



# Maharaja Agrasen Institute of Management Studies

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Ms. Sarita Bansal Garg

IQAC Coordinator

## Internal Quality Assurance Cell (IQAC)

September 27, 2024

### Minutes of Meeting

An IQAC Meeting was held on September 27, 2024 at 11:00 PM. Following members of IQAC were present in the meeting:

1. Prof. (Dr.) Rajni Malhotra Dhingra, Director, MAIMS – IQAC Chairperson.
2. Mr. Anand Gupta, Director Indian Packways Pvt. Ltd. – Employer Representative, Maharaja Agrasen Institute of Management Studies – Member
3. Mr. Rajnish Gupta, Secretary Administration – MATES Management Representative, MAIMS – Member.
4. Prof. (Dr.) Manju Gupta, Head, Department of Commerce – Member.
5. Dr. Praveen Kumar Gupta, Head, Department of Law – Member.
6. Dr. Umesh C. Pathak, Head, Department of Journalism – Member.
7. Dr. Manoj Verma, Head, Department of Business Administration – Member.
8. Dr. Gaurav Agarwal, Head, Department of Economics – Member.
9. Dr. Sumedha Dutta, Associate Professor, Department of Business Administration – Member.
10. Dr. Nisha Dhanraj Dewani, Associate Professor, Department of Law – Member.
11. Ms. Rashi Aggarwal, Assistant Professor, Department of Business Administration – Member.
12. Mr. Deepak Sharma, Administrative Officer – MAIMS
13. Ms. Sarita Bansal Garg, Associate Professor, Department of Business Administration – IQAC Coordinator.

### **Agenda Items Discussed:**

#### **1. Approval of Minutes of the Previous Meeting & ATR Presentation**

- The minutes and ATR of the previous IQAC meeting held in July 17, 2024 were presented and reviewed by all members.
- Members expressed satisfaction with the implementation of decisions and actions taken.
- No modifications were suggested.

#### **2. Admission Status for AY 2024–25**

- Members were informed about the final admission status for AY 2024–25.
- The University Admission process is still going on. After online counselling, the university has conducted Spot Round 1, 2 in physical mode. But the university has

imposed the capping of ranks for the CET eligible candidates which results in vacant seats across all programs.

- It was informed to the members, that University will conduct further rounds of admission based on CUET and hopefully all the seats will be filled across all programs.
- It was observed that a lot of movement is there between the students seeking admission as Delhi University also has not yet finalized its admissions which in turn is affecting the admissions in majorly B. Com (H.) and BA Eco and in some way BBA too.

### **3. Feedback Collection and Analysis (Students, Faculty, and Alumni)**

- Members reviewed the feedback collected from students, faculty, and alumni on academic processes, infrastructure, and support services.
- The feedback indicated high satisfaction with teaching quality and curriculum design.
- Suggestions for improving cafeteria facilities, Wi-Fi connectivity, and digital learning resources were noted.

### **4. Preparation for Accreditation and Quality Benchmarking**

- The preparation status for upcoming accreditations (including NAAC, JAC, SFRC and AICTE compliance) was discussed.
- Members emphasized the need for proper documentation and evidence collection for quality benchmarking.

### **5. Research and Faculty Development Initiatives**

- Members discussed proposals for upcoming Faculty Development Programs (FDPs), Conference and research workshops.
- Suggestions for topics included Advanced Research Methodologies, Data Analytics, and Writing Research Proposals.
- It was proposed to encourage faculty to apply for external research grants and collaborations with industry partners.

### **6. Infrastructure and Learning Resource Enhancements**

- Heads of Departments shared their infrastructure requirements, including software upgrades and digital tools
- Members discussed the need for enhancing e-learning resources and upgrading IT infrastructure to support hybrid learning.

### **7. Appointment of Student Representative and Alumni Representative in IQAC**

- It was proposed to appoint a new student representative as previously appointed student passed out.
- Also, alumni representative also need to be reappointed as previously appointed member is unable to participate further more in cell.
- The criteria for selection and roles of the representatives were discussed.
- Appointments will be finalized by October 2024.

### **8. Orientation Session for Students and Newly Appointed Faculty**

- Members were informed about the orientation sessions for newly admitted students and newly appointed faculty members.
- The aim of these sessions was to familiarize them with institutional policies, academic guidelines, and available resources.

### **9. Shifting of Law Department to Block 11**

- The proposal to shift the Law Department to Block 11 was discussed to accommodate the increased intake and provide enhanced infrastructure.
- The logistical and infrastructural requirements for the relocation were reviewed.

### **10. Any Other Item with Permission of the Chair**

- No additional items were raised.



Sarita Bansal Garg

IQAC Coordinator