

TECNIA INSTITUTE OF ADVANCED STUDIES

Grade 'A' Institute

INTERNAL QUALITY ASSURANCE CELL

Date: 27th Jan'2025

Session: 2024-25

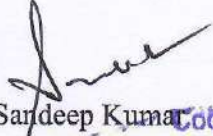
Notice

It is to inform all the concerned that the Meeting of Internal Quality Assurance Cell (IQAC) will be held on 03.02.2025 at 2:30 pm in the Conference Hall of Institute to discuss about the status of NAAC visit.

Agenda Points:

1. Review and approval of minutes from the previous IQAC meeting
2. Status updates on action items from the previous meeting
3. Update on research initiatives, publications, and collaborations
4. Discussion of any infrastructure development plans and improvements to campus facilities
5. To consider the feedback analysis based on various stakeholders and action taken by various departments
6. Report on institutional developments and achievements
7. Discussion on Collaborative Initiatives for Quality Enhancement
8. Review of NAAC Accreditation and Assessment Activities

Sd-


Dr. Sandeep Kumar **Coordinator**
Internal Quality Assessment Cell (IQAC)
(IQAC Coordinator) of Advanced Studies
New Delhi-110085

CC:

- To Director, Dean/ HoD/ Members

TECNIA INSTITUTE OF ADVANCED STUDIES**Grade 'A' Institute****INTERNAL QUALITY ASSURANCE CELL****Date: 03.02.2025****Session: 2024-25****Minutes of Meeting**

Meeting of Internal Quality Assurance Cell (IQAC) held on 03.02.2025 at 2:30 pm in the Conference Hall of Institute to discuss about NAAC visit

Members present

Name	Position
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. Sushma Bahuguna, Professor & HoD , DICT	Member
Dr. Monisha, HoD BBA	Member
Dr. Shivendu Kumar Rai, HoD BAJMC 1 st Shift	Member
Dr. Gopal Thakur, HoD BAJMC 2 nd Shift	Member
Dr. M. N. Jha, TIAS	Member
Dr. Sheenu Arora, TIAS	Member
Dr. Nivedita, Head-T& P Cell	Member
Dr.Rajesh, Asso. Prof.Coordinator, BCA	Member
Dr.Neeta Kashyap, Asso. Prof.Coordinator, BCA	Member
Dr. Pushpa Rani, Asst. Prof.Coordinator, BCom	Member
Ms. Mansi Sharma, BA(JMC) (2022-25)	Member

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

Dr. Ajay Kumar chaired an IQAC meeting to assess the institution's preparedness for the next NAAC review. Dean of Academics M. N. Jha emphasized the need for systematic data collection, analysis, and proper documentation to secure a favorable evaluation. In agreement, IQAC Coordinator Dr. Sandeep Kumar suggested forming a dedicated task force to handle data gathering and verification efficiently.

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

Dr. Pooja Sharma, Head of the MBA Department, highlighted key strategies to enhance teaching and learning at the institution. She focused on the need for an improved academic environment that actively involves students and strengthens their critical thinking capabilities.

Agenda 3: Update on research initiatives, publications, and collaborations

Dr. Shivendu Kumar Rai and Dr. Pushpa Rani shared updates on the institution's research activities, including ongoing projects, recent publications, and partnerships. Attendees gained a clear understanding of the progress made and the importance of external collaborations. The discussion highlighted the institution's dedication to expanding its research efforts and fostering meaningful academic connections.

Agenda 4: Discussion of any infrastructure development plans and improvements to campus facilities.

Dr. Monisha, heading Criteria - 4, provided a comprehensive overview of campus infrastructure development and facility enhancements. The discussion emphasized the significance of meticulous planning and prudent resource allocation to ensure that infrastructural improvements fulfill NAAC certification criteria while aligning with the institution's academic and administrative requirements.

Agenda 5: To consider the feedback analysis based on various stakeholders and action taken by various departments

The institution actively seeks feedback from students, faculty, alumni, and employers to assess teaching-learning methodologies and curriculum effectiveness. After thorough analysis by the IQAC, the feedback is shared with department heads to drive improvements, including the introduction of skill-oriented and value-added courses. The ATR is then submitted to the department DAC for approval and implementation

Agenda 6: Report on institutional developments and achievements

The discussion included significant developments in academic performance, research contributions, infrastructural enhancements, and societal engagement initiatives.

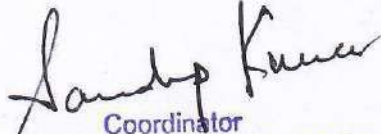
Agenda 7: Discussion on Collaborative Initiatives for Quality Enhancement

The discussion on Collaborative Initiatives for Quality Enhancement enabled productive discussions among attendees on advancing cooperative efforts to improve educational and service quality. Dr. Ajay Kumar presented updated insights into the data related to these initiatives.

Agenda 8: Review of NAAC Accreditation and Assessment Activities

During the Review of NAAC Accreditation and Assessment Activities meeting January 2025 it has been decided to submit fee for NAAC visit. Members enquired about status of NIRE, AISHE and SSR.

The meeting ended with vote of thanks to all the members.


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TECNIA INSTITUTE OF ADVANCED STUDIES

Grade 'A' Institute

INTERNAL QUALITY ASSURANCE CELL

Date: 9th March' 2024

Session: 2024-25

Action Taken Report

Agenda 3: Update on research initiatives, publications, and collaborations

Action Taken: Dr. Shivendu and Dr. Pushpa will collect and compile faculty research and publication data for 2024-25 and share it in the upcoming meeting.

Agenda 5: To consider the feedback analysis based on various stakeholders and action taken by various departments

Action Taken: The IQAC carefully examined feedback from various stakeholders and passed the results on to the department heads for necessary action. Recognizing the importance of continuous improvement, the departments responded proactively by making key modifications. They revised and updated existing courses, introduced additional courses to broaden student learning opportunities, and designed specialized programs to enhance employability.

Before putting these changes into effect, the DAC rigorously reviewed and approved the ATR, ensuring all updates met institutional standards and objectives.

Agenda 6: Report on institutional developments and achievements

Action Taken: The institution has demonstrated remarkable progress in several domains:

1. **Academic Excellence:** By refining teaching methodologies and incorporating innovative pedagogical approaches, the department seeks to improve academic outcomes and student achievements.
2. **Research Contributions:** There has been an increase in research publications, conference participation, and successful acquisition of research grants, alongside strengthened collaborations with industry and academia.
3. **Infrastructure Development:** Significant investments have been made to modernize facilities, including the expansion of laboratories, libraries, and other learning resources.
4. **Community Engagement:** The institution is actively involved in outreach programs, sustainability initiatives, and partnerships with local organizations to address societal needs.

These developments illustrate the institution's commitment to excellence and long-term progress.

Agenda 7: Discussion on Collaborative Initiatives for Quality Enhancement

Action Taken: At the **Collaborative Initiatives for Quality Enhancement** meeting, faculty, administrators, and external partners came together to engage in a dynamic discussion on improving educational quality and institutional services.. Key actions taken included:

- **Facilitated Dialogue:** Faculty, administrators, and external partners shared insights and best practices.
- **Explored Collaborations:** Discussed joint programs, research projects, and exchange opportunities.
- **Integrated Strategies:** Identified ways to incorporate collaborative efforts into institutional quality frameworks.
- **Data Insights:** Dr. Ajay Kumar presented key performance metrics on existing initiatives, highlighting progress and areas for enhancement.

The meeting reaffirmed the institution's commitment to leveraging partnerships for continuous quality improvement.

Agenda 8: Review of NAAC Accreditation and Assessment Activities

During the Review of NAAC Accreditation and Assessment Activities meeting January 2025 it has been decided to submit fee for NAAC visit. Members enquired about status of NIRF, AISHE and SSR.

Action Taken: During the Review of NAAC Accreditation and Assessment Activities meeting in January 2025, the following decisions and actions were taken:

1. **Submission of Fee:**
 - It was decided to submit the submit fee for NAAC visit.
2. **Status Enquiries:**
 - Members inquired about the current status of various reports and assessments:
 - **NAAC visit:** Confirmation of the submission of fee and readiness for the upcoming visit.
 - **NIRF (National Institutional Ranking Framework):** NIRF data submitted on 31st Jan'2025.
 - **AISHE (All India Survey on Higher Education):** Updates on the data collection and submission status for the survey, focusing on compliance with reporting requirements.

These discussions and updates emphasized the institution's proactive approach in preparing and submitting necessary documentation for accreditation and assessment activities, ensuring compliance and readiness for evaluation.


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