



# Maharaja Agrasen Institute of Management Studies

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

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Maharaja Agrasen Chowk, Sector 22, Rohini, Delhi – 110086, INDIA [www.maims.ac.in](http://www.maims.ac.in)

Email: [igac@maims.ac.in](mailto:igac@maims.ac.in)

Ph: +91-9811418667

Ms. Sarita Bansal Garg

IQAC Coordinator

## Internal Quality Assurance Cell (IQAC)

April 23, 2024

### Action Taken Report of the IQAC Meeting held on April 9, 2024

#### 1. Filling AQAR for AY 2023–24

- Portal to fill AQAR is still inactive and as per the information received it will be activated after the completion of Academic Year.
- All departments were given the time frame accordingly for submission of the required data to the IQAC.

#### 2. Reporting about Center for Competitive Exams

- A detailed report of the Center for Competitive Exams was prepared and shared with the IQAC members.
- Additional resources, including study materials and mock test facilities, were procured.
- A promotional plan was initiated to increase student participation in the upcoming semester.

#### 3. Academic Audit for AY 2023–24

- An academic audit committee comprising senior faculty and IQAC members was constituted.
- A timeline for the audit was finalized, with the process to commence post the even semester exams.
- Audit Form were drafted and shared with the departments.

#### 4. Internal Assessment of Even Semester for AY 2023–24

- Internal assessments for the even semester were conducted as per the academic calendar.
- Feedback sessions were held by faculty members to guide students on areas of improvement.

#### 5. Infrastructure Requirements Including Software & IT from Departments

- All departments submitted their requirements for infrastructure, software, and IT tools.
- A consolidated report was prepared and forwarded to the management for approval.
- Prioritized items, including specific software and hardware upgrades, have been approved, and procurement is in progress.

#### 6. Establishment of New Department for BCA

- Infrastructure setup for the BCA department has been completed.
- For recruitment of faculty members, posts needs to be advertised in the leading newspapers and on institute website.



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