

SCHOOL OF MANAGEMENT SCIENCES, VARANASI

Minutes of the IQAC Meeting

Date: May 23, 2020, Time: 1.00 pm

Venue: Meeting Room

A meeting of the members of the Internal Quality assurance cell (IQAC) of School of Management Sciences, Varanasi was held in the Meeting Room at the campus today, the 23 May, 2020 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. Kamal Sheel Mishra	-	Member
4. Dr. Amit Kishore Sinha	-	Member
5. Mr. Ram Gopal Gupta	-	Member
6. Dr. M.P. Singh	-	Representative of Management
7. Mr. Sanjay Gupta	-	From Administration
8. Dr. Pallavi Pathak	-	Coordinator

Agenda :

Following matters were to be discussed in the IQAC Meeting

- i. Stock taking of course completion and internal assessments in all the programmes through Moodle
- ii. Seeking professional Google Meet/ ZOOM meeting account
- iii. Discussion on upcoming online events
- iv. Third AQAR
- v. SOPs to be followed when staff members will start coming to college

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) Due to COVID 19 Pandemic there has been a complete lockdown from March 22, 2020 onwards. Hence, subsequent syllabus was covered through Moodle. It was discussed and assessed in the meeting if anything else yet to be covered.

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- b) During lockdown a number of webinars were conducted both for students and the faculty & Staff. It was proposed to seek professional Google Meet/ ZOOM meeting account for smoother conduction of such events
- c) Outlines of upcoming FDP on NAAC framework and workshop on Statistics and Research Methodology were discussed. Many webinars with distinguished resource persons were also proposed.
- d) Preparedness of third AQAR was also reviewed
- e) Since the process of staggered lifting of lockdown was initiated, maintenance of health, hygiene and safety of all the employees within the campus as well as during commute needs to be ensured. Therefore, standard operating procedures were delineated.

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