

**Proceedings of the 2<sup>nd</sup> Quarterly Meeting of IQAC for the Academic Year 2018-19 held under the Chairmanship of the Vice Chancellor in the Board Room of A-Block on December 24<sup>th</sup>, 2018**

The following members attended the meeting:

1. Dr. N C Wadhwa, Vice-Chancellor, MRIIRS In Chair
2. Dr. M M. Kathuria, Management Representative
3. Mr. R.K Arora, Registrar
4. Dr. V.K Mahna, ED, Academic Excellence, MREI (Special Invitee)
5. Dr. Naresh Grover, Dean Academics, MRIIRS
6. Dr. Krishna Kant, ED & Dean FET
7. Dr. N.K Chadha, Professor and Chairperson R&D
8. Prof. Neemo Dhar, Dean FMeH
9. Dr. Chavi Bhargava, ED & Dean FBSS
10. Dr. Sarita Sachdeva, Dean Research and Dean FAS
11. Dr. Suresh Bedi, Dean FMS
12. Dr. S.S Tyagi, Dean FCA
13. Dr. Anil Sarin, Professor FCBS
14. Mr. Amit Bhatnagar, Director CRCMC
15. Ms. Gurjeet Chawla, Associate Dean Welfare, MRIIRS
16. Mr. Virender Narula, Associate Professor, FET
17. Ms. Manisha Grover, Coordinator IQAC
18. Ms. Mamta Kaushik, Dy Librarian
19. Special Invitees-Heads of different departments

In the opening remarks, the Chairman welcomed all the members of IQAC. He stressed upon the need to spread a culture of quality throughout the institution and bring quality into every aspect of the functioning of the university.

The decisions taken in the meeting are as follows:

**Agenda Item No. 1**

To confirm the minutes of the last meeting of IQAC held on September 29, 2018 (minutes already circulated on October 11, 2018).

The minutes were confirmed.

**Agenda Item No.2**

To consider and approve the Action Taken Report on the decisions taken in the previous meeting of the IQAC held on September 29, 2018.

The action taken report was approved.

### **Agenda Item No.3**

To report the progress on the work of ISO certification for Library, CRCMC and the office of COE.

Dr. Virender Narula gave a brief account of the progress of work of ISO certification for Library, CRCMC and the office of COE. It was reported that the work related to CRCMC needs to be expedited so that a collective application for the certification of all the three units could be made. It was resolved that the work should be completed by the end of January 2019.

### **Agenda Item No.4**

To consider for approval the proforma/questionnaire for conducting Student Satisfaction Survey as part of the revised NAAC guidelines May 2018.

The proforma/questionnaire as prepared by Dr. Sarita Sachdeva was discussed. It was resolved that a committee consisting of the following members be constituted to revise and finalize the proforma by removing certain inconsistencies observed in the proforma as follows:

1. Dr. V.K Mahna (Chairperson)
2. Dr. N.K Chadha
3. Dr. Sarita Sachdeva

### **Agenda Item No.5**

To consider for approval the Code of Conduct handbooks for (a) Handbook for Students, (b) Handbook for Recruiters, (c) Handbook for Alumni

It was resolved that the draft handbooks be approved in principle and be finalized after vetting by the team as constituted below:

1. Dr. V.K Mahna (Chairperson)
2. Dr. Naresh Grover
3. Dr. Dipali Bansal

### **Agenda Item No.6**

To consider for approval a system of exit examination as part of examination reforms under UGC Quality Mandate proposed by a committee constituted for the purpose.

It was resolved that the proposal as received from the committee constituted for the purpose be deferred.

The meeting ended with the vote of thanks to the chair.

**Dr. Dipali Bansal**  
**Director IQAC**