



Maharaja Agrasen Institute of Management Studies

Affiliated to GGSIP University; Recognized u/s 2(f) of UGC

Recognized by Bar Council of India; ISO 9001 : 2015 Certified Institution

Maharaja Agrasen Chowk, Sector 22, Rohini, Delhi – 110086, INDIA www.maims.ac.in

Email: iqac@maims.ac.in

Ph: +91-9811418667

Ms. Sarita Bansal Garg

IQAC Coordinator

Internal Quality Assurance Cell (IQAC)

Friday, July 22, 2022

Action Taken Report of the IQAC Meeting held on July 8, 2022

1. Academic Audit

Internal Academic Audits of all the departments and Admin Office were successfully done by the IQAC for the AY 2021-22. All the HoDs submitted the Audit Forms for their respective departments and Administrative Officer for the Admin Office.

2. Evaluation/Assessment

- Departments conducted the Minor Exams as per schedule.
- For previous academic years Dr. Manoj Verma, COE and Head, Department of Business Administration provided all the documents related to exam grievances to Dr. Shaveta Gagneja, Associate Professor, Department of Law which were required for NAAC SSR Criteria 2.

3. NAAC Preparedness

Departments are preparing all the documents as per NAAC SSR. Appraisal Forms of faculty and staff need to be filled by 31st July, 2022.

4. Principal / HoDs have submitted the Academic Calendar for Academic Session 2022-23 and after discussion with the Director, Academic Calendars of Departments were integrated to prepare Institute's Calendar and uploaded on the Institute Website.

Sarita Bansal Garg

IQAC Coordinator