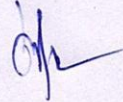# Institute of Technology & Science
## Mohan Nagar, Ghaziabad
## Minutes of Meeting

REF: UG/MOM/ 090.
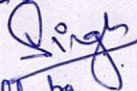
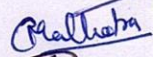| | |
|---|---|
| Agenda: | IQAC Committee of UG Department |
| Date: | 09.08.2019 |
| Time: | 04:00 pm to 05:30 pm |
| Venue: | UG – Board Room |

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

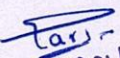**Members Present:-**

Prof. Nancy Sharma (Vice Principal-UG) — Nancy
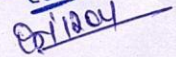
Prof. Uttam Sharma -

Dr. Vidushi Singh — Singh
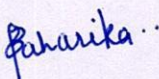
Dr. Charu Malhotra — Malhotra

Dr. Manoj Kumar

Prof. Pawan Kumar

Dr. Sandeep Garg

Mr. Vikas Tyagi

Ms. Baharika Sopri (BBA, Student) Baharika

Ms. Mehak Saxena (BCA, Student)

In the beginning of the meeting Dr. Charu (Secretary, IQAC) & Dr. Sandeep (Coordinator, IQAC) welcomed all the members of IQAC committee.

Dr. Sunil Kumar Pandey, Director-UG briefed the IQAC team of the UG- Campus on the NAAC revised accreditation framework and also briefed about all the 03 accredited bodies i.e. NAAC, NBA & NIRF.

1. The National Assessment and Accreditation Council (NAAC) is an organisation that assesses and accredits higher education Institutions (HEIs) in India. It is an autonomous body funded by University Grants Commission of Government of India. The NAAC has been set up to facilitate the volunteering institutions to assess their performance vis-a-vis set parameters through introspection and a process that provides space for participation of the institution.

2. The National Board of Accreditation (NBA), India was initially established by the AICTE (All India Council of Technical Education), in order to assess the qualitative competence of the programs offered by educational institution from diploma level to post-graduate level in engineering and technology, management, pharmacy, architecture and related disciplines, which are approved by AICTE.

3. The National Institutional Ranking Framework (NIRF) was approved by the MHRD and launched by Honourable Minister of Human Resource Development. This framework outlines a methodology to rank institutions across the country. The methodology draws from the overall recommendations broad understanding arrived at by a Core Committee set up by MHRD, to identify the broad parameters for ranking various universities and institutions. The parameters broadly cover "Teaching, Learning and Resources," "Research and Professional Practices," "Graduation Outcomes," "Outreach and Inclusivity," and "Perception".

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. |
| Criterion-wise differential weightages for the HEIs | Director- UG discussed that Parameter wise differential weightage of NAAC. <br> Curricular Aspects       - <br> 100 <br> Teaching-learning & Evaluation    - 350 <br> Research, Innovations & Extension    - 120 <br> Infrastructure & Learning Resources    - 100 <br> Student Support & Progression    - 130 <br> Governance, Leadership & Management- 100 <br> Institutional Values & Best Practices    - 100 |
| Grading System of NAAC | Vice principal- UG Highlighted the Grading System of NAAC. Institutions are graded for each Key Aspect under four categories, viz. A, B, C and D, denoting Very good, Good, Satisfactory and Unsatisfactory levels |

respectively. The summated score for all the Key Aspects under a Criterion is then calculated with the appropriate weightage applied to it and the GPA is worked out for the Criterion. The Cumulative GPA (CGPA), which gives the final Assessment Outcome, is then calculated from the seven GPAs pertaining to the seven criteria, after applying the prescribed weightage to each Criterion.

| Range of institutional (CGPA) | Letter Grade | Status |
|---|---|---|
| 3.51 - 4.00 | A++ | Accredited |
| 3.26 - 3.50 | A+ | Accredited |
| 3.01 - 3.25 | A | Accredited |
| 2.76 - 3.00 | B++ | Accredited |
| 2.51 - 2.75 | B+ | Accredited |
| 2.01 - 2.50 | B | Accredited |
| 1.51 - 2.00 | C | Accredited |
| <= 1.50 | D | Not accredited |

| | |
|---|---|
| External Expert | Director – UG, suggested to include Mr. Ravindra Arora, CISO IRIS Software and Mr. Vineet Love Director, Mazar India LLP as External Expert. |
| Students Support | Prof. Uttam Chairperson BBA suggested regular Industry institute interaction & Quality improvement by all departments to review & improve the support of students in career services. |
| Academic Results | Dr. Vidushi Chairperson BCA suggested analysis of result compared to the other institutes should be done for improvement. She also suggested taking formal feedback from overseas students and sharing their success stories and milestones during their career path. |
| Placement | Prof. Pawan Kumar Chairperson Placement highlighted that 95% campus placement of eligible & interested candidates is done by June-July every year with an average student's salary of 3 Lakhs every year. |
| Activities | Ms. Baharika & Ms. Mehak Student Coordinator BBA & BCA suggested that to keep the pace with the changing environment, the focus should be on the conduct of |

| | |
|---|---|
| | Activities, Workshops, Industrial Visit & Guest Lectures, etc. in BBA & BCA. |
| Discipline | Dr. Manoj Kumar chairperson discipline suggested that all the faculties' members should be vigilant regarding the behaviour and conduct of the Students inside as well as outside the Classrooms. Every faculty has to understand that maintaining discipline and decorum is a collective responsibility which needs to be carried out in letter and spirit. |
| Fresh Point | Director – UG suggested that women cell will be introduce in UG- Campus which will head by Dr. Vidushi Singh. |

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

Minute of Meeting is compiled by: Dr. Sandeep Garg

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Director UG Office ITS MN <diroff.ug.mn@its.edu.in>

## Fwd: Minutes of Meeting of IQAC held on 09th Aug. 2019 .

**CHARU MALHOTRA** <charumalhotra@its.edu.in>                    Wed, Nov 20, 2019 at 2:06 PM
To: Director UG Office ITS MN <diroff.ug.mn@its.edu.in>

Greetings!!
Kindly take a print of mail.
---------- Forwarded message ---------
From: **Sandeep Garg** <sandeepgarg@its.edu.in>
Date: Mon, Sep 2, 2019 at 4:19 PM
Subject: Minutes of Meeting of IQAC held on 09th Aug. 2019
To: 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 MN <chairperson.bba.mn@its.edu.in>,
Chairperson BCA MN <chairperson.bca.mn@its.edu.in>, Dr Manoj Kumar <manojkumarmk@its.edu.in>, Pawan
Kumar <pawankumarpk@its.edu.in>, CHARU MALHOTRA <charumalhotra@its.edu.in>, baharika sopori
<baharikasopori_bba17_20@its.edu.in>, MEHAK SAXENA <mehaksaxena_bca17_20@its.edu.in>, SUMIT SHARMA
<sumit.sharma@its.edu.in>

Dear Sir/ Madam,
Please find the attached Minutes of Meeting of IQAC held on 09/08/2019.

Thanks & Regards
--

Dr. Sandeep Garg
Assistant Professor (Accounts & Finance)

Coordinator BBA 2nd Year
Institute of Technology & Science
Mohan Nagar, Ghaziabad
NAAC 'A' Grade Institute
Off. No.:  0120-2811000 / 111 / 112
Ext No: 168
Mobile No.: 9911133391

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materials, by persons or entities other than the intended recipient may be the subject of legal action.

--
With Regards,
 CS( Dr.)Charu Malhotra CFP$^{CM}$
Assistant Professor
Institute of Technology & Science
NAAC 'A' Grade Institute
Mohan Nagar, Ghaziabad
Mobile:9810557363 , 8368954179

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CHARU MALHOTRA <charumalhotra@its.edu.in>

## IQAC - Meeting
3 messages

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**CHARU MALHOTRA** <charumalhotra@its.edu.in>        Sat, Aug 3, 2019 at 3:41 PM
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>, SavenaV@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 09/08/19 (Friday) at 4:00 PM 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^CM
Assistant Professor
Institute of Technology & Science
NAAC 'A' Grade Institute
Mohan Nagar, Ghaziabad
Mobile:9810557363 , 8368954179
Ext: 173

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**Other Links:**
I.T.S Group Video
**BBA/BCA Video**
MCA Video
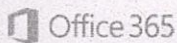PGDM Video

Web Address: www.its.edu.in

📄 **Agenda of IQAC Meeting-9 August 19.docx**
　 12K

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**postmaster@mydnb.onmicrosoft.com** <postmaster@mydnb.onmicrosoft.com>        Sat, Aug 3, 2019 at 3:42 PM
To: charumalhotra@its.edu.in

🪟 Office 365

Your message to SavenaV@dnb.com couldn't be delivered.

## SavenaV wasn't found at dnb.com.

| charumalhotra | Office 365 | SavenaV |
|---|---|---|
| **Action Required** | | Recipient |
| Unknown To address | | |

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- Send the message again following these steps: In Outlook, open this non-delivery report (NDR) and choose **Send Again** from the Report ribbon. In Outlook on the web, select this NDR, then select the link "**To send this message again, click here.**" Then delete

# <u>NOTICE</u>

**Date: 04/08/2019**

A meeting of Internal Quality Assurance Cell (IQAC) is scheduled on 09<sup>th</sup> August 2019 (Friday) at 4:00 PM 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 working of Last Semester (Jan 2019 to June 2019)

Item 3: To discuss the activities being planned to be conducted in the Current semester

Item 4: To include Dr. Sunil Kumar Pandey as Chairperson IQAC in place of Dr.Vidya Sekhri.

Item 5: To induct Dr.Charu Malhotra as secretary of IQAC and will coordinate the activities of IQAC.

Item 6: To include Prof. Uttam Sharma as IQAC Member in place of Prof. Kanika Tandon.

Item 7 : To include Dr.Vidushi Singh as IQAC Member in place of Prof.Richa Singh.

Item 8: 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)