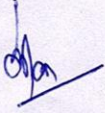


**Institute of Technology & Science**  
**Mohan Nagar, Ghaziabad**  
**Minutes of Meeting**

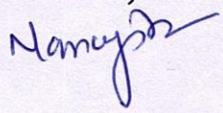
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**Agenda:** IQAC Committee of UG Department  
**Date:** 21/11/19  
**Time:** 10:30 am to 11:30 am  
**Venue:** UG - Board Room

Chaired by: Dr. Sunil Kumar Pandey, Director -UG 

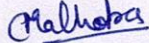
**Members Present:-**


Mr. Surinder Sood (Management Representative)


Prof. Nancy Sharma (Vice Principal-UG) 


Prof. Uttam Sharma 

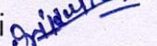
Dr. Vidushi Singh

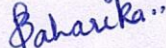
Dr. Charu Malhotra 

Dr. Manoj Kumar 

Prof. Pawan Kumar 

Dr. Sandeep Garg 

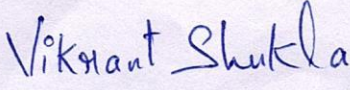
Mr. Vikas Tyagi 

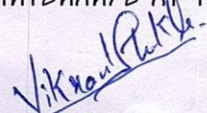
Ms. Baharika Sopri (BBA, Student) 

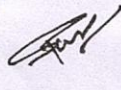
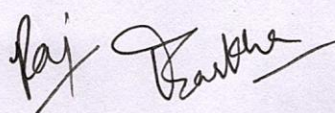

In the beginning of the meeting Dr. Charu Malhotra (Secretary, IQAC) & Dr. Sandeep (Member, IQAC) welcomed all the members of IQAC committee. Dr. Charu intimated the quorum that AQAR for the year 2018-19 is duly submitted on 29/08/19.

After it Director (UG) discussed agenda with the members presented in the meeting. Following points were discussed:

Agenda Points	Summary of Discussion
Confirmation the minutes of the last meeting	Minutes of the previous IQAC meeting were discussed and confirmed by the members.
Responsibility Assignment	Vice-Principal-UG assigned the compilation and maintenance of the files to the faculty members.

  
Vikrant Shukla  
Nameata

  
Vikrant Shukla  
Nameata



	1.Prof.Aadil Khan - Research & Publication , Sports 2.Prof.Sumit Sharma- Foreign Tour & MOU's 3.Prof.Megha Sharma , Prof.Barkha Kakkar & Prof.Mala Sharma Students Participation- Extra Curricular 4.Prof.Uttam Sharma & Dr.Vidushi Singh - Course details file along with the events - Biz Fiesta & Technovation 5.Dr Sandeep Garg - Value Added & Co-curricular activities
Extra Classes	It is suggested by Prof.Uttam Sharma & Dr.Vidushi Singh that classes related to briefing of carrier prospects in different fields for BBA & BCA students should be arranged at regular intervals.
Students Suggestion	Student Representative Ms.Baharika Sopri acknowledged the benefits of PREP classes & various workshops and seminars in grooming the personality of students. She also suggested that inter institutional sports activities should be increased.
New Members	Director-UG suggested name of Mr.Vikrant Shukla & Ms. Barkha Kakkar as alumni representative .He also emphasised on inclusion of more student members in the board - Ritik Maheshwari - BCA 1 <sup>st</sup> Year, Muskan Singhal- BBA 1 <sup>st</sup> year, Namrata - BBA 2 <sup>nd</sup> Year
Academic Activities	Dr.Vidushi & Prof.Uttam briefed the various academic activities during the session.
Placement	Prof. Pawan Kumar briefed the placement activities .
Women Safety	Director -UG suggested that various activities in the women cell should be publicised among girl students with a visionary approach. He also suggested to conduct self-defence camps in the campus for girl students.
Review	To review the progress next meeting is scheduled on 1/02/20.

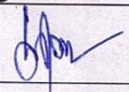
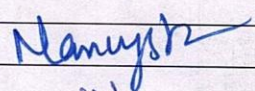
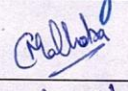
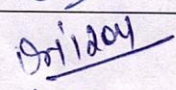
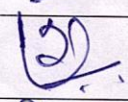
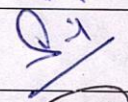
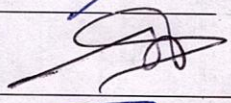
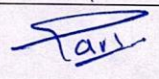
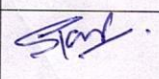
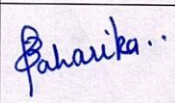
The Meeting ended with a vote of thanks to the Chair.

Minute of Meeting is compiled by: Dr. Charu Malhotra



List of IQAC members (2019-2020)

Meeting: 21/11/19

S.No	Name	Designation	Signature
1	Prof.(Dr.) Sunil Kumar Pandey	Chairperson- IQAC	✓ 
2	Mr Surinder Sood	Management Representative	✓
3	Sh. Ashish Kumar Srivastav Analyst & Financial Market Trainer, Globe Capital Market Limited, BD-250, GF-2, Ansal avantika Sector -01, Ghaziabad, Pin 201005 India	Industry Nominee	
4	Prof. Nancy Sharma	Co-ordinator -IQAC	
5	Dr. Charu Malhotra	IQAC-Member (Secretary)	
6	Mr. Vikas Tyagi	Administrative Officer	
7	Prof. Uttam Sharma	IQAC-Member	
8	Dr. Vidushi Singh	IQAC-Member	
9	Dr. Manoj Kumar	IQAC-Member	
10	Dr.Sandeep Garg	IQAC-Member	
11	Prof Pawan Kumar	IQAC-Member	
12	Prof Sumit Sharma	IQAC-Member	
13	Ms. Baharika Sopri baharikasopori_bba17_20@its.edu.in, Baharika.sopori@gmail.com	Student -BBA	
14	Ms. Mehak Saxena	Student-BCA	
15	Mr.Varun Saxena Strategic Account Manager Risk Management Solutions	BBA-Alumni	



	dun & bsradstreet Ist Floor, Administrative Building , Block E , NSIC – Technical Services Center, Okhla Industrial Estate, Phase-III , New Delhi 9582678599 <a href="mailto:SaxenaV@dnb.com">SaxenaV@dnb.com</a>		
16	Mr.Bharat Garg Wipro Technologies Quality Analyst <a href="mailto:bharatgarg917@gmail.com">bharatgarg917@gmail.com</a>	BCA-Alumni	
17	Mr.Ravindra Arora CISO , IRIS Software	External Expert	
18	Mr.Vineet Love Director , Mazar India LLP	External Expert	



**Fwd: IQAC- Meeting**

1 message

**CHARU MALHOTRA** <charumalhotra@its.edu.in>  
To: Director UG Office ITS MN <diroff.ug.mn@its.edu.in>

Wed, Nov 20, 2019 at 2:07 PM

Greetings!!

Kindly take a print of mail along with annexure.

----- Forwarded message -----

From: **CHARU MALHOTRA** <charumalhotra@its.edu.in>

Date: Wed, Nov 20, 2019 at 2:03 PM

Subject: IQAC- Meeting

To: Surender Sood <surendersood@its.edu.in>, surinder sood <sood57@gmail.com>, DIRECTOR UG ITS MN <dir.ug.mn@its.edu.in>, Vice Principal UG Campus ITS MN <vprin.ug.mn@its.edu.in>, Asst Registrar UG ITS MN <areg.ug.mn@its.edu.in>, ChairPerson BBA ITS MN <chperson.bba@its.edu.in>, ChairPerson BCA ITS MN <chperson.bca@its.edu.in>, Dr Manoj Kumar <manojkumarmk@its.edu.in>, Sandeep Garg <sandeepgarg@its.edu.in>, Pawan Kumar <pawankumarpk@its.edu.in>, SUMIT SHARMA <sumit.sharma@its.edu.in>, baharika sopori <baharikasopori\_bba17\_20@its.edu.in>, <baharika.sopori@gmail.com>, MEHAK SAXENA <mehaksaxena\_bca17\_20@its.edu.in>, <SaxenaV@dnb.com>, Bharat Garg <bharatgarg917@gmail.com>

Greetings!!

This is for your kind information that a meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 21/11/19 (Thursday) at 10:30 AM in Board Room UG Campus, the agenda for which is attached herewith.

Kindly make it convenient to attend the meeting.

--  
With Regards,CS( Dr.)Charu Malhotra CFP<sup>CM</sup>

Assistant Professor

Institute of Technology &amp; Science

NAAC 'A' Grade Institute

Mohan Nagar, Ghaziabad

Mobile:9810557363, 8368954179

Ext: 173

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# **NOTICE**

**Date: 20/11/2019**

A meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 21 November 2019 (Thursday) at 10:30 AM in Board Room UG Campus. The Agenda of the meeting is listed below:

Item 1: To confirm the minutes of the last meeting held and action taken thereof.

Item 2: To Review the progress since last meeting .

Item 3: To include new members in the IQAC team , if any.

Item 4 : To review the feedback of the various stakeholders.

Item 5: Any other item with the permission of the Chair.

All IQAC members are requested to attend the meeting with the requisite information and documents.

**Dr. Charu Malhotra**  
**(Assistant Professor)**