Vivekananda Institute of Professional Studies

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

Dated: 22nd July, 2019 **Venue**: Green Room, Block B **Time:** 03:00 PM

Members Present:

Internal Quality Assurance Cell

- Prof. Rattan Sharma (Chairperson, IQAC)
- Prof. Anuradha Jain (Principal / Director, IQAC)
- Dr. Isha Rawal (Co-ordinator, IQAC)

Management Representatives

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

Ex-Officio Members

- Prof. Shilpa Khatri Babbar (Director, Academics & Students' Welfare)
- Prof. Supriya Madan (Dean, VSIT)
- Prof. Rashmi Salpekar (Dean, VSLLS)
- Prof. Charulata Singh (Dean, VSJMC)
- Dr. Indira Bhardwaj (Dean, VSBS)
- Dr. Salonee Priya (Associate Dean, VSES)

Internal Faculty IQAC Members

VSJMC

- Dr. Vaishali Billa — Associate Professor (Department Coordinator)
- Ms. Neha Pande — Assistant Professor
- Dr. Atul Bhargava — Assistant Professor

VSIT

- Dr. Deepali Kamthania — Professor (Department Coordinator)
- Ms. Pooja Thakar — Assistant Professor (Department Coordinator)
- Ms. Shailee Bhaita — Assistant Professor
- Ms. Neetu Goel — Assistant Professor

VSLLS

- Dr. Deepti Kohli — Associate Professor (Department Coordinator)
- Ms. Bhavya Gupta — Assistant Professor
- Ms. Sargam Jain — Assistant Professor

Vivekananda Institute of Professional Studies VIPS

Principal
Vivekananda Institute of Professional Studies
Technical Campus

VSES

- Dr. Anshu Gagal — Assistant Professor (Department Coordinator)
- Ms. Hardeep Kaur — Assistant Professor
- Mr. Amarnath Kumar — Assistant Professor

VSBS

- Dr. Timcy Sachdeva — Assistant Professor (Department Coordinator)
- Ms. Kritika Nagdev — Assistant Professor
- Dr. Aanchal Agarwal — Assistant Professor
- Ms. Nidhi Jain — Assistant Professor

VSE

- Ms. Neha Mangla — Assistant Professor (Department Coordinator)
- Ms. Divya Jindger — Assistant Professor
- Ms. Khyati Kathuria — Assistant Professor

Administrative Representatives

- Mr. Dalip Kumar — COO
- 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 18th May 2019 and discuss the Action Taken Report
2. To review the submission status of Audit Reports of all the Schools functional at the Institute
3. To discuss the action plan for transiting to Cloud ERP software offered by Creatrix Campus
4. To deliberate on creation of Centre for Inner Space
5. To propose skill development or value-added courses in all the Schools
6. To create SWAYAM NPTEL chapter at VIPS
7. To create more Self-financing Units of NSS
8. To devise strategy for acquainting all the faculty members with the new Framework of Accreditation by NAAC
9. Any other item with the permission of the Chair

Vivekananda Institute of Professional Studies VIPS

Principal
Vivekananda Institute of Professional Studies
Technical Campus

Minutes

- The Chairperson IQAC, extended a warm welcome to all the members and confirmed the Minutes of the Meeting held on 18th May, 2019 and the Action Taken Report was read out
- It was confirmed that all the six Schools have submitted their Audit Reports and the same has been duly reviewed
- It was resolved to adopt Cloud ERP software offered by Creatrix Campus and Dr. Indira Bhardwaj was given the responsibility for coordination and transition
- It was agreed to initiate new value-added courses in each School to develop skills of the students
- It was approved to create SWAYAM NPTEL chapter at the Institute and seek enrolment of students and faculty in various courses offered by SWAYAM NPTEL
- The members considered creation of a spirituality centre to address the growing need amongst the students and faculty members
- It was suggested to increase the number of Self-Financing Units of NSS
- It was felt that all the faculty members of the Institute must be apprised of the new framework of accreditation as introduced by NAAC. The members deliberated on devising the appropriate strategy to schedule sessions for faculty members of each School
- The meeting ended with a vote of thanks to the Chair

Vivekananda Institute of Professional Studies VIPS

Principal
Vivekananda Institute of Professional Studies
Technical Campus

Action Taken Report for the Meeting held on 22nd July, 2019

Sl No	Suggestion/ Decision	Action Taken
1.	Submission of Audit Reports by all Schools	The Audit reports were received from all the six schools and were duly reviewed.
2.	Adoption of Cloud ERP software offered by Creatrix Campus	The contract has been signed by VIPS and Dr. Indira Bhardwaj is coordinating the adoption and transition process to Cloud ERP.
3.	Creation of SWAYAM NPTEL Chapter at VIPS	SWAYAM NPTEL Chapter has been created and Prof. Shilpa Khatri Babbar has been identified as the Single Point of Contact (SPOC) to track enrolment done by faculty and students.
4.	Introduction of new value-added courses	Vivekananda School of Economics introduced and conducted classes for students and faculty members on 'Advanced R
5.	Creation of a spirituality centre	'Inner Space – Centre for Spiritual Culture' was inaugurated on 23rd August, 2019
6.	Increase in the number of Self-Financing Units of NSS	Self- Financing Units (SFU)s of NSS have been increased to five units with enrolment of over 500 students
7.	Introduction of new framework of accreditation of NAAC	Sessions have been conducted by IQAC, VIPS to acquaint the faculty members with the new framework of accreditation of NAAC

***

Vivekananda Institute of Professional Studies VIPS

Principal
Vivekananda Institute of Professional Studies
Technical Campus