

**MINUTES OF THE 9<sup>TH</sup> MEETING OF CENTRE FOR INTERNAL QUALITY ASSURANCE (CIQA) HELD ON 12 FEBRUARY, 2024 IN SITAPURA CAMPUS AT 2:00 PM.**

The following members of the committee attended the meeting:

1. Prof. (Dr.) Vikas Mishra, President	Chairperson
2. Prof. Vaishali Sharma, Dean Management and Pro-VC	Member
3. Dr. Renu Bagoria, Professor & Head, CS	Member
4. Dr. Ankush Sharma, Associate Professor & Head, Education	Member
5. Dr. Shilpi Khandelwal, Professor, Management	Member
6. Dr. Manju Gupta, Associate Professor, Education	Member
7. Dr. Jaya Sinsinwar, Assistant Professor, English	Member
8. Mr. Suraj Yadav, Assistant Professor, CS	Member
9. Mr. Tanmay Pattanayak, Registrar & CoE	Member
10. Mr. Dharmraj Sharma, Finance Officer	Member
11. Ms. Nirmal Bhatnagar, Professor, Dept. of JMC, JIMS Rohini, Delhi	External Member
12. Dr. N.K. Sharma, Professor, (Retd.) UOR	External Member
13. Dr. Shweta Bhatia, Director, CDOE	Member Secretary

**Item No. 9.1 To consider and approve the minutes of the 8<sup>th</sup> meeting held on July 28, 2023**

**Resolution:** The minutes of the 8<sup>th</sup> meeting of the CIQA held on July 28, 2023 were considered and approved. *(Annexure – 1)*

**Item No. 9.2 To consider and approve the Action Taken Report of 7<sup>th</sup> meeting held on Feb. 15, 2023 of CIQA.**

**Resolution:** The Action Taken Report of 7<sup>th</sup> meeting held on Feb. 15, 2023 was considered and approved. *(Annexure – 2)*

**Item No. 9.3 To note the UGC Approval for BBA OL Program to the University w.c.f. Academic Year 2024-25.**

**Resolution:** UGC approval for BBA OL Programs to the University w.e.f. Academic Year was noted.

**Item No. 9.4 To consider and update the Information Brochure for ODL & OL Programmes for the Academic Session 2024-25.**

**Resolution:** The Information Brochure for ODL & OL Programmes was considered and approved for the Academic Session 2024-25.

**Item No. 9.5 To review the preparation of four additional programs to be applied for the session 2024-25 i.e. B.Com., BA(JMC), MA(JMC) and MBA**

**Resolution:** Director CDOE apprises the committee about the ongoing preparation of all the quadrants for all additional four programs to be applied.

**Item No. 9.6 To consider and approve the Academic Planner for winter batch.**

**Resolution:** The members were shared the Academic Planner and discussion to execute the same was held.

**Item No. 9.7 To review the student support service mechanism for the winter batch.**

**Resolution:** The committee reviewed the student support service mechanism including Admissions, Payment of Fee, Delivery of Study Material, Grievances Handling and Evaluation System for winter batch.

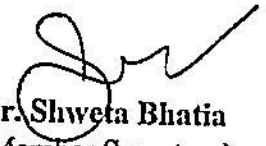
**Item No. 9.8 Any other item with the permission of the Chair.**

**Resolution:** Director CDOE proposed the plan of orientation for the upcoming winter batch which was approved by the committee.

The meeting ended with vote of thanks who all members present.



**Prof. Vikas Mishra**  
Chairperson



**Dr. Shweta Bhatia**  
(Member Secretary)