



BMU/IQAC/2022/001

Date: 2nd December 202210th Meeting of BMU Internal Quality Assurance Cell (IQAC)

Minutes of Meeting (MOM)

- 10th Meeting of the IQAC was held on Friday, 2nd December 2022 at 4:00 PM in the Board room, First floor, Gateway Building (Block – A), BMU Campus, 67th KM milestone, NH-8, Sidhrawali, Gurugram, Haryana – 122413.
- The following were present (*constitution members of IQAC notified by Ref. No: BMU/RO/2022/924 on 1st October 2022*) in the meeting:

SN	Constitution	Name	Designation	Membership
1	Head of Institution	Dr Shyam Menon	Vice Chancellor	Chairperson
2	Senior Administrative Officers	Dr Jaskiran Arora	Professor and Dean, SOM & Education Quality	Member
3		Abhay Sharma	Registrar	Member
4		Col. Mohit Bawa	Dean Student Welfare & Administration	Member
5		Santanil Dasgupta	Director-CGDC	Member
6		Ms. Suneet Soni	Controller of Examinations	Member
7	Teachers	Dr Kavita Chawla	Assistant Professor, SOL	Member
8		Dr Amrisha Pandey	Assistant Professor, SOL	Member
9		Dr Chhayabrita Maji	Associate Professor, SOET	Member
10		Dr Ashok Suhag	Associate Professor, SOET	Member
11		Dr Atul Mishra	Assistant Professor, SOET	Member
12		Dr Nandita Choudhary	Professor of Practice, SOET	Member
13		Dr Richa Mishra	Associate Professor, SOM	Member
14		Dr Sangita Dutta Gupta	Associate Professor, SOM	Member



15		Dr Sucheta Sardar	Assistant Professor, SOM	Member
16	Member from the Management	Ms Shuchika Vinayak	Assistant Director, Admission	Member
17	Nominees from local society, students, Alumni	Ms Anita Gupta	Principal, Raman Munjal Vidya Mandir, Gurugram	Member
18		Mr Utkarsh Singh	Alumni, BMU-CSE (2014-18)	Member
19		Ms Rubal Rathi	Ph.D. student, SOM	Member
20		Mr Rajat Mathur	Managing Director, Morgan Society	
21	Nominee from Employers/stakeholders	Ms. Vaijayanthi Srinivasaraghavan	Associate Partner, IBM Global Services India, Bangalore	Member
22	Director- IQAC	Dr Rik Paul	Associate Professor - SOM	Member Secretary

3. The meeting commenced with a warm welcome from the Chairperson of the Internal Quality Assurance Cell (IQAC), and the quorum was confirmed to officially initiate the proceedings. The agenda for the meeting was then introduced and opened for discussion.

3.1 The minutes of the last meeting were confirmed, ensuring a comprehensive understanding of the discussions and decisions made in the prior session. The reconstitution of the IQAC, as approved by the Vice-Chancellor and officially notified, was communicated to the IQAC quorum. Members were then appraised of the preparatory work carried out by all departments for the ongoing academic year (2022-23) in preparation for the IQAC audit and the NAAC process.

3.2 The members of the IQAC were appraised of the preparatory work (compilation of data carried out by all the departments towards IQAC audit of the university) for the ongoing academic year of 2022-23 and preparedness for the NAAC process.

3.3 All members were encouraged to contribute towards achieving international rankings, reflecting a commitment to enhancing the university's global standing. The Director of IQAC suggested that the current time is opportune to apply for government projects/grants such as DST-DIST, UGC-SAP, DBT, ICSSR, etc., enhancing the university's research and academic endeavours.



- 3.4 Recognizing the need for technological advancement, the Director of IQAC proposed the digitization of footfall monitoring in the library to enhance efficiency and data accuracy.
- 3.5 The meeting included a thorough discussion of the IQAC application, covering criteria-specific details to ensure a comprehensive and detailed submission.
- 3.6 The NAAC documentation was critically reviewed, and the IQAC quorum expressed satisfaction with the progress made in the documentation's completeness and overall quality of work.
- 3.7 The quorum collectively agreed that the university is well-prepared to submit the NAAC application, reflecting confidence in the institution's adherence to quality standards. Constitution members of the IQAC expressed satisfaction with the progress made towards ensuring the quality of education, further affirming the dedication to maintaining high educational standards. The meeting was adjourned with a vote of thanks extended by the Chairperson, acknowledging the active participation and valuable contributions of all attendees.

Director IQAC

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CC to: IQAC constitution

PS to VC for information and records

Attendance of the attendee:

SN	Constitution	Name	Membership
1	Head of Institution	Dr Shyam Menon	Chairperson
2	Senior Administrative Officers	Dr Jaskiran Arora	Member
3		Abhay Sharma	Member
4		Col. Mohit Bawa	Member
5		Santanil Dasgupta	Member
6		Ms. Suneet Soni	Member
7	Teachers	Dr Kavita Chawla	Member
9		Dr Chhayabrita Maji	Member
10		Dr Ashok Suhag	Member
11		Dr Atul Mishra	Member
12		Dr Nandita Choudhary	Member
13		Dr Richa Mishra	Member
14		Dr Sangita Dutta Gupta	Member
15		Dr Sucheta Sardar	Member
16	Member from the Management	Ms Shuchika Vinayak	Member
17	Nominees from local society, students, Alumni	Ms Anita Gupta	Member
18		Mr Utkarsh Singh	Member
19		Ms Rubal Rathi	Member
22	Director- IQAC	Dr Rik Paul	Member Secretary