

Minutes of the meeting

23.11.24

An IQAC meeting was held in Director's office on 23.11.24 at 1.00 P.M.

The agenda of the meeting was:

- 1) To discuss the status of submission of AQAR 23-24.
- 2) To discuss quality initiatives for upcoming session.

Minutes of the meeting:

1 Under the guidance of the Director, MSI and with the combined efforts of all HODs, Criteria Conveners, members of NAAC and all faculty members, the AQAR 2023-24 was successfully completed. The AQAR 2023-24 was circulated to all the HODs for necessary review. With the permission of Director, MSI, the Annual Quality Assurance Report for the year 2023-2024 has been submitted successfully online on the NAAC Portal.

2. All the HODs were informed to organize atleast one Add-on Certificate programs of minimum 30 hours in their respective departments every semester.

3. To ensure more number of students is benefitted by the scholarships offered by various government agencies, HODs were requested to submit the names of more number of eligible students for scholarships.

4. As a part of Quality Initiatives, HODs were encouraged to organize International and National level Seminars and Conferences.

5. Dr. Jasbir Singh was requested to pursue the matter related to MACP.

6. Alumni Committee members Dr. Rajeev Dahiya (Associate Professor), Dr. Shailza and Dr. Ravinder Kajal along with other committee members were informed to ensure proper functioning/registration of Alumni Association and update the status to Director, MSI.

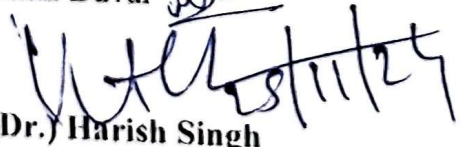
7. Feedback committee was asked to submit the list of faculty members who had less than 80% feedback in the previous semester.

8. The format of Career Appraisal Report (CAR) to be mailed by the Deputy Director to all the faculty members.
9. Faculty requirements for next semester if any must be submitted by the next week by Dr Parul Deshwal, Time-Table Committee Convener.
10. Purchase requirements to be collected by all the HODs for the upcoming semester of their respective department and must be submitted to Dr. Vijay Dahiya.
11. Discipline Cases to be resolved by the Discipline Committee, report with action taken to be submitted to Director, MSI.
12. Progress of all Inspection Committee compliances to be submitted by Dr Promila Dabas in coordination with Dr. Jasbir Singh.
13. HODs were informed to encourage large number of students to register and appear for campus placements. Data with respect to students registered should be submitted to Director, MSI on regular basis by CDC, MSI (Mr. Rohit Lather, Convenor).
14. As a part of quality initiative, Feedback Committee to take feedback of sessions such as Soft Skills Development, Career Counseling etc. organized by Career Development Cell.
15. Stock Verification to be completed by 4.12.2024 and report must be submitted to the Director, MSI by Dr. Parul Deshwal.
16. For promoting quality in co-curricular activities HODs were informed to conduct more activities specifically under the head: Professional Values, Ethics, Environment Awareness, Gender Sensitization, Indian Knowledge System etc.

NAAC/IQAC Coordinators

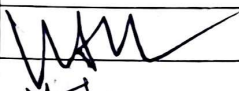
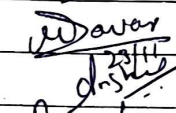
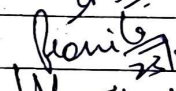
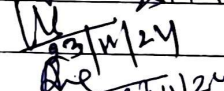
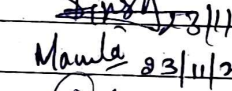
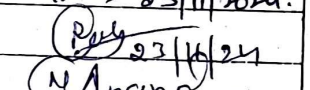
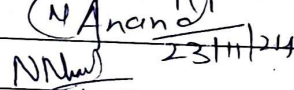
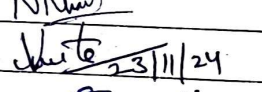
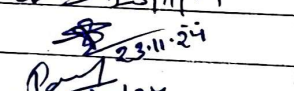
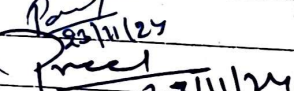
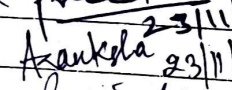
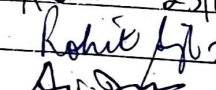
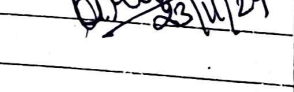
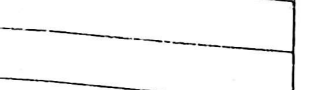
Dr. Monika Tushir

Dr. Monika Davar


Prof. (Dr.) Harish Singh
Director, MSI

Attendance of IQAC meeting

23/11/24

S. No.	Name	Signature
1.	Prof. Harish Singh, Director	
2.	Dr. Monika Tushir, Convenor IQAC	
3.	Dr. Monika Datar, Co-Convenor IQAC	
4.	Dr. Anshu Lochab	
5.	Dr. Pramila Dabas	
6.	Dr. Usha Rani Malik	
7.	Dr. Anamika Rana	
8.	Dr. Jasbir Singh	
9.	Dr. Mamta Gupta	
10.	Dr. Rafeer Dahiya	
11.	Dr. Neetu Anand	
12.	Dr. Neetu Narwal	
13.	Vinita Tomar	
14.	S. P. Chauhan	
15.	Dr. Parul Deshwal	
16.	Dr. PRIYI MAUK	
17.	Ms. Akanksha Singh	
18.	Dr. Rohit Lj Dahiya	
19.	Dr. Vijay Dahiya	
20.	Dr. Kirti Dahiya	
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