



IQAC/SSSUTMS/ 47

Date: 2<sup>nd</sup> March 2024

**MINUTES OF MEETING INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**(Academic Year 2023-24)**

**Date:** 28 February 2024, **Time:** 2:30 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.

**MEETING AGENDA ITEMS**

- 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:** Review of preparation of NAAC peer team visit
- AGENDA - 4:** Celebration of National Science Day
- AGENDA - 5:** Discussion on preparation of International Conference
- AGENDA - 6:** Updating alumni data
- AGENDA - 7:** Feedback of remedial classes
- AGENDA - 8:** Discussion to improve student's academic projects
- AGENDA - 9:** Any other matter, with the permission of Chair.

IQAC meeting for Academic Session 2023-24 was held on 28<sup>th</sup> February 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. Tabhessum Khan	Professor	Member
6	Prof. C.K. Tyagi	Professor	Member



7	Prof. Anuradha Devi	Professor	Member
8	Prof. Dheeraj Agarwal	External Member	Member
9	Mr. Anil kumar	External Member	Member
10	Prof. Manoj Shukla	External Member	Member
11	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 9<sup>th</sup> Dec 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.	Analysis of current semester Curricular and Co-curricular activities	<b>Discussions:</b> Deans of all schools have accepted to organize expert talk and events related to Curricular and Co-curricular activities <b>Action Taken:</b> No Action Pending
2.	End Term Exam preparation and briefing	<b>Discussions:</b> All the measures have been taken to conduct smooth end term examination. <b>Action Taken:</b> No Action Pending
3.	Academic Preparation for the upcoming semester	<b>Discussions:</b> Each school has designed academic calendar, faculty responsibilities, TGs , CRs and event calendar <b>Action Taken:</b> No Action Pending
4.	Training and Placement activities for the upcoming	<b>Discussions:</b> TPO as planned training and placement activities in consultation with Deans and HODs.



5.	Research publication, patent, and. research project submission for grant	<b>Discussions:</b> Director research had called a meeting of senior faculty members and motivated them to submit research project for grant in various organization who provides funding for research. <b>Action Taken:</b> No work pending
6.	Discussion on student council	<b>Discussions:</b> A meeting of student council was called by Dean, Student Welfare. In this meeting CRs demanded to open library in Sunday also, this matter was immediately solved with the permission of Hon'ble Vice Chancellor . <b>Action Taken:</b> No work pending
7.	Offering Addition of Value Added courses, Ad on courses, Outreach courses, Certificate Courses, and others.	<b>Discussions:</b> School of Engineering, Pharmacy and Management have offered Value Added courses, Ad on courses, Outreach courses, Certificate Courses <b>Action Taken:</b> No work pending

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

**Agenda 3:** Review of preparation of NAAC peer team visit

**Resolution:**

Director IQAC presented a comprehensive update on the current status of preparations on NAAC peer team visit.

**Agenda 4:** Celebration of National Science Day – 24 (NSD 24)

**Resolution:**

NSD Coordinators presented a comprehensive report on the preparation and celebration plans for NSD '24. They detailed the number of events planned and the registration numbers for each event. Additionally, they announced that the event is sponsored by MPCST.

**Agenda 5:** Discussion on preparation of International Conference

**Resolution:**

Conference secretary presented a detailed report on the preparations for the International Conference on Recent Trends in Science and Technology. He mentioned that most of the preparations are complete and that the conference dates will be finalized soon in consultation with the Deans and Principals.



The Alumni Coordinator presented detailed information about the alumni association and the newly affiliated members. He suggested organizing an alumni meet in December or January.

**Agenda 7: Feedback of remedial classes**

**Resolution:**

Feedback on remedial classes for slow learners was collected by all Deans and Principals. The results were found to be positive and were appreciated by all IQAC members.

**Agenda 8: Discussion to improve student's academic projects**

**Resolution:**

IQAC members agreed on the need to enhance the quality of students' academic projects. The responsibility was assigned to the Dean of R&D to form a committee that will develop a plan and provide recommendations for improving project quality. Additionally, the committee will identify and suggest recent research areas for student exploration.

**Agenda 9: Any other matter, with the permission of Chair.**

**Resolution:**

Dr. Neelesh Choubey suggested making it mandatory for all faculty and staff members to adhere to the dress code and wear ID cards.

The meeting concluded with action items assigned to relevant individuals, and the next meeting date was scheduled for 24<sup>th</sup> May 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