professor
• Dr. Anshu Gagal	Assistant Professor (Department Coordinator)
• Ms. Hardeep Kaur	Assistant Professor
• Mr. Amarnath Kumar	Assistant Professor
• Mr. Dalip Kumar	Chief Operation Officer
• Ms. Smita Mittal	Administrative Officer
• Mr. Deepak Choudhary	Programme Coordinator

Agenda Items:

1. To take stalk of the minutes of the last IQAC meeting held on 6th October, 2020 and to review the Action taken Report.
2. To prepare for 2019-20 AQAR submission
3. To discuss the plan of action for NAAC Second Cycle Preparation
4. To review the preparation of organizing TEDxVIPS
5. To procure club membership of National Digital Library
6. Any other Item with permission of the Chair

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Minutes

- The Chair extended a warm welcome to all the members present in the meeting and confirmed the Minutes of the Meeting held on 6th October 2021 and the Action Taken Report was discussed in detail.
- It was resolved to prepare the Annual Quality Assurance Report (AQAR) for the assessment year 2019-20 and submit the same on NAAC portal.
- The deliberations were held with respect to the preparation of NAAC Second Cycle and it was apprised that the department coordinators are assisting the IQAC Team in the compilation work.
- The level of preparation for the conduct of first TEDxVIPS event was assessed and suggestions to expedite the process were made.
- It was proposed to procure the club membership of National Digital Library.
- The meeting ended with a vote of thanks to the Chair.

Action Taken Report for the Meeting held on 8th January, 2021

S. No.	Suggestion /Decision	Action Taken
1	To submit AQAR for the assessment year 2019-20 on NAAC portal	2019-20 AQAR was successfully prepared and submitted on NAAC portal.
2	To review the preparation of NAAC Second Cycle work	The document compilation work was carried out by IQAC Team with the department coordinators and Self-study Report (SSR) was being worked upon.
3	To expedite the efforts in conducting first ever TEDXVIPS talk.	TEDxVIPS was organized successfully on 4th March 2021
4	To procure the club membership of National Digital Library (NDL)	VIPS procured the club membership of National digital Library in March 2021.

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		Faculty members and students were also encouraged to use NDL.

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