

## SCHOOL OF MANAGEMENT SCIENCES, VARANASI

### Minutes of the IQAC Meeting

*Date: February 19, 2018, Time: 1:00 pm*

*Venue: Executive Secretary's Chamber*

A meeting of the members of the Internal Quality assurance cell of School of Management Sciences, Varanasi was held in the Executive Secretary's chamber at the campus today, the 19<sup>th</sup> February, 2018 at 1.00 PM to discuss matters under the agenda. The Following Members were present :

1. Prof. P. N. Jha, Director	-	Chairperson
2. Dr. Kamal Sheel Mishra	-	Member
3. Dr. Sandeep Singh	-	Member
4. Dr. R.K. Singh	-	Member
5. Dr. A.C. Supkar	-	Member
6. Dr. Anupam Shukla	-	Member
7. Dr. Abhishek Srivastava	-	Member
8. Dr. (Mrs.) Pallavi Pathak	-	Member
9. Prof. Alok Rai	-	External Member
10. Prof. K.S. Jaiswal	-	External Member
11. Dr. M.P. Singh	-	Special Invitee
12. Mr. Sanjay Gupta	-	Secretary
13. Prof. Alok Kumar	-	Coordinator

**Agenda** : To discuss matters pertaining to concerted efforts for the NAAC AQAR namely assignment of tasks to the members of newly constituted Quality Circle , Discussion about conducting IQAC Seminar in the campus and sensitisation towards more cross cutting issues.

### **Discussion** :

After formal welcome by the IQAC Chairperson & Director, SMS Varanasi, Prof. P.N.Jha , IQAC Coordinator, Prof Alok Kumar conducted further proceedings. Following business were transacted –

- a) As per the Director's Notification of February 15, 2018 circulated to the faculty regarding the Constitution of 'Quality Circle' as per IQAC – Resolutions and regarding the responsibilities allocated to the faculty, it was decided that the Coordinator, quality Circle is going to convene a meeting of the QC members to ensure the annual contribution on their parts. Further plan of action for quality drive to achieve the various allotted tasks is to be decided too. Details of the tasks to be attained phase wise towards AQAR compliance to be notified to the concerned persons.

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- b) It was agreed upon that an additional circular mentioning expected Incremental Growth on Academics and other important verticals by the faculty members/ staff is to be notified shortly and to be uploaded on i-campus too for the ready reference.
- c) In order to discuss matters pertaining to the parameters defined for the purpose in the NAAC perspective, the members also decided that IQAC would be organizing a seminar/ workshop for faculty members and staff separately.
- d) The members also suggested to organise events addressing the cross cutting issues as per earliest convenient time.

The meeting culminated with a formal Vote of thanks to the Chair and the Hon'ble members.

**(Prof. P.N.Jha)**  
**Chairman**

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