



**JAIPURIA INSTITUTE  
OF MANAGEMENT**

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INDIRAPURAM, GHAZIABAD

(Approved by AICTE & Affiliated to Dr. A.P.J. Abdul Kalam Technical University, Lucknow)

### Minutes of Meeting (IQAC)

The meeting of IQAC was held with the members on 31<sup>st</sup> March, 2022, in the Faculty development room at 11.00 AM.

#### Members Present:

1. Dr Daviender Narang(Head IQAC)
2. Dr Ashwani Varshney (Coordinator IQAC)
3. Dr Sadananda Prusty
4. Dr Anil Kumar Gupta
5. Dr Ajay Tripathi
6. Dr Nidhi Mathur
7. Dr Anubha
8. Ms Sanandi Sachdeva

Following Points were discussed in the meeting:

1. The Head IQAC asked the members to present the AQAR documents to be uploaded and revised as per the last meeting held. The documents were reviewed and approved
2. The discussion was done on the reconstitution of the IQAC, the head IQAC told that the new members will be added only when new faculty will join till that time we will maintain the same status quo.
3. The discussion was done on the development of the infrastructure and also reviewed the maintenance of the existing infrastructure facilities.
3. It was decided that the all the functional committees will coordinate and have regular meeting with proper circular to all members.
4. To ensure the academic rigour the IQAC members were asked to present the academic plan. The Head IQAC also reviewed the proposed Action plan for next academic year and suggested revision
5. The IQAC members discussed on the up gradation of the existing ERP system and also finalised the course of action for the same.

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Jaipuria Institute of Management  
Indirapuram, Ghaziabad

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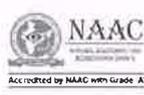
6. The audit report was presented before the members for suggestions. The members suggested for improvisation in the reports.
7. The head IQAC and the team members discussed on the strategies to improve IQAC initiatives.
8. It was decided that there should be regular meeting of the IQAC members for continuous improvement and review of academic and administrative activities.

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Indrapuram, Ghaziabad

In-Charge  
Internal Quality Assurance Cell

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**Meeting Attendance:**

S.No	Name	Signature
1.	Dr Daviender Narang	
2.	Dr Sadananda Prusty	
3.	Dr. Ashwani Varshney	
4.	Dr. Ajay Tripathi	
5.	Dr Nidhi Mathur	
6.	Dr. Anil Gupta	
7.	Dr. Anubha	
8.	Ms Sanandi Sachdeva	

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## CIRCULAR

**Ref No - JIM/Academics/IQAC Meeting/2022/346**

**Dated: 29/3/2022**

**Subject: Internal Quality Assurance meeting (IQAC) meeting**

On behalf of the Chairman IQAC (Prof (Dr) Daviender Narang (Director-JIM-G)), I am convening the IQAC Committee(IQAC) meeting on 31<sup>th</sup> March 2022 (Thursday) at 11 am in the FDP room

The agenda of the meeting is as follows:

- Review and assessment of AQAR report (2020 -21) for quality assurance and submission by the IQAC
- Reconstitution of IQAC and Review of various functional committees of the institute.
- To note the operationalization of the various Circulars for various functional committee
- Review of Development of Infrastructural facilities for the students
- To discuss proposals to be made in current academic year (Action plan of academic year)
- Review of Library standards and practices for the current academic year
- IQAC new initiatives and implementations
- Automation of process through ERP implementation.
- Review of audit reports of financial budgets for improvisation

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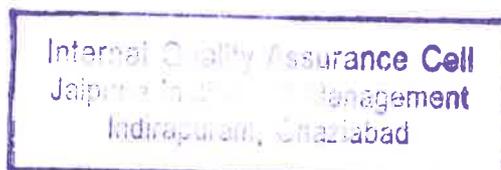
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The following members are requested to attend the meeting:

- Mr Vinod Malhotra (Management representative)
- Dr. Sadananda Prusty (Dean Academics)
- Dr. Ajay Tripathi (Associate Professor)
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2<sup>nd</sup> Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1<sup>st</sup> Year Students)
- Dr Sheetal (Assistant Professor)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Alumni Representatives

Dr Ashwani Kumar

Dean ( Students Welfare ) & Coordinator(IQAC)



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## IQAC meeting

1 message

**IQAC JIM** <jimiqac@jaipuria.edu.in>

Tue, Mar 29, 2022 at 4:16 PM

To: Nidhi Mathur <nidhi.mathur@jaipuria.edu.in>, Sanandi Chopra <sanandi@jaipuria.edu.in>, "Dr. Sadananda Prusty" <sadananda@jaipuria.edu.in>, Guneet Kaur <guneet@jaipuria.edu.in>, ajayinvns <ajayinvns@gmail.com>, "Dr. Sheetal" <sheetal@jaipuria.edu.in>, "Dr. Anubha" <Anubha@jaipuria.edu.in>, devi@jaipuria.edu.in, Himanshu Sharma <himanshu@jaipuria.edu.in>, "Dr. Anil Kumar Gupta" <anilyashika@gmail.com>, nardav@gmail.com

### CIRCULAR

**Ref No - JIM/Academics/IQAC Meeting/2022/345**

Dated: 29/3/2022

**Subject: Internal Quality Assurance meeting (IQAC) meeting**

On behalf of the Chairman IQAC (Prof (Dr) Daviender Narang (Director-JIM-G)), I am convening the IQAC Committee(IQAC) meeting on 31<sup>th</sup> March 2022 (Thursday) at 11 am in the FDP room

The agenda of the meeting is as follows:

- Review and assessment of AQAR report (2020 -21) for quality assurance and submission by the IQAC
- Review of various functional committees of the institute.
- To note the operationalization of the various Circulars for various functional committee
- Review of Development of Infrastructural facilities for the students
- To discuss proposals to be made in current academic year (Action plan of academic year)
- Review of Library standards and practices for the current academic year
- IQAC new initiatives and implementations
- Automation of process through ERP implementation.
- Review of audit reports of financial budgets for improvisation

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regards

**Dr. Ashwani  
Kumar Varshney**  
Dean (Students Welfare)



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## CIRCULAR

Dated: 10/06 /2022

Ref No - JIM/Academics/IQAC Meeting/2022/155

### **Subject: Internal Quality Assurance meeting (IQAC) meeting**

On behalf of the Chairman IQAC (Prof (Dr) Daviender Narang (Director-JIM-G)), I am convening the IQAC Committee(IQAC) on 16th June 2022 (Monday) at 3 pm in the IQAC Cell.

The agenda of the meeting is as follows:

- Update on the progress of compiling the Annual Quality Assurance Report (AQAR) documents.
- Commencement of New Course MBA Banking and Finance from the next academic session
- Overview of ongoing infrastructure development projects
- Discussion on achievements, challenges, and revisions required in academic and action plans
- Update on the initiation of value addition programs through MOOCs platforms such as Udemy, Coursera, and NPTEL.
- Review of Placement Activities and Placement Report
- Faculty Empowerment Strategies and Resource Mobilization

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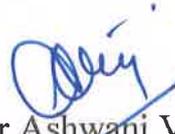
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- Formulation of action plans based on stakeholder feedback to enhance institutional effectiveness.
- Review of ISO and Green Energy Audit Report:

The following members are requested to attend the meeting:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

  
Dr Ashwani Varshney  
IQAC Coordinator

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## Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

Date: 16th June 2022 (Monday)

Ref No - JIM/Academics/IQAC Meeting/2022/162

### Attendees:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin)
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

### Agenda Points as discussed in the IQAC meeting :

#### 1. Update on AQAR Compilation Progress:

The IQAC Coordinator provided a detailed update on the progress of compiling the Annual Quality Assurance Report (AQAR) documents. Discussion ensued regarding the collection, analysis, and interpretation of data for the AQAR.

Action Item: IQAC Coordinator to oversee the completion of AQAR compilation and submission within the stipulated timeline.

#### 2. Commencement of New Course MBA Banking and Finance:

The proposal to introduce a new course, MBA Banking and Finance, from the next academic session was thoroughly examined. Consideration was given to the curriculum structure, course content, and faculty requirements for the new program. It was agreed to form a curriculum development committee comprising subject matter experts to draft the syllabus.

Action Item: IQAC Coordinator to coordinate the establishment of the curriculum development committee and oversee the course development process.

#### 3. Overview of Infrastructure Development Projects:

The ongoing infrastructure development projects were reviewed in detail, including construction, renovation, and maintenance initiatives. Challenges related to budget constraints, project delays, and procurement issues were discussed. Suggestions were made to prioritize critical projects and explore alternative funding sources.

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Action Item: Dr Anil Gupta (Dy Director Admin.) to provide a comprehensive progress report on infrastructure projects and identify solutions for overcoming challenges to the Director office .

#### 4. Achievements, Challenges, and Revisions in Academic and Action Plans:

A comprehensive review of academic and action plans was conducted, focusing on accomplishments, obstacles, and areas requiring revision. Faculty and student feedback were considered in identifying strengths and weaknesses of existing plans. Recommendations were made for updating curriculum content, enhancing teaching methodologies, and aligning action plans with institutional goals.

Action Item: Dean Academics to revise academic and action plans based on the discussions and feedback received.

#### 5. Initiation of Value Addition Programs through MOOCs Platforms:

An update was provided on the launch of value addition programs through MOOCs platforms such as Udemy, Coursera, and NPTEL. Strategies to promote student participation, monitor progress, and evaluate effectiveness of the programs were discussed. Consideration was given to integrating MOOCs content into existing courses and offering certification pathways.

Action Item: Course coordinators to coordinate with MOOCs platforms and monitor student engagement in value addition programs.

#### 6. Review of Placement Activities and Report:

The Placement Coordinator presented a comprehensive review of placement activities and the placement report for the previous academic year. Analysis of placement trends, industry feedback, and student placements outcomes were discussed. Recommendations were made for strengthening industry-academic partnerships, enhancing skill development initiatives, and improving placement support services.

Action Item: Placement Coordinator to implement recommendations for enhancing placement activities and outcomes.

#### 7. Faculty Empowerment Strategies and Resource Mobilization:

Various faculty empowerment strategies and resource mobilization initiatives were deliberated upon. Suggestions included organizing faculty development programs, providing research grants, and facilitating collaboration with industry experts. The need for allocating sufficient resources and creating opportunities for professional growth and recognition were emphasized.

Action Item: Deans to explore funding opportunities and develop faculty empowerment programs in consultation with academic leadership.

#### 8. Formulation of Action Plans based on Stakeholder Feedback:

Action plans based on stakeholder feedback to enhance institutional effectiveness were developed collaboratively. Priority areas identified included improving student support services, enhancing

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academic quality, and strengthening infrastructure facilities. Strategies for soliciting ongoing feedback from stakeholders and monitoring the implementation of action plans were discussed.

Action Item: IQAC Members to oversee the implementation of action plans and regularly review progress against established benchmarks.

**9. Review of ISO and Green Energy Audit Report:**

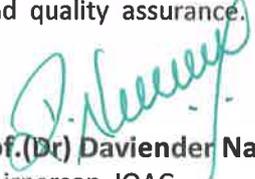
The ISO and Green Energy Audit reports were meticulously reviewed, focusing on compliance with standards and environmental sustainability initiatives. Observations and recommendations from the audit reports were considered for improving processes and practices. Action items were identified to address non-compliance issues and implement corrective measures.

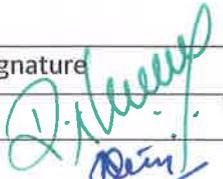
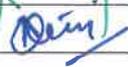
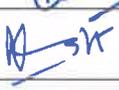
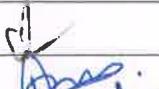
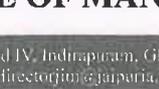
Action Item: Dr Anil Gupta (Dy Director Admin.) to develop an action plan for addressing audit findings and ensuring compliance with ISO standards and green energy initiatives.

**Closing Remarks:**

The Chairperson expressed gratitude to all attendees for their active participation and valuable contributions to the meeting. It was emphasized that the outcomes of the discussions would guide future initiatives aimed at enhancing institutional effectiveness and quality assurance. The meeting adjourned at 4:30 pm

  
**Dr Ashwani Varshney**  
 IQAC Coordinator

  
**Prof. (Dr) Daviender Narang**  
 Chairperson, IQAC

S.No.	Name of the Member Present	Signature
1	Prof. (Dr) Daviender Narang	
2	Dr Ashwani Varshney	
3	Dr Nidhi Mathur	
4	Dr Anubha	
5	Dr Ajay Tripathi	
6	Ms Sanandi Sachdeva	
7	Dr Anil Gupta	
8	Dr I. B Singh	
9	Abhay singh	
10	Vinod Malhotra	

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## CIRCULAR

Dated: 20/9/2022

Ref No - JIM/Academics/IQAC Meeting/2022/278

**Subject: Internal Quality Assurance meeting (IQAC) meeting**

On behalf of the Chairman IQAC (Prof (Dr) Daviender Narang (Director-JIM-G)), I am convening the IQAC Committee(IQAC) on 26th September 2022 (Monday) at 3 pm in the IQAC Cell.

The agenda of the meeting is as follows:

- Update & approval on the progress of submission of the Annual Quality Assurance Report (AQAR)
- Review of Institutional Innovation Council Activities – Quarterly plan
- Quality consciousness and assessment of academic activities and student learning activities
- Review of Internal Examination mechanism – Transparency and Students grievances
- Initiatives for Research & Development
- Management development programmes - Designing Evaluation Criteria and Feedback Mechanisms
- Review of Cocubes assessment report for skill assessment of students
- Review of Summer Internship and placement policy of the institute

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The following members are requested to attend the meeting:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

**Dr Ashwani Varshney**  
IQAC Coordinator

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## Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

Date: 26th September 2022 (Monday)

Ref No - JIM/Academics/IQAC Meeting/2022/278

### Attendees:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

### Agenda Points as discussed in the IQAC meeting :

#### 1. Update & Approval on AQAR Progress:

The IQAC Coordinator presented an update on the progress of submission of the Annual Quality Assurance Report (AQAR). Discussion ensued regarding the completion of AQAR documentation, data validation, and submission deadlines. Minor amendments were proposed and approved before finalizing the report for submission.

#### 2. Review of Institutional Innovation Council Activities

The quarterly plan for Institutional Innovation Council (IIC) activities was reviewed and discussed. Achievements, challenges, and upcoming initiatives of the IIC were evaluated to foster a culture of innovation and entrepreneurship. Recommendations were made for enhancing collaboration with industry partners and promoting student-led innovation projects.

#### 3. Quality Consciousness and Assessment of Academic Activities

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Quality consciousness and assessment of academic activities and student learning outcomes were deliberated upon. Strategies for enhancing teaching effectiveness, curriculum relevance, and assessment methods were discussed. Emphasis was placed on fostering a conducive learning environment and promoting continuous improvement in academic standards.

#### **4. Review of Internal Examination Mechanism**

Transparency and students' grievances related to the internal examination mechanism were thoroughly examined. Measures to ensure fairness, transparency, and accountability in the examination process were reviewed. Suggestions were made for streamlining examination procedures, addressing grievances promptly, and enhancing communication channels with students.

#### **5. Initiatives for Research & Development**

Various initiatives for Research & Development (R&D) were discussed, including funding opportunities, collaboration with industry, and promoting interdisciplinary research. Strategies for enhancing research productivity, securing research grants, and fostering innovation were explored. Action items were identified to support faculty research endeavors and facilitate knowledge transfer to industry.

#### **6. Management Development Programmes (MDPs)**

The design of evaluation criteria and feedback mechanisms for Management Development Programmes (MDPs) was reviewed. Discussion centered on assessing the effectiveness of MDPs in enhancing managerial skills, leadership qualities, and organizational effectiveness. Recommendations were made for incorporating participant feedback, industry relevance, and measurable outcomes into MDP evaluations.

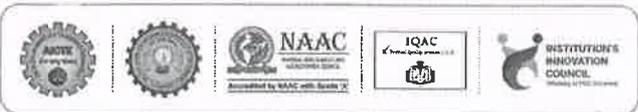
#### **7. Review of Cocubes Assessment Report**

The Cocubes assessment report for skill assessment of students was reviewed in detail. Analysis of student performance, skill gaps, and areas for improvement were discussed. Strategies for integrating Cocubes assessments into academic planning and enhancing students' employability skills were explored.

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**8. Review of Summer Internship and Placement Policy:**

The Summer Internship and Placement Policy of the institute were reviewed to ensure alignment with industry trends and student career aspirations. Evaluation criteria, internship guidelines, and placement support services were evaluated for effectiveness and relevance. Suggestions were made for strengthening industry connections, expanding internship opportunities, and enhancing placement outcomes.

**Closing Remarks:**

The Chairperson expressed appreciation to all attendees for their active participation and valuable insights shared during the meeting. It was emphasized that the outcomes of the discussions would inform strategic decisions and action plans for enhancing institutional quality and effectiveness.

**Dr Ashwani Varshney**  
 IQAC Coordinator

**Prof. (Dr) Daviender Narang**  
 Chairperson, IQAC

S.No.	Name of the Member Present	Signature
1	Prof. (Dr) Daviender Narang	
2	Dr Ashwani Varshney	
3	Dr Nidhi Mathur	
4	Dr Anubha	
5	Dr Ajay Tripathi	
6	Ms Sanandi Sachdeva	
7	Dr Anil Gupta	
8	Dr I. B Singh	
9	Abhay singh	
10	Vinod Malhotra	

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## CIRCULAR

Dated: 18/12/2022

Ref No - JIM/Academics/IQAC Meeting/2022/422

**Subject: Internal Quality Assurance meeting (IQAC) meeting**

On behalf of the Chairman IQAC (Prof (Dr) Daviender Narang (Director-JIM-G)), I am convening the IQAC Committee(IQAC) on 22th December 2022 (Monday) at 3 pm in the IQAC Cell.

The agenda of the meeting is as follows:

- Examination strategies aimed at enhancing academic rigor and refining the curriculum.
- Embracing novel teaching methodologies and educational approaches utilizing technological interventions.
- Evaluation and deliberation on outcomes derived from student feedback surveys to enhance teaching practices.
- Implementation of student support services encompassing counseling and career guidance initiatives.
- Presentation and examination of financial budget audit reports.
- Analysis of budget distribution, spending trends, and adherence to financial protocols.
- Restructuring of various Functional Committees within the institution.
- Review of Admission Policy for the forthcoming session

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The following members are requested to attend the meeting:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

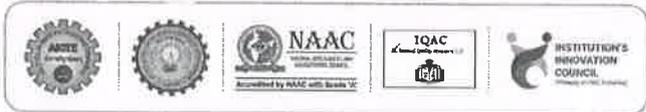
**Dr Ashwani Varshney**  
IQAC Coordinator

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## Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

Date: 22th December 2022 (Monday)

Ref No - JIM/Academics/IQAC Meeting/2022/428

### Attendees:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

### Agenda Points as discussed in the IQAC meeting :

#### Agenda Items:

#### 1. Examination Strategies for Academic Rigor:

Examination strategies aimed at enhancing academic rigor and refining the curriculum were discussed. Measures such as rigorous question setting, diversified assessment methods, and continuous evaluation were proposed. Emphasis was placed on aligning examination practices with learning objectives and promoting critical thinking skills among students.

#### 2. Embracing Novel Teaching Methodologies:

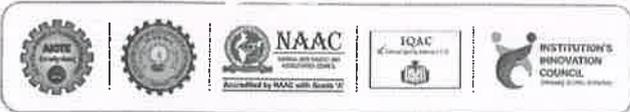
The adoption of novel teaching methodologies and educational approaches utilizing technological interventions was deliberated upon. Examples of innovative teaching tools, flipped classroom models, and experiential learning techniques were shared. Strategies for integrating technology into the curriculum to enhance engagement and learning outcomes were explored.

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**3. Evaluation of Student Feedback Surveys:**

Outcomes derived from student feedback surveys were presented and deliberated upon to enhance teaching practices. Analysis of feedback data, identification of areas for improvement, and action plans for addressing student concerns were discussed. Emphasis was placed on fostering an open feedback culture and incorporating student input into course development and delivery.

**4. Implementation of Student Support Services:**

The implementation of student support services encompassing counseling and career guidance initiatives was reviewed. Existing support mechanisms, such as counseling centers, career development workshops, and mentorship programs, were evaluated. Strategies for expanding and enhancing support services to address diverse student needs were proposed.

**5. Presentation of Financial Budget Audit Reports:**

Financial budget audit reports were presented and examined in detail. Analysis of budget distribution, spending trends, and adherence to financial protocols was conducted.- Areas of overspending, underspending, and financial discrepancies were identified for further investigation and corrective action.

**6. Restructuring of Functional Committees:**

Discussion took place regarding the restructuring of various Functional Committees within the institution. Consideration was given to the scope, objectives, and composition of each committee to ensure optimal functionality and efficiency. Recommendations were made for revising committee mandates, appointing new members, and establishing clear communication channels.

**7. Review of Admission Policy:**

The Admission Policy for the forthcoming session was reviewed to ensure alignment with institutional goals and regulatory requirements. Evaluation criteria, admission procedures, and quota allocations were examined for fairness, transparency, and inclusivity. Suggestions for streamlining the admission process, enhancing outreach efforts, and improving diversity were discussed.

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**Closing Remarks:**

The Chairperson extended appreciation to all participants for their lively involvement and valuable input throughout the session. It was emphasized that the conclusions drawn from the discussions would guide strategic endeavors aimed at improving the efficiency of the institution and ensuring the maintenance of high-quality standards.

**Dr Ashwani Varshney**  
IQAC Coordinator

**Prof. (Dr) Daviender Narang**  
Chairperson, IQAC

S.No.	Name of the Member Present	Signature
1	Prof. (Dr) Daviender Narang	
2	Dr Ashwani Varshney	
3	Dr Nidhi Mathur	
4	Dr Anubha	
5	Dr Ajay Tripathi	
6	Ms Sanandi Sachdeva	
7	Dr Anil Gupta	
8	Dr I. B Singh	
9	Abhay singh	
10	Vinod Malhotra	

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## CIRCULAR

Dated: 22/03/2023

Ref No - JIM/Academics/IQAC Meeting/2023/076

**Subject: Internal Quality Assurance meeting (IQAC) meeting**

On behalf of the Chairman IQAC (Prof (Dr) Daviender Narang (Director-JIM-G)), I am convening the IQAC Committee(IQAC) on 27th March 2023 (Monday) at 11 a.m in the IQAC Cell.

The agenda of the meeting is as follows:

- Review of Functional committees minutes for improvisation for the year 2022-23
- Review of Library Standards and practices of the current year
- Review of Institutional Feedback system – Faculty , students , Alumni and Recruiters and steps to be taken for improvisation
- Review of University cell mechanism and grievances related to External examination
- Approval of Action plan of IQAC & Initiatives to be taken
- Review of Workshops/Guest lectures conducted in the last semester and feedback mechanism for attainment of programme outcomes
- Adoption of innovative teaching methodologies and pedagogical approaches based on IT intervention
- Review of FDPs/MDPs and Resume building workshops conducted in the year 2022-23

The following members are requested to attend the meeting:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor

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- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

**Dr Ashwani Varshney**  
IQAC Coordinator

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## Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

Dated: 27th March 2023 (Monday)

Ref No - JIM/Academics/IQAC Meeting/2023/080

### Attendees:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Adviser- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

### Agenda Points as discussed in the IQAC meeting :

#### 1. Review of Functional Committees Minutes:

The minutes of Functional Committees for the year 2022-23 were reviewed for improvisation. Discussions were held on identifying areas for improvement and enhancing the effectiveness of committee operations. Action points were identified to address any shortcomings and streamline committee processes.

#### 2. Review of Library Standards and Practices:

The library standards and practices for the current year were reviewed and assessed. Evaluation of library services, resources, and facilities was conducted to ensure alignment with institutional goals and user needs. Recommendations were made for enhancing library services, updating resources, and improving user experience.

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### **3. Review of Institutional Feedback System:**

The institutional feedback system for faculty, students, alumni, and recruiters was evaluated. Feedback mechanisms, survey results, and areas for enhancement were discussed. Strategies were devised to improve feedback collection methods, analyze data effectively, and address concerns raised by stakeholders.

### **4. Review of University Cell Mechanism:**

The mechanism for handling grievances related to external examinations was reviewed. Examination procedures, grievances received, and resolutions provided were analyzed. Measures to enhance transparency, fairness, and efficiency in handling examination-related grievances were discussed and proposed.

### **5. Approval of IQAC Action Plan:**

The IQAC action plan for the upcoming period was presented and discussed. Initiatives to be undertaken for enhancing institutional quality and effectiveness were reviewed. The action plan was approved with necessary amendments and additions.

### **6. Review of Workshops/Guest Lectures:**

Workshops and Guest lecture conducted in the last semester were reviewed. Feedback received from participants and stakeholders regarding the effectiveness and relevance of the sessions were analyzed. Recommendations were made for improving future workshop and lecture programs to better align with program outcomes.

### **7. Adoption of Innovative Teaching Methodologies:**

The adoption of innovative teaching methodologies and pedagogical approaches based on IT intervention was discussed. Examples of innovative teaching tools, technology-enhanced learning methods, and best practices were shared by IQAC members in the meeting. Strategies for integrating technology into teaching to enhance student engagement and learning outcomes were explored.

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**8. Review of FDPs/MDPs and Resume Building Workshops:**

FDPs/MDPs and resume building workshops conducted in the year 2022-23 were reviewed. Evaluation of program content, participant feedback, and outcomes achieved were discussed. Recommendations were made for enhancing the effectiveness and relevance of future professional development programs.

**Closing Remarks:**

The Chairperson thanked all attendees for their active participation and valuable contributions. It was emphasized that the outcomes of the meeting would guide strategic decisions and initiatives to enhance institutional quality and effectiveness.

**Dr Ashwani Varshney**  
IQAC Coordinator

**Prof. (Dr) Daviender Narang**  
Chairperson, IQAC

S.No.	Name of the Member Present	Signature
1	Prof. (Dr) Daviender Narang	
2	Dr Ashwani Varshney	
3	Dr Nidhi Mathur	
4	Dr Anubha	
5	Dr Ajay Tripathi	
6	Ms Sanandi Sachdeva	
7	Dr Anil Gupta	
8	Dr I. B Singh	
9	Abhay singh	
10	Vinod Malhotra	

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## CIRCULAR

Dated: 06/06 /2023

Ref No - JIM/Academics/IQAC Meeting/2023/185

**Subject: Internal Quality Assurance meeting (IQAC) meeting**

On behalf of the Chairman IQAC (Prof (Dr) Daviender Narang (Director-JIM-G)), I am convening the IQAC Committee(IQAC) on 12th June 2023 (Monday) at 3 pm in the IQAC Cell.

The agenda of the meeting is as follows:

- Update on the progress of compiling the Annual Quality Assurance Report (AQAR) documents
- Summary of current infrastructure development endeavours
- Dialogue on accomplishments, obstacles, and necessary modifications in academic and action strategies
- Progress update on the commencement of supplementary programs via MOOCs platforms including Udemy, Coursera, and NPTEL
- Assessment of Placement endeavors and examination of Placement Report
- Strategies for empowering faculty and procuring resources
- Crafting of action plans informed by stakeholder input to amplify institutional efficacy
- Examination of Green Energy Audit findings

The following members are requested to attend the meeting:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor

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- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

**Dr Ashwani Varshney**  
IQAC Coordinator

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## Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

Dated: 12/06 /2023

Ref No - JIM/Academics/IQAC Meeting/2023/159

### Attendees:

- Prof. (Dr) Daviender Narang, Director
- Dr Ashwani Varshney, IQAC Coordinator
- Dr. Ajay Tripathi, Associate Professor
- Dr. Nidhi Mathur (Associate Professor & Program Chairperson 2nd Year Students)
- Dr. Anubha (Associate Professor & Program Chairperson 1st Year Students)
- Ms. Sanandi Sachdeva (Assistant Professor & Placement Coordinator)
- Dr Anil Gupta (Dy. Director (Admin))
- Dr I B Singh ( Local representative)
- Mr Vinod Malhotra , Advisor- Jaipuria Group of Institutions
- Mr Abhay Singh , Alumni MBA Batch (2016-18)

### Agenda Points as discussed in the IQAC meeting :

#### 1. Update on AQAR Compilation Progress

The progress of compiling the Annual Quality Assurance Report (AQAR) documents was reviewed. Updates on data collection, analysis, and documentation processes were provided. Timelines for completing and submitting the AQAR were discussed and reaffirmed.

#### 2. Summary of Infrastructure Development:

A summary of current infrastructure development endeavors was presented. Ongoing projects, achievements, challenges, and future plans for infrastructure enhancement were discussed. Strategies for optimizing infrastructure utilization and addressing infrastructure-related issues were explored.

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### **3. Dialogue on Academic and Action Strategies:**

Accomplishments, obstacles, and necessary modifications in academic and action strategies were discussed. Feedback from stakeholders, including faculty, students, and alumni, was considered. Actionable insights were identified to enhance the effectiveness and relevance of academic and action plans.

### **4. Progress Update on Supplementary Programs via MOOCs Platforms:**

Progress updates on the commencement of supplementary programs via MOOCs platforms (e.g., Udemy, Coursera, NPTEL) were provided. Participation rates, course offerings, and student engagement levels were reviewed. Strategies for expanding access to supplementary learning resources and promoting active participation were discussed.

### **5. Assessment of Placement Endeavors:**

Placement endeavors and the Placement Report were assessed. Placement statistics, employer feedback, and student outcomes were analyzed. Recommendations for strengthening placement initiatives and improving student employability were considered.

### **6. Strategies for Faculty Empowerment and Resource Procurement:**

Strategies for empowering faculty and procuring resources were discussed. Faculty development programs, training initiatives, and resource allocation mechanisms were reviewed. Efforts to enhance faculty skills, expertise, and teaching effectiveness were prioritized.

### **7. Crafting of Action Plans for Institutional Efficacy:**

Action plans informed by stakeholder input to amplify institutional efficacy were crafted. Key areas for improvement, priority initiatives, and measurable objectives were identified. Responsibilities, timelines, and monitoring mechanisms for implementing action plans were established.

### **8. Examination of Green Energy Audit Findings:**

Green Energy Audit findings were examined. Energy conservation measures, renewable energy initiatives, and sustainability practices were reviewed. Recommendations for enhancing energy efficiency and reducing environmental impact were discussed.

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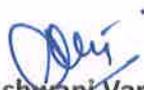
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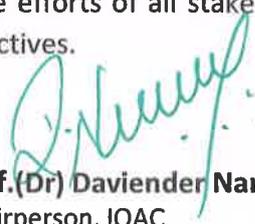
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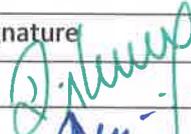
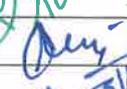
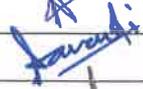


**Closing Remarks:**

The Chairperson conveyed gratitude to all participants for their significant input and engagement during the meeting, highlighting the importance of their contributions. It was underscored that the insights gleaned from the discussions would play a pivotal role in shaping strategic decisions and implementing initiatives to elevate the quality and efficacy of the institution. Additionally, it was reiterated that the collaborative efforts of all stakeholders are integral to achieving the institution's overarching goals and objectives.

  
**Dr Ashwani Varshney**  
 IQAC Coordinator

  
**Prof. (Dr) Daviender Narang**  
 Chairperson, IQAC

S.No.	Name of the Member Present	Signature
1	Prof. (Dr) Daviender Narang	
2	Dr Ashwani Varshney	
3	Dr Nidhi Mathur	
4	Dr Anubha	
5	Dr Ajay Tripathi	
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