



**Minutes of the 15th Meeting of the Internal Quality Assurance
Cell**

Thursday; 10:00 AM - 12:00 PM

September 12, 2024

Mode: Hybrid

BML Munjal University, Gurugram

Minutes of 15th Meeting of Internal Quality Assurance Cell

The 15th meeting of the Internal Quality Assurance Cell was held on September 12, 2024, at 10:00 AM. The following members were present:

Sr. No.	Name of the Member	Designation/Membership	Designation/Membership	Mode
1	Prof. Shyam Menon	Head of the Institution	Vice Chancellor	Offline
2	Prof. Jaskiran Arora	A few senior administrative officers	Dean Education Quality	Offline
3	Dr. Suneet Soni		Registrar	Offline
4	Ms. Suchika Vinayak		Director, Admissions	Online
5	Col. Mohit Bawa		Director, Administration	Offline
6	Ms. Shadan Raza Ahmed		Head, HR	Offline
7	Dr. Maneek Kumar		Dean School of Engineering and Technology	Offline
8	Dr. Ranbir Singh		Teachers	Associate Professor, School of Engineering & Technology
10	Dr. Jolly Masih	Assistant Professor, School of Management		Online
11	Dr. Meenakshi Malik	Assistant Professor, School of Engineering & Technology		Online
12	Dr. Kalpita Bhar Paul	Assistant Professor, School of Liberal Studies		Online
13	Dr. Amrisha Pandey	Assistant Professor, School of Law		Online
14	Dr. Chhayabrita Maji	Associate Professor, School of Engineering & Technology		Online
15	Dr. Ashok Suhag	Associate Professor _ School of Engineering & Technology		Online
16	Dr. Atul Mishra	Assistant Professor, School of Engineering & Technology		Online
17	Dr. Nandita Choudhury	Professor of Practice, School of Engineering & Technology		Offline
18	Dr. Richa Mishra	Associate Professor, School of Management		Online
19	Dr. Sangita Dutta Gupta	Associate Professor, School of Management		Online
20	Dr. Sucheta Sardar	Assistant Professor, School of Management		Online
21	Ms. Anita Gupta	One/two nominee each from local society, Students and Alumni		Principal, Raman Munjal Vidya Mandir, Gurugram
22	Mr. Akhil G Menon		MBA 2nd Year Student	Online
23	Mr. Pratyut		B.Tech 3 Year Student	Offline
24	Dr. Rubal Rathi		Alumni, MBA 2019 Batch and Ph.D 2023	Online
25	Dr. Rik Paul	Director IQAC	Associate Professor, School of Management and Director, IQAC	Offline

Leave of Absence

Prof. Shyam Menon, Vice Chancellor, BML Munjal University, took the chair of the meeting. Leave of absence was granted to **Ms. Vaijyanthi Srinivasa Raghavan, Mr. Rajat Mathur, Mr. Satya Prasoon, Mr. Santanil Dasgupta, Ms. Swati Munjal, Dr. Kavita Chawla and Dr. Ziya Uddin**. The quorum was complete. Therefore, Prof. Menon permitted the proceeding of the meeting to commence.

A. Agenda for the 15th Meeting of the Internal Quality Assurance Committee

Item No.	Agenda
15.01	Review of Academic and Administrative Audit Updates
15.02	Quality Initiatives Across Schools
15.03	Quality Initiatives by Dean Student Welfare Office and Research
15.04	Times Higher Education Impact Rankings Update
15.05	Review of AQAR 2022-23 draft

Prof. Shyam Menon welcomed all members and initiated the meeting. The minutes of the 14th IQAC meeting held on June 12, 2024, were reviewed and approved with no amendments.

B. Points discussed during the meeting.

Item No. 15.01: Review of Academic and Administrative Audit Updates

Dr. Rik Paul, Director IQAC, presented the latest findings from the academic and administrative audit. Areas requiring further refinement were identified, such as improving administrative workflows and enhancing compliance with standards. The committee agreed on a comprehensive action plan to streamline these areas, emphasizing the allocation of responsibilities to specific team members. A follow-up meeting will be scheduled to evaluate progress.

Item No. 15.02: Quality Initiatives Across Schools

School representatives provided updates on quality initiatives from the School of Engineering and Technology, School of Management, School of Liberal Studies, and School of Law. Each school shared their progress, challenges, and areas of success.

For School of Engineering and Technology:

Prof. Maneek Kumar shared positive advancements in research outputs and increased faculty participation in development programs. The school has improved student feedback mechanisms and launched innovative programs, including a minor in electric vehicle technology. Initiatives like industry-integrated certifications and enhanced MOUs are strengthening industry ties. Faculty workshops and Ph.D. development programs continue to ensure excellence in teaching and learning.

For School of Management:

Dr. Jolly Masih highlighted advancements in data organization and the introduction of a peer review system for course content. Stakeholder feedback has driven curriculum enhancements, while international collaborations and Coursera access are enriching student learning. Efforts to promote high-quality research and social immersion programs are gaining traction. Additionally, access to Coursera has been provided to students to bridge the gap between academic learning and industry requirements.

For School of Liberal Studies:

Dr. Kalpita Bhar outlined improvements in data management, faculty peer reviews, and the documentation of events. The school's focus on immersive education and student-driven governance is creating a vibrant academic environment. Approval of a Public Policy Master's Program was a key milestone.

For School of Law:

Representatives discussed improved data collection and documentation practices, with innovative systems to centralize and streamline processes. Faculty engagement and efficient use of digital tools are enhancing operational quality and compliance.

Item No. 15.03: Quality Initiatives by the Dean of Student Welfare Office and Research

The Dean of Student Welfare highlighted structured reporting, enhanced documentation of events, and improved attendance tracking systems. Collaboration with community organizations is fostering meaningful engagement. The team is refining participation in extension activities and exploring official recognition to amplify impact. Suggestions included establishing a central information unit and fostering greater faculty involvement in student welfare programs.

Item No. 15.04: Times Higher Education Impact Rankings Update

Dr. Rik Paul provided insights into the university's engagement with the 'THE' Impact Rankings, emphasizing alignment with SDGs. The focus remains on integrating sustainability practices into institutional processes and fostering impactful research.

The discussion highlighted key Sustainable Development Goals (SDGs) that the university is actively addressing:

- **SDG 6: Clean Water and Sanitation** – Ensuring access to safe and affordable drinking water while promoting sustainable water management practices.
- **SDG 7: Affordable and Clean Energy** – Advancing renewable energy initiatives and improving energy efficiency across campus operations.
- **SDG 8: Decent Work and Economic Growth** – Supporting inclusive and sustainable economic growth, employment opportunities, and a secure working environment.

The committee appreciated the university's proactive participation and encouraged continued collaboration to enhance performance.

Item No. 15.05: Review of AQAR 2022-23 draft

Dr. Rik Paul outlined key points of the NAAC AQAR 2023-24, highlighting quality enhancement, best practices, and accreditation standards. The discussion reaffirmed the university's commitment to excellence, sustainability, and impactful research.

Conclusion

The Chairperson confirmed that the quorum remained throughout the meeting. With no further business, the meeting concluded with a vote of thanks by the Chair.



Director IQAC
Member Secretary