

**MoM: 2nd IQAC Meeting Held on 18 Oct. 2018**

1. 2<sup>nd</sup> Meeting of the Internal Quality Assurance Cell (IQAC) was held on Friday, **Oct. 18, 2018** at 04:00 PM in the Board Room, First Floor, Gateway Building (Block – A), BMU Campus, 67<sup>th</sup> Milestone, NH-8, Sidhrawali, Gurugram, Harynan – 122413.

2. The following were present during the meeting:

a)

S.No.	Member Name	Designation
1	Dr B S Satyanarayana Vice Chancellor	Chairperson
2	Dr M B Srinivas Dean, SOET	Member
3	Dr Vishal Talwar Dean, SOM	Member
4	Mr. Abhay Sharma Registrar	Member
5	Ms. Suneet Soni Controller of Examination	Member
6	Dr Ashok Upadhyay Librarian	Member
7	Dr Goldie Gabrani Professor, SOET	Member
8	Dr Swetasree Roy Associate Professor, SOET	Member
9	Dr Jaskiran Arora Professor, SOM	Member

10	Dr AK Prasada Rao Professor, SOET	Member
11	Dr Payal Kumar Professor, SOM	Member
12	Dr Nandita Choudhury Professor, SOET	Member
13	Mr. Anil Bansal Head, IT	Member
14	Dr Kalluri Vinayak Associate Professor, SOET	Member
15	Ms. Deepali Singh Assitent Professor, SOET	Member
16	Dr Ashok Suhag Assistant Professor, SOET	Member
17	Dr Kamal Kant Jain Assistant Professor, SOET	Member
18	Dr Ratna Sanyal Professor, SOET	Member
19	Dr Abhimanyu Rana Assistant Professor, SOET	Member
20	Dr Sudip Sanyal Director FCSE, SOET	Director
21	Vikas Kumar Assistant Registrar	Convener

b) Members Granted Leave of Absence: \_\_\_\_\_

c) At the outset, Chairperson welcomed all the members to the meeting. He emphasized on the importance of the IQAC & its role towards maintaining high standards of quality in education being imparted in the University.

d) After confirming the quorum, the meeting was conducted.

**2nd IQAC (A): Confirmation of minutes of 1st meeting of IQAC.**

The minutes of 1st IQAC meeting which was held on 16 April 2018 were circulated.

**2nd IQAC (B): Review of Action Taken on Minutes of 1st Meeting of the IQAC.**

Sr. No.	Agenda	Suggestions made / Decisions taken	Action taken
Item no. 01.01	The members were presented the course curriculum framework referring advisory meeting 2013 for updation. The members confirmed the same		
Item no. 01.02	The members were introduce the value added courses at school level and department level for approval. The members approved the same		
Item no. 01.03	The members were presented revision and standardization of data templates for approval. The members approved the same		
Item no. 01.04	The members were presented the verification of passport and application for foreign students for approval. The		

	members approved the same		
Item no. 01.05	The members were presented the Provision for differentially abled students in campus and to be mentioned in admission advertisement of BML Munjal University for ratification. The members ratify the same		
Item no. 01.06	The members decided to NDL awareness workshop to be conduct Librarian. The members confirm the same		
Item no. 01.07	The members were decided that the Scope of improvement in automation of examination process. The members confirm the same		
Item no. 01.08	The members were decided to circulation of research policy and seed grant policy. The members confirm the same		
Item no. 01.09	The members were decided to establishment of center for financial market. The members confirm the same		

**C-1** Minutes of last IQAC meeting were confirmed.

**C-2** To prepare a presentation on “Way Forward for NAAC accreditation” – The criteria wise preparation & data compilation for Self-Study report (SSR) to be prepared. Director IQAC proposed that various subcommittees to be assigned criteria wise responsibilities for forming the preparation & compilation of required data.

**C-3 Planning for collate the data for NAAC from various dept. as per the NAAC manual & SoP (Standard Operating Procedure) and applying for the NAAC in stipulated time** – The Chairperson desired that the subcommittees may be constituted in consultation with various departmental heads, both from the teaching & administrative departments for preparing the NAAC & the required data for NAAC should be collecting centrally, however, data pertaining to a department also be available in that department.

The committee suggested that the data ~~the data~~ will be maintained both centrally as well in the respective departments.

**C-3** The IQAC has approved for preparing the appropriate guidelines for slow learners and advanced learners suggested by members.

There being no other point, the meeting ended with a vote of thanks by the Chairperson.

**Director IQAC**

To:

All Members

Copy to:

PS to VC – For information of the VC

