योगः कर्मसु कौशलम्
IN PURSUIT OF PERFECTION

Vivekananda Institute of Professional Studies

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Dated: 23rd February, 2018 **Venue** – Conference Room, Block B **Time:** 11:00 AM

Members Present:

Prof. Rattan Sharma (Chairperson, IQAC)

2. Prof. Anuradha Jain (Director, IQAC)
3. Dr. Salonee Priya (Co-ordinator, IQAC)
4. Mr. Suneet Vats (Vice Chairman, VIPS)
5. Mr. Ajay Bindal (Vice Chairman, VIPS)
6. Prof. S Shiva Kumar (Member, Law Commission of India)
7. Mr. Rajendra Talan (COO, Adani Group)
8. Prof. Karmeshu Bhatnagar (Professor, JNU)
9. Prof. Rashmi Salpekar (Dean, VLS)
10. Prof. Vinay Kumar (Dean, VSIT)
11. Prof. Meenakshi Gandhi (Dean, VSBS)
12. Dr. Amit Channa (Dean, VSJMC)
13. Prof. Shilpa Khatri Babbar (Dean Students Welfare)
14. Prof.Supriya Madan (Dean Placements)
15. Prof.Charu Lata Singh (Dean International Relations)
16. Dr. Isha Rawal (Member, Statutory Compliance Committee)
18. Dr. Baninder Rahi (Member, Statutory Compliance Committee)
19. Ms. Shailee Bhatia (Member, Statutory Compliance Committee)
20. Ms. Barkha Trehan (Member, Statutory Compliance Committee)
21. Ms. Tushita Gaur (Alumni Representative)
22. Ms. Manisha Agarwal (Alumni Representative)

23. Dr. Pawan Whig (Registrar Academics & HR)
24. Mr. Dalip Kumar (Registrar M & SG)
25. Ms. Smita Mittal (Administrative Officer)
26. Mr. Deepak Choudhary (Programme Coordinator)

Agenda items

1. To confirm the minutes of the last IQAC Meeting
2. To discuss the Action Taken Report of the last meeting
3. To deliberate on the preparation of Experts' Visit for grant of 'Autonomous Status'
4. To track the preparation of events to be organized by different schools
5. To establish pool of course content in all departments from forthcoming semester
6. Any other item with the permission of the Chair

Minutes:

1. The Chairperson welcomed the members to the meeting
2. The minutes of the previous meeting held on 15th September, 2017 were confirmed
3. Action taken report of the last meeting was discussed and approved
4. The following agenda items were discussed:

i. **Preparation for grant of Autonomous Status**

Directors / Deans of various school submitted brief report regarding the status for preparation of visit of experts for the grant of 'Autonomous Status'. It was unanimously decided to work in unison and gear up for the visit of Experts.

ii. **Conference/Seminar/Workshops**

To promote research culture, it was agreed to organize more curricular activities across all schools. Prof. Meenakshi Gandhi, Dean VSBS and Dr. Amit Channa, Dean, VSJMC gave the detailed report regarding the progress of conference work at their respective school. Deans of various schools gave the details of preparation for national and international conference to be held at VIPS in the upcoming months. Prof. Vinay Kumar, Dean VSIT informed the members that the selected papers that shall be presented in the international

conference TelMISR will be published in the scopus indexed journal. In order to provide holistic development of the students, diverse activities are required. The committee members decided that industrial visits and NSS activities should be conducted every semester at the central level at VIPS

iii. **Subject Pool**

It was resolved that uniformity in course content must be maintained by faculty members teaching same course to different sections. It was suggested to maintain a common subject pool from the forthcoming semester.

5. Meeting ended with a vote of thanks to the chair

Action Taken Report for IQAC Meeting held on 23-02-2018

S. No.	Suggestion/Decision	Action Taken
1.	It was suggested that all departments should work in unison for becoming an Autonomous Institute	The institute successfully applied for Autonomous Status and the peer team visited the institute in the month of September 2018
2.	It was decided to organize greater number of curricular activities across all schools	Following academic events were organized: • TelMISR 1st International Conference on Information Security Risks, Techno Legal Management was organized on 21-22 May 2018. • International Conference on 'Transforming Nation through: CSR, Financial Inclusion, Empowerment & Digitization' was held on 14th -15th March, 2018. • National Conference on 'Media & Youth Engagement: Change, Development, Governance' was conducted on 20th -21st April, 2018 • VIPS Magnum Concilium 2018 brought Model United Nations (MUN) and Youth Parliament together on 17-18 March 2018
3.	It was proposed to increase the number of student-engagement programmes	Following co-curricular and extra-curricular events were organized: • DRCC: VIPS – MAADHYAM National Competition was organized in April, 2018 • Visit to Humayun Tomb was done on 12th March 2018 • Industrial Visit to Ministry of Electronics and Information Technology was organized • Visit to SEBI was done on 26th March 2018 • Leadership Series 2017-2018 was organized by the institute wherein Leaders from various walks of life shared their experiences resulting in a positive impact on the students • Donation Drive for Special Women was organized on 5th April 2018 • Workshop on Self-Defense for female students was conducted • Lecture on Cervical Cancer was organized • Nukkad Natak on Female Foeticide, Women Empowerment, Save Girl Child, Domestic Violence etc. were held in the institute
4.	It was suggested to maintain a common subject pool from the forthcoming semester	All the School Deans devised a policy for development of common subject pool to maintain uniformity in lesson plans and assessments

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