

## SCHOOL OF MANAGEMENT SCIENCES, VARANASI

### Minutes of the IQAC Meeting

*Date: March 17, 2020, Time: 4.00 pm*

*Venue: Executive Secretary's Chamber*

A meeting of the members of the Internal Quality assurance cell (IQAC) of School of Management Sciences, Varanasi was held in the Executive Secretary's Chamber at the campus today, the 17 March, 2020 at 4.00 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. Kamal Sheel Mishra	-	Member
4. Dr. Amitabh Pandey	-	Member
5. Dr. Amit Kishore Sinha	-	Member
6. Mr. Ram Gopal Gupta	-	Member
7. Mr. Veeresh Tripathi	-	Member
8. Mr. Rohit Mehta	-	Alumni Nominee
9. Dr. M.P. Singh	-	Representative of Management
10. Mr. Sanjay Gupta	-	From Administration
11. Dr. Pallavi Pathak	-	Coordinator

#### Agenda :

**This meeting was attended by newly inducted IQAC members also. Following matters were to be discussed in the IQAC Meeting**

1. Timely completion of syllabus along with few guest sessions on Subject matter as well as soft skills
2. Remedial classes and career counseling sessions for the interested students
3. Planning of events for May-June including outside participation
4. Review of third AQAR preparation

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) Since even semesters are relatively shorter it was decided that coordinators need to brace themselves up for the timely completion of syllabus and will also arrange for

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Remedial classes if needed. They will also be directed to arrange guest lectures and soft skill training programmes for the students as per the requirements.

- b) It was decided that Career counselling Cell would conduct few counselling sessions especially for Final year students as soon as possible.
- c) The possibilities for FDP/ workshops / Training to be conducted during the month of May - June
- d) A quick review of the third AQAR prepared so far was also done and few changes were suggested by the members

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)**  
**Chairperson**

Copy to: All Concerned