

SCHOOL OF MANAGEMENT SCIENCES, VARANASI

Minutes of the IQAC Meeting

Date: May 06, 2019, 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 6th May , 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. Sandeep Singh	-	Member
3. Dr. R.K.Singh	-	Member
4. Dr. K.S.Mishra	-	Member
5. Mr. Amitabh Pandey	-	Member
6. Mr. Kartikeya Singh	-	Member
7. Mr. Atish Khadse	-	Member
8. Dr. A.K.Singh	-	Member
9. Dr. M.P. Singh	-	Representative of Management
10. Mr. Rohit Mehta	-	Alumnus
11. Mr. Sanjay Gupta	-	From Administration
12. Dr. (Mrs.) Pallavi Pathak	-	Coordinator

Agenda :

- i. To review the steps taken so far in the direction of Compliance of NAAC guidelines by IQAC and discuss upon further needed action.
- ii. To compile data for the Second AQAR
- iii. Since the semesters for almost all the courses were almost over, in this meeting, members emphasised upon the activities that could be conducted for Faculty members and supporting staff or those involves them.
- iv. Requisition for the Book purchase was decided to be sought by faculty members

Discussion :

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

- a) All the faculty members to ensure the annual contribution on their parts for quality

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- drive .
- b) Further plan of action 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.
 - c) Dates and themes for both National and International Conference were finalized.
 - d) It was suggested by the members to organise FDP based on themes related to outcome based education.
 - e) It was also proposed to organise development programs for Library and Lab Staff
 - f) Finally it was unanimously opined to organise a staff development workshop for Class four non teaching employees.

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

(Dr. Pallavi Pathak)
Coordinator

(Prof. P.N.Jha)
Chairman

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