

IQAC/SSSUTMS/ 45

Date: 09th Dec 2023

MINUTES OF MEETING INTERNAL QUALITY ASSURANCE CELL (IQAC)
(Academic Year 2023-24)

Date: 09 Dec 2023, **Time:** 1:30 PM **Venue:** Board Room, Block – A

After ascertaining the quorum of the meeting, Director IQAC started meeting with the permission of the chair and welcomed all the members of university IQAC.

- AGENDA 1:** Review of minutes of previous IQAC Meeting and subsequent action taken
- AGENDA 2:** Action Taken Report (ATR) on minutes of previous IQAC Meeting
- AGENDA 3:** Analysis of current semester Curricular and Co-curricular activities
- AGENDA 4:** End Term Exam preparation and briefing
- AGENDA 5:** Academic Preparation for upcoming semester
- AGENDA 6:** Training and Placement activities for upcoming semester
- AGENDA 7:** Research publication, patent and research project submission for grant
- AGENDA 8:** Discussion on student's council
- AGENDA 9:** Offering Addition of Value Added courses, Ad on courses, Outreach courses, Certificate Courses and other courses

IQAC meeting for Academic Session 2023-24 was held on 09 December 2024. The following members attended the meeting.

S. No.	Name	Designation	Post
1	Prof. Mukesh Tiwari	Vice-Chancellor	Chairperson
2	Prof. Hemant Sharma	Professor	Member
3	Prof. Sanjay Rathor	Professor	Member
4	Prof. S.B. Tambe	Professor	Member
5	Prof. A.K Dubey	Professor	Member
6	Prof. Tabhessum Khan	Professor	Member

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7	Prof. C.K. Tyagi	Professor	Member
8	Prof. Anuradha Devi	Professor	Member
9	Prof. Minakshi Pathak	Professor	Member
10.	Prof. Dheeraj Agarwal	External Member	Member
11.	Mr. Anil kumar	External Member	Member
12.	Prof. Manoj Shukla	External Member	Member
13.	Prof. Rajendra Singh Kushwah	Professor & Director IQAC	Member

Hon'ble Vice Chancellor Pro. Mukesh Tiwari addressed all IQAC members.

Director IQAC presented the agenda items for discussion:

AGENDA - 1: Confirmation of minutes of previous IQAC Meeting held on 20th Sep 2023.

Resolution: The minutes of the meeting were read out, followed by a formal discussion with all IQAC members, and were subsequently approved by the IQAC members.

AGENDA - 2: Action Taken Report of minutes of previous IQAC Meeting was presented. IQAC members took note of ATR.

S. No.	Agenda for discussion	Discussion and Action Taken for Implementation & Outcomes
1.	Remedial Classes	Discussions: Remedial classes specially for mathematics has been implemented and soft skill training program offered to all first year students. Action Taken: No Action Pending
2.	Academic Audit and Administrative Audit	Discussions: Academic Audit and Administrative Audit still pending in some department. Action Taken: Registrar and Dean Academics were asked to take responsibility and submit final report to IQAC.
3.	Academic - Industrial Collaboration	Discussions: T & P Head contacted to some companies their responses in pending. Action Taken: Work pending, Instruction were given T&P Head to make collaboration with at least 15 companies of various



		sectors in the session 23-24.
4.	PO Attainment Analysis	Discussions: PO attainment analysis was done by each department. Action Taken: No work pending
5.	CO Attainment Analysis	Discussions: CO attainment analysis was done by each department. Action Taken: No work pending

Above action taken report is noted by all the IQAC Members.

Agenda 3: Analysis of current semester Curricular and Co-curricular activities

Resolution:

- The committee discussed the current semester's curricular and co-curricular activities.
- Identified strengths and areas for improvement in the existing activities.
- Proposed measures to enhance the overall quality and effectiveness of the activities.

Agenda 4: End Term Exam preparation and briefing

Resolution:

- Detailed discussion on the preparation for the upcoming End Term Exams.
- Reviewed the exam schedule and ensured alignment with academic guidelines.
- Provided a briefing to all faculty members on key points and expectations for the smooth conduct of the exams.

Agenda 5: Academic Preparation for the upcoming semester

Resolution:

- Discussed strategies for academic preparation in the upcoming semester.
- Considered feedback from faculty and students to enhance the learning experience.
- It was decided to given responsibility to Dean Academic to explore innovative teaching methods and technologies for effective academic delivery.

Agenda 6: Training and Placement activities for the upcoming semester

Resolution:

- Review of the upcoming semester's training and placement activities.
- Evaluation of the current placement scenario and identification of potential areas for improvement.
- Formulation of a plan to enhance collaboration with industries for better placement opportunities.

Agenda 7: Research publication, patent, and research project submission for grant

Resolution:



- Dean R&D presented overview of ongoing research activities in the university by the faculties and research scholars.
- All members reached a consensus that faculty members and research scholars should dedicate more time and effort to promote research publications and obtaining patents.
- Planning for research project submissions to secure grants and funding.

Agenda 8: Discussion on student council

Resolution:

- Dean Student Welfare presented detail report on the activities and initiatives of the student council.
- Open discussion was done on challenges and suggestions for improvement.

Agenda 9: Offering Addition of Value Added courses, Ad on courses, Outreach courses, Certificate Courses, and other courses

Resolution:

- Evaluation of the feasibility and demand for additional courses.
- Consideration of Value Added courses, Ad on courses, Outreach courses, and Certificate Courses from next session/semester.
- The decision was made for all Heads of Departments to submit new courses with detailed syllabi and plans for the effective implementation and promotion.

Closing remark by Hon'ble Vice Chancellor

In closing remark Hon'ble Vice Chancellor Prof. Mukesh Tiwari appreciated everyone's active participation in today's meeting. He said the discussions on various agendas have provided valuable insights and suggested work together to implement the action items and improve our academic environment. Dedication of IQAC is crucial for our success. Finally he thanks to everyone.

The meeting concluded with action items assigned to relevant individuals, and the next meeting date was scheduled for 28th Feb. 2024

Vote of Thanks:

There were no further points, and the meeting was declared closed with a vote of thanks by IQAC Director Prof. Rajendra Singh Kushwah.

(Prof. Rajendra Singh Kushwah)
Director IQAC

(Prof. Mukesh Tiwari)
Vice Chancellor