

**Minutes of Meeting of IQAC at Dr KNMIPER**

Dated: 17.07.2019

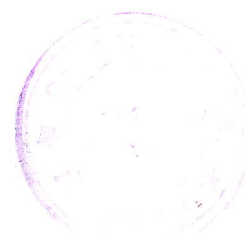
A meeting of IQAC was held on 15<sup>th</sup> July, 2019 at 2.00 PM at IQAC office in Dr KNMIPER. The following members were present:

S. No.	Specification as per IQAC guidelines	Name
1.	Chairperson	Prof. Vijay Kumar Sharma
2.	Co-ordinator	Dr. Arundhati Bhattacharya
3.	Faculty Member Faculty Member Faculty Member Faculty Member Faculty Member Faculty Member	Dr. Anuj Agarwal Ms. Smita Singh Mr. Kapil Sachan Ms. Mukundlata Bharti Mr. Pranjal Kumar Singh Ms. Ujjwal Bharti
4.	Management Member	Capt. Rajeev Saxena
5.	Administrative Member Administrative Member	Mr Hariom Sharma Ms. Mamta Tyagi
6.	Local Society Member Student Member Alumni Member	Prof. K. K. Jha Ms. Ragini Pandey Dr. Anurag Kumar
7.	Employer Member Stakeholder Member Industrialist Member	Dr. Rajeev Agarwal Dr. Amit Agarwal Mr. Karunesh Tyagi

Mr. Suryakant Verma and Mr. Manoj Kumar Sharma were absent due to their personal reasons

**Agenda of meeting**

1. Objective and purpose of newly constituted IQAC.
2. Roles and responsibilities of various members of IQAC.



## Minutes of meeting

1. The Coordinator-IQAC welcomed honorable Chairperson (Director Dr. KNMIPER), Vice Chairman, and all the members present in the meeting. He appraised the purpose of the meeting.
2. The meeting started with the introductory remarks given by the honorable Chairperson and Coordinator of IQAC. All the IQAC members introduced themselves.
3. To discuss the roles, responsibilities and objectives of IQAC.
4. The Chairperson described that the objective, strategies and function of the IQAC has already been described comprehensively in the IQAC manual, therefore, resolved that IQAC cell shall adopt objective, strategies and function as per manual of the IQAC.

The vision, objective, strategies and function of IQAC is as follows:-

### **IQAC – Vision**

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

### **Objective**

**The primary aim of IQAC is**

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

### **Strategies**

**IQAC shall evolve mechanisms and procedures for**

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;

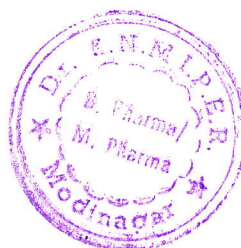


- b) Relevant and quality academic/ research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of assessment and evaluation process;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

### **Functions**

#### **Some of the functions expected of the IQAC are:**

- a) Development and application of quality benchmarks
- b) Parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.



Meeting ended at 3.30 PM with vote of thanks to chair.

CC to:

1. Respected Chairman sir for his information, pl
2. Director for his information, pl
3. All IQAC members
4. All HoDs & exam cell for necessary action, pl

