

DAV INSTITUTE OF MANAGEMENT
NH-III, NIT FARIDABAD

Minutes of the second Quarterly meeting of the institute IQAC for the session 2021-22 held on 04-04-2022 at 2:00 p.m. in the conference hall under the chairmanship of Dr. Satish Ahuja, Principal Director of the institute.

The following IQAC members were present in the meeting:

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| 1. Sh. Shiv Raman Gaur | Member, Director Higher Education,
DAVCMC, New Delhi |
| 2. Sh. Rajiv Chawla | Member, Industry |
| 3. Mr. J.P. Malhotra | Member, Employer |
| 4. Dr. Anamika Bhargava | Member, IQAC Coordinator |
| 5. Dr. Sarita Kaushik | Member, NAAC Coordinator |
| 6. Dr. Meera Wadhwa | Member & Incharge of Student Support |
| 7. Dr. Sunita Bishnoi | Member & Incharge of Research Cell |
| 8. Dr. Pooja Kaul | Member & Incharge of Innovation Cell |
| 9. Dr. Ashima Tandon | Member, Incharge of Time Table, Merit & Remedial |
| 10. Dr. Gurjeet Kaur | Member, Incharge of Outreach Program |
| 11. Dr. Parul Nagi | Member, Incharge of Cultural Events |
| 12. Ms. Priti Bali | Member, Incharge of Website |
| 13. Ms. Reema Nangia | Member, Incharge of Student Welfare |
| 14. Mr. Harish Rawat | Member, Incharge of Lab & Sports |
| 15. Dr. Mahender Bishnoi | Member, Incharge of Estate Officer |
| 16. Ms. Kulvinder Kumar | Member, Incharge of University Examination |
| 17. Mr. Anwer Hussain | Member, Incharge of Library & Sports |
| 18. Dr. Ashish Goyal | Member, Incharge of Admin & University Cell |
| 19. Ms. Ruchi Dhunna | Member, Incharge of Secretarial work for NAAC/IQAC |
| 20. Dr. Virender Bhasin | Member, Local Society representative |
| 21. Mr. Pramod Kumar | Member, Student representative |

The following IQAC members were absent in the meeting:

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| 1. Sh. Mahesh Chopra | Member, Incharge of Secretary, DAVCMC |
| 2. Dr. Neelam Gulati | Member, Incharge of Centre for Environment |


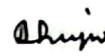
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| 3. Mr.Kuldeep Kumar | Member, Incharge of Parents representative |
| 4. Mr.Gaurav Sharma | Member, Alumni |
| 5. Mr. Nishant Bansal | Member, Alumni |

Special Invite

1. Dr.Ritu Gandhi Arora Vice Principal

The initial deliberations of the meeting were carried over by Dr. Sarita Kaushik (NAAC Co-ordinator) with formal welcome of the guests. Then Dr. Anamika Bhargava (IQAC Co-ordinator) read the action taken report in reference to the minutes of previous IQAC meeting held on 17th Nov.2021. The meeting progressed further as per the points mentioned in the agenda.

1. As for point number 1 of the agenda it was resolved the 1st Quarter be considered as extended up to 31-01-2022 for all the operational considerations due to COVID-19 pandemic. As a result, the 2nd Quarter will be considered for the period as 1st Feb 2022 to 30th Apr 2022. The rest of the period left in the session as may be directed by MDU will be divided into two quarters i.e., 3rd and 4th meetings are expected in the month of second week of May 2022 and July 2022 respectively.
2. The minutes of the first quarterly meeting held on 17-11-2021 at 2:30 p.m. have been confirmed
3. As for point number 3 It was resolved that the Institute should start putting efforts for admissions to fill all the seats for the next session. The institute would work hard on admissions as always to achieve higher target.
4. As for point number 4 It was resolved that the Institute should organize training program on Moral Values & Ethics for students. This is to mention that most of the teaching staff have already attended one week FDP on moral values conducted by AICTE in 2021-2022. Sh. Shiv Raman Gaur Ji proposed that it is really difficult to teach moral values. But yes the institute can try its level best to organise programmes in order to imbibe family values amongst students. Dr. Sunita Bishnoi added to it by sharing the initiative taken by AICTE to educate final year students regarding Human Values.
5. As for point number 5 It was resolved that the Institute should organize FDP for at least seven days duration as NAAC prescription. Sh. Shiv Raman Gaur Ji proposed that to develop the faculty, more and more FDPs should be organised including topics like

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Artificial Intelligence, PR issues etc. He also suggested for the faculty a certificate programme on Data Security be organised.

6. As for point number 6 It was resolved that the Institute should organize national/international conferences in this session. Mr. Rajiv Chawla proposed these conferences be organised primarily in offline mode from this session.
7. As for point number 7 It was resolved that the Institute should provide funds to faculties for Research and FDPs and visiting other external locations for such events as per the approved existing policy.
8. As for point number 8 It was resolved that the institute should organize activities to strengthen the performance in areas specified in the Criteria-7 of the NAAC manual.
9. As for point number 9 It was resolved that the Incubation Cell of the Institute should organize programs for creating awareness and skills regarding entrepreneurship. The Incubation Cell of the Institute introduced Mr. Sachin Kathuria (student of B.Sc. final year) who presented an App developed by him based on Reference Examination Question Papers of MD University. This App is now available on PLAYSTORE. Sh. Shiv Raman Gaur Ji suggested to add even subject wise question bank for the benefit of the students.
10. As for point number 10 It was resolved that the Institute should organize programs to encourage students to learn foreign languages to enhance their employability.
11. As for point number 11 It was resolved that the institute should organize ICT related inter college competition and activities.
12. As for point number 12 It was resolved that the Student Welfare Cell of the institute should organize student welfare activities.
13. As for point number 13 It was resolved that the institute should organize industrial visits for the students.
14. As for point number 14 It was resolved that the institute should speed up the activities related to placement of the students.
15. As for point 15 It was resolved that the Institute should try to get its alumni association properly registered. Sh Shiv Raman Gaur ji advised that the institute should follow up the Alumni, contact them and honour them. The details of alumni should be shared on the institute website which will be a kind of promotion.

 Shiv Raman Gaur Ji

16. As for point 16 was resolved that the Institute should purchase around 8-10 printers (at least one for each department).
17. As for point 17 It was resolved that more smart boards be purchased and installed in class rooms in phased manner.
18. As for point number 18 It was resolved that the Institute should write-off the worn-out ACs and purchase new ones as a follow up of the action from the previous Quarter. Care should be taken that higher 4 or 5 star rating ACs be purchased for reducing the power consumption.
19. As for point number 19 It was resolved that the Institute should purchase photocopier machine for the benefit of staff and students as a follow up action from the previous Quarter.

Further Sh. Shiv Raman Gaur Ji proposed to organise TED Talks for the students in order to create awareness about the dynamics in the society.

Next, Dr. Sarita Kaushik shared the achievements of the institute for the last quarter with the IQAC members.

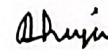
Further, Dr. Sarita Kaushik invited Sh. Shiv Raman Gaur Ji for his address to the IQAC members.

Sh. Shiv Raman Gaur ji was happy for joining this IQAC meeting. He suggested that the institute should meet the parents of weaker sections of the society, motivate and convince them to educate their children. This will not only improve our admissions but will also be recognised as one of our BEST PRACTICE. As another BEST PRACTICE institute should organise health check-up camps, iron deficiency check-up camps etc. for females.

Finally, the meeting ended with a vote of thanks by Dr. Sarita Kaushik.



Dr. Anamika Bhargava
(IQAC Coordinator & Member)



Dr. Satish Ahuja
(Principal Director & IQAC Chairman)