



Maharaja Agrasen Institute of Management Studies

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

NAAC A++ accredited; Autonomous Status from UGC;

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

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Dr. Sarita Bansal Garg

IQAC Coordinator

Internal Quality Assurance Cell (IQAC)

June 11, 2025

Minutes of Meeting

An IQAC Meeting was held on June 11, 2025 at 11:00 AM. 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. Disha Moitra, Alumni Representative – Member.
14. Ms. Mimansa, BALLB Final Year, Student Representative - Member
15. Dr. Sarita Bansal Garg, Associate Professor, Department of Business Administration – IQAC Coordinator.

Agendas of the meeting are:

1. Approval of Minutes and Presentation of Action Taken Report (ATR) of Previous Meeting

- The IQAC Coordinator presented the minutes and Action Taken Report (ATR) of the previous IQAC meeting.
- Members reviewed the same and expressed satisfaction with the actions taken on the decisions made earlier.

2. Review of Academic Outcomes for AY 2024–25

- Members discussed the academic performance of students, including results, progression, internships, placements, and higher education outcomes.
- It was noted that departments have made consistent efforts to support student learning and progression.

3. Planning and Submission Timeline of AQAR for AY 2024–25

- The IQAC Coordinator briefed the members on the proposed timeline for preparation and submission of the AQAR for AY 2024–25.
- Members were informed about the requirement of timely submission with complete and verified data.

4. Academic Calendar for AY 2025–26

- The draft Academic Calendar for AY 2025–26 was presented, covering teaching schedules, examinations, FDPs, workshops, conferences, and co-curricular activities.
- Members discussed the alignment of the calendar with university guidelines and institutional priorities.

5. Academic Audit of All Departments

- Members deliberated on conducting academic audits of all departments to review teaching-learning processes, assessment methods, and academic practices.
- The importance of academic audits for continuous quality improvement was emphasized.
- It was resolved to conduct academic audits of all departments during AY 2025–26 as per the prescribed framework.

6. Faculty Development Program on Data Analysis with PLS-SEM using SmartPLS 4.0

- Members discussed the proposed **online FDP on Data Analysis with PLS-SEM using SmartPLS 4.0**, scheduled from **2 July to 8 July 2025**.
- The FDP aims to enhance research competencies of faculty members.
- The FDP proposal was approved, and HoDs were encouraged to ensure maximum faculty participation.

7. Infrastructure and IT Requirements for AY 2025–26

- Members reviewed the infrastructure and IT requirements submitted by various departments.
- Additional infrastructure needs arising from the sanctioned increased intake in Economics were also discussed.
- The infrastructure and IT requirements were approved in principle and recommended to the management for necessary action.

8. Any Other Item with Permission of the Chair

- No additional items were raised.

Meeting ended with thanks to the chair.



Dr. Sarita Bansal Garg

IQAC Coordinator