योगः कर्मसु कौशलम्
IN PURSUIT OF PERFECTION

Vivekananda Institute of Professional Studies

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Dated: 15th September, 2017 **Venue** – Conference Room, Block B **Time:** 11:00 AM

Members Present:

1. Prof. Rattan Sharma	Chairperson, IQAC
2. Dr. Pawan Whig	Joint Registrar & IQAC Coordinator
3. Prof. Meenakshi Gandhi	Dean, VSBS
4. Prof. Vinay Kumar	Dean, VSIT
5. Prof. Rashmi Salpekar	Dean, VLS
6. Dr Amit Channa	Dean, VSJMC
7. Prof. Shilpa Khatri Babbar	Dean, (ER&P) & Student Welfare
8. Prof. Anuradha Jain	Dean, Statuary Compliances & Inspections
9. Prof. Supriya Madan	Dean Placement
10. Prof. Charu Lata Singh	Dean International Collaboration & Tie-Up
11. Mr. Dalip Kumar	Registrar, VIPS

Agenda Items:

1. To take stalk of the Minutes of the last IQAC Meeting and to discuss Action Taken Report
2. To deliberate on measures to promote academic integrity and research related activities
3. To identify steps to promote student centric activities
4. To discuss on organizing Alumni Interaction Meet
5. 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 24th July, 2017 were confirmed
3. Action taken report of the last meeting was discussed and approved
4. The following agenda items were discussed:

i. **Software for Checking Plagiarism**

Many Anti Plagiarism Softwares were suggested in the meeting to promote academic integrity, out of which Turnitin as an American Commercial, Internet based plagiarism software was accepted by the members. Dean Research was advised to purchase an antiplagiarism software.

ii. **Student-Centric Activities**

To promote more activities, deans of various departments shared their ideas. Dean, VSLS discussed about National Conference on Law and Behavior. Dean, VSIT gave her consent for National Student Convention. Dean, VSJMC shared his thoughts for VYAKT: Annual Theatre festival by AFLATOON.

iii. **Alumni Interaction Meet**

To strengthen the strong bond with Alumni, Deans and Directors agreed to have an Alumni Interaction Meet in the first week of December 2017. Preparations for Alumni Meet were discussed upon, hoping to bring the institute's alumni a chance to reconnect with their Alma Mater.

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

Action Taken Report for IQAC Meeting held on 15th September 2017

S. No.	Suggestion/Decision	Action Taken
1.	Stringent Policy against Plagiarism	• The Institute has bought the Anti Plagiarism software (Turnitin).
2.	Student Centric Activities	• National Conference on 'Law and Behavior: Individual, Social and Organizational Perspectives' was organized on 17th February 2018. • Two days "National Student Convention" with 24 hours on campus 'Hackathon' was organized on 30th -31st January, 2018 • VYAKT: Annual Theatre festival by AFLATOON, Theatre Society of VIPS was held on 21st February, 2018. • HR Conclave was organized on 25th November 2017 • Leadership Series address was delivered by Mr. Tejendra Khanna, Former Lt. Governor, Delhi on 29th January, 2018
3.	Seminar and Workshops	• National Workshop on 'Case Teaching and Writing' was conducted during 6th -8th December, 2017 • Workshop on 'Mock Interview' was organized on 24th January, 2018 • Seminar on 'Leadership and Globalization Effects' was held on 12th February, 2018 • Workshop on IHL by ICRC was organized on 21st February, 2018
4.	Alumni Interaction Meet	• Alumni Interaction Meet was held on 5th December 2017

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