

**TECNIA INSTITUTE OF ADVANCED STUDIES**

**Grade 'A' Institute**

**INTERNAL QUALITY ASSURANCE CELL**

**Date: 26<sup>th</sup> Oct' 2023**

**Session: 2023-24**

**Notice**

It is to inform all the concerned that the Meeting of Internal Quality Assurance Cell (IQAC) will be held on 01.07.2023 at 2:30 pm in the Conference Hall of Institute to discuss about the status of AQAR 2021-22.

**Agenda Points:**

- Review and approval of minutes from the previous IQAC meeting
- Status updates on action items from the previous meeting
- Collaborative Initiatives with Other Institutions
- Review on the implementation of Outcome-Based Education (OBE)
- Update on research initiatives, publications, and collaborations
- Discuss strategies to promote research and innovation within the University
- Discussion of any infrastructure development plans and improvements to campus facilities
- To review on NIRF, AISHE and NAAC Accreditation and Assessment Activities
- Discussion on Academic Curriculum Enhancement
- Discussion on updating ERP on regular basis

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Dr. Sandeep Kumar

(IQAC Coordinator)

  
Coordinator  
Internal Quality Assessment Cell (IQAC)  
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CC:

- To Director, Dean/ HoD/ Members

**TECNIA INSTITUTE OF ADVANCED STUDIES**

**Grade 'A' Institute**

**INTERNAL QUALITY ASSURANCE CELL**

**Date: 04.11.2023**

**Session: 2023-24**

**Minutes of Meeting**

Meeting of Internal Quality Assurance Cell (IQAC) held on 04.11.2023 at 2:30 pm in the Conference Hall of Institute to discuss about AQAR 2021-22

**Members present**

<b>Name</b>	<b>Position</b>
Dr. Ajay Kumar, Director	Chairperson
Dr. Sandeep Kumar ,Professor, MBA	IQAC Coordinator
Mrs. Sandhya Srivastava, General Secretary, Health & Education Society	Member
Dr. Pooja Sharma, HoD MBA	Member
Dr. Deepak Sonkar, Professor & HoD BCA	Member
Dr. Monisha, HoD BBA	Member
Dr. Shivendu Kumar Rai, HoD BAJMC 1 <sup>st</sup> Shift	Member
Dr. Gopal Thakur, HoD BAJMC 2 <sup>nd</sup> Shift	Member
Dr. M. N. Jha, TIAS	Member
Dr. Sheenu Arora, TIAS	Member
Dr. Nivedita, Head-T& P Cell	Member
Ms. Chestha Agarwal, HoD BCA	Member
Dr. Pushpa Rani, Faculty	Member
Ms. Aparna Mishra, MBA (2022-24)	Member

**Agenda 1: Review and approval of minutes from the previous IQAC meeting**

The Director Ajay Kumar, Chairperson, IQAC welcomes the members with heartfelt pleasantries. The committee members were informed about the previous meeting and the item agendas were approved by all.

**Agenda 2: Status updates on action items from the previous meeting**

Every item on the agenda was followed through on, with only minor modifications suggested by the committeemembers

### **Agenda 3: Collaborative Initiatives with Other Institutions**

The Collaborative Initiative with other institutions was shared and several ideas were proposed for joint initiatives, including research projects, academic exchanges, and collaborative events. The members reported on the current Memorandum of Understanding. A follow-up plan to assess the viability and advantages of these collaborations was devised, along with responsibilities for reaching out to possible partners.

### **Agenda 4: Review on the implementation of Outcome-Based Education (OBE)**

The efficacy of evaluation techniques, faculty development activities, and the alignment of course objectives with intended outcomes were among the topics covered in the meeting. Participants expressed their worries and views, highlighting the significance of ongoing OBE practice improvement. An ongoing monitoring and improvement plan was developed for the OBE framework, complete with assigned tasks and deadlines. Dean Academics provided an update on the departments' review course outcomes.

### **Agenda 5: Update on research initiatives, publications, and collaborations.**

There were indications of promising collaborations with outside organizations and future cooperative research projects. Participants talked on publishing and knowledge-sharing tactics while acknowledging the significance of sharing research findings. An update was provided regarding the Institute's research endeavors.

### **Agenda 6: Discuss strategies to promote research and innovation within the University**

Dean Research initiated the discussion on the creation of a supportive infrastructure, funding mechanisms, and incentives to encourage faculty and student research. Dr. Amir suggested ideas for fostering interdisciplinary collaborations and partnerships with industry and other academic institutions to be explored. The suggestions were approved by Director and members also confirmed the same.

### **Agenda 7: Discussion of any infrastructure development plans and improvements to campus facilities.**

Director Dr. Ajay Kumar and the members were apprised about the infrastructure development status from the last meeting. Faculty seating requirements and classroom requirements were also raised along with other mandatory facilities for the staff and students. PRO presented the progress report on infrastructure plan and also added the suggestions provided by all.

### **Agenda 8: To review on NAAC, NIRF and NBA Accreditation and Assessment Activities**

Members asked on the state of AQAR and SSR, as well as readiness for the NAAC. Dr. Sandeep Kumar provided an update on NAAC readiness to the members of the IQAC. The criteria heads have taken the lead in overseeing the documentation process within their respective criteria areas. The topics of discussion included evaluation results, rankings in national frameworks, and advancement and adherence to accreditation requirements.

#### **Agenda 9: Discussion on Academic Curriculum Enhancement**

The members discussed about enhancing course content, incorporating innovative teaching methodologies, and aligning programs with industry and societal needs. Faculty members and administrators shared their perspectives on the relevance of existing courses and proposed changes to better prepare students for the dynamic job market.

The IQAC members recommended industry experts and guest lecturers. The members also recommended outreach and extension efforts for the general development of students based on the feedback analysis report.

The discussion topics included enhancing the course material, putting innovative teaching techniques into practice, and coordinating programs with community and business priorities. Members talked on the benefits of the current courses and offered changes to better prepare students for the evolving workforce.

#### **Agenda 10: Discussion on updating ERP on regular basis.**

The benefits of frequent upgrades were emphasized during the conversation, including increased security, better functioning, and the addition of new features to expedite processes. Participants agreed that resource allocation and an organized update schedule were essential. Everyone present agreed that regular updates are essential to keeping the ERP supporting our institution's academic and administrative operations as effectively as possible.

**The meeting ended with vote of thanks.**

  
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**TECNIA INSTITUTE OF ADVANCED STUDIES**

**Grade 'A' Institute**

**INTERNAL QUALITY ASSURANCE CELL**

**Date: 06<sup>th</sup> Jan' 2024**

**Session: 2023-24**

**Action Taken Report**

**Agenda 1: Collaborative Initiatives with Other Institutions**

**Action Taken:** Tecnia Institute is Collaborating with other institute in various forms, from MOU, joint research projects to educational programs and community outreach efforts. A follow-up plan to assess the viability and advantages of these collaborations was devised, along with responsibilities for reaching out to possible partners.

**Agenda 2: Review on the implementation of Outcome-Based Education (OBE), NPTEL Initiatives and MOOCS**

**Action Taken:** IQAC Chairperson told that TIAS has introduced bloom's taxonomy to improve curriculum, assessments, and teaching methods. The Institute has adopted student centric methods like experiential learning, participative learning and problem solving methodologies to make the Teaching Learning process more effective. Here in Institute the Faculty role is that of a facilitator who promotes self-management of knowledge, holistic development and skill formation through participatory learning. The Institute has adopted Outcome Based Education (OBE) framework which has emerged as major reform model in global technical education scenario. The Institute is using High-order thinking skills to improve learning progress and critical thinking. The Institute as local chapter of NPTEL is dissipating the NPTEL initiatives and integrating MOOCs to mainstream education.

**Agenda 3: To review on NAAC, NIRF and NBA Accreditation and Assessment Activities**

**Action Taken:** During the Review of NAAC Accreditation and Assessment Activities meeting, it has been decided to submit AQAR 2021-22 in March 2024. Members enquired about status of AQAR, NIRF, AISHE and SSR.

**Agenda 4: Discussion on Academic Curriculum Enhancement**

**Action Taken:** The IQAC collected and analyzed stakeholder feedback to identify areas for curriculum improvement. A comprehensive review led to updating courses with the latest advancements and introducing new value-added, skill-oriented, and interdisciplinary courses. Innovative teaching methods, including project-based learning and digital tools, have been incorporated. Continuous evaluation frameworks have been established, alongside regular faculty development programs. A dedicated task force formed to oversee implementation and monitoring, ensuring the curriculum remains current and relevant.

  
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