

**DAV INSTITUTE OF MANAGEMENT, FARIDABAD**  
**Affiliated to Maharshi Dayanand University (MDU), Rohtak**

Minutes of the 3rd quarterly meeting of the Institute IQAC, held on 18<sup>th</sup> March 2023 at 12:30 pm, for the session 2022-23, in the conference room under the chairmanship of Principal Director & IQAC Chairman Dr.Satish Ahuja.

The following IQAC members were present in the meeting:

1. Dr. Satish Ahuja                      Principal Director & IQAC Chairman
2. Sh.J.P Malhotra                      Member, Employer
3. Sh.Rajiv Chawla                      Member, Industry
4. Dr.Anamika Bhargava              Member, IQAC Coordinator
5. Dr.Sarita Kaushik                    Member, NAAC Coordinator
6. Dr.Ritu Gandhi Arora                Member, Vice Principal
7. Dr.Neelam Gulati                    Member, Incharge of Centre for Environment
8. Dr.Meera Wadhwa                    Member, Incharge of Student Support
9. Dr.Sunita Bishnoi                    Member, Incharge of Research Cell
- 10.Dr.Pooja Kaul                        Member, Incharge of Innovation Cell
- 11.Dr.Gurjeet Kaur                      Member, Incharge of Outreach Program
- 12.Mr.Harish Rawat                    Member, Incharge of Lab & Sports
- 13.Dr.AshimaTandon                    Member, Incharge Timetable, Remedial Classes
- 14.Dr.Parul Nagi                        Member, Incharge of Cultural Events
- 15.Ms.Priti Bali                         Member, Incharge of Website
- 16.Ms.Reema Nangia                    Member, Incharge of Student Welfare
- 17.Dr.Mahender Bishnoi                Member, Incharge of Estate Officer
- 18.Ms.Kulvinder Kumar                Member, Incharge of University Examination
- 19.Mr.Anwer Hussain                    Member, Incharge of Library & Sports
- 20.Dr.AshishGoyal                      Member, Incharge of Admin & University Cell
- 21.Ms.Ruchi Dhunna                    Member, Secretarial work for NAAC/IQAC
- 22.Dr.Virender Bhasin                    Member, Local Society representative

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|--------------------------|--------------------------------------------|
| 23. Mr.Sachin Srivastava | Member, Incharge of Parents representative |
| 24. Ms.Jyoti Ahuja       | Alumna                                     |
| 25. Ms.Pooja Goyal       | Alumna                                     |
| 26. Ms.Radha Choudhary   | Student Representative                     |

The following IQAC members did not attend the meeting:

1. Sh. Shiv Raman Gaur Member & Management representative,  
DHE DAVCMC, New Delhi
2. Sh. Mahesh Chopra Member & Management representative,  
Secretary DAVCMC, New Delhi

The initial deliberations of the meeting were carried over by Dr. Anamika Bhargava (IQAC Coordinator) with formal welcome of the guests. She introduced newly inducted members Mr.Mukesh Bansal, Mr.Sachin Srivastava (Parent Representative), Ms.Jyoti Ahuja (Alumna), Ms.Pooja Goyal (Alumna) and Ms.Radha Choudhary(Student representative)

The meeting progressed further as per the points mentioned in the Agenda and was read out by Dr. Anamika Bhargava.

1. The house confirmed the minutes of the 2<sup>nd</sup> quarterly meeting for the session 2022-23 of the IQAC held on 20.12.2022.
2. Achievements of the 2<sup>nd</sup> quarter 2022-23 (for the period 01-12-2022 to 28-02-2023) were presented before the house by Dr. Anamika Bhargava.
3. The ATR with regard to 2<sup>nd</sup> quarterly meeting held on 20.12.2022 (for the period 01-12-2022 to 28-02-2023) was read out by Dr.Sarita Kaushik  
Further Dr.Sarita Kaushik started with the other points of the agenda of the 3<sup>rd</sup> quarterly meeting of the IQAC for the session 2022-23.
4. It was resolved that that all HODs schedule the remedial and merit classes for UG/PG students to provide opportunity to excel in next exams. Further it was suggested that each faculty member will contribute 2 to 3 hrs for merit and remedial classes. (Criterion -1)

5. It was resolved that database preparation work for Student Support Survey (SSS) be taken up and awareness be raised among students about the same. (Criterion -2)
6. It was resolved that a National/International conference be organized to strengthen the research activities (Criterion -3)
7. It was resolved that a workshop on research methodology for students and faculties be organized to boost research activities. (Criterion -3)
8. It was resolved that MOUs regarding faculty/student exchange programs be entered with other institutes by research and development cell. (Criterion -3)
9. It was resolved that high configuration computers, cameras and smart boards be purchased. (Criterion -4)
10. It was resolved that new titled books be purchased to enrich the library. (Criterion -4)
11. It was resolved that new concept of 'finishing school' be designed and implemented to prepare the students placement ready. Further Dr. Bhasin explained the concept of the finishing school to the house. As shared by him standard tests would be designed to test the capability and eligibility of the students before sending them for any interview. This activity would help in short listing good candidates for the industry. (Criterion -5)  
Dr. Pooja Kaul added to this by sharing about the SAKSHAM programme which is already being conducted by Barclay since 4<sup>th</sup> Feb 2023 where in 20 students of 1st year of DAVIM have been selected.  
Also in April 2023 programme will be conducted for already registered 84 students of final year.
12. It was resolved that a boost be given to placement drives in top companies for improved placements. (Criterion -5)
13. It was resolved that the number of industrial visits be increased to give awareness of working style and environment of companies. (Criterion -5)

Mr. J.P. Malhotra shared that the Government of India and Haryana Government are together working on cluster training and ITI students are on their priority list. This programme basically includes the training of the trainers so that they can easily understand the needs of the students.

14. It was resolved that the IQAC develops and implements an Institutional Development Plan as per New Education Policy. (Criterion -6)

15. It was resolved that the existing leave policy of the institute be revamped according to M.D University rules. (Criterion -6)

16. It was resolved that the Academic Audit of the institute be taken up by Dean Academics. (Criterion -6)

17. It was resolved that Energy and Environment Audit of the institute be taken up. (Criterion -7)

18. It was resolved that MOUs with some social organizations be entered into for handling of e-waste, plugging and cleaning etc. (Criterion-7)

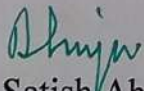
**In addition to the above points following points were included in the discussion with the permission of the chairman.**

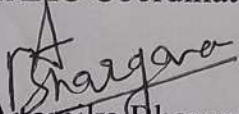
19. It was resolved that the IQAC prepare a formal AQAR for the session 2021-2022 in the institute.

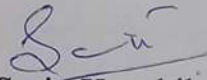
20. It was resolved that a formal Alumni meet be organised in the institute.

( Alumni Committee)

21. It was resolved that a live blood donor club involving students be setup in the institute with facility to donor blood on current basis to the needy patients. The meeting ended on a positive note with a formal vote of thanks by Dr. Sarita Kaushik (NAAC Coordinator).

  
Dr. Satish Ahuja  
Principal Director  
IQAC Chairman

  
Dr. Anamika Bhargava  
IQAC Coordinator

  
Dr. Sarita Kaushik  
NAAC Coordinator