Minutes of 4th Monthly Meeting of DQAC Coordinators with Hon'ble Vice Chancellor

03:00PM, 16.05.17, EMRC, Takshshila Parisar, Khandwa Road, Indore

Agenda items:

1. Approval of Minutes of 3rd Monthly Meeting

2. Action Taken Status on following:

    a. Internal Academic Audit

        i. Conducted/Not Conducted

        ii. Stake Holders involved/ not involved

        iii. Actions on converting parameters from **No → Yes**

    b. Use of Data Capturing System (Profile/Academic Audit/Placement/MoUs)

    c. New Skill Development/Add On Courses

        i. Identified / Not Identified

        ii. Started/Not Started

3. Uniform feedback system – Please bring hard copy of all feedback forms used by your department for taking feedback from various stakeholders

4. AQAR for the session 2016 – 17 (Pl be ready to submit softcopy latest by 15th June 2017)

5. Actions require for promoting interdisciplinary (inter departmental) research

6. Presentation by Head of the Departments of following departments to share their progress and achievements broadly on the criteria suggested by NAAC on quality education:

    a. School of Chemical Sciences

    b. School of Biotechnology

    c. Institute of Management Studies

    d. School of Computer Science & IT

7. Any other agenda with the permission of chair

Minutes:

1. Members approved Minutes of 3rd Monthly Meeting

2. Hon'ble Vice Chancellor emphasized that all UTDs must take process of Internal Audit seriously and put efforts to remove the shortcomings if any.

3. This was decided unanimously to use Data Capturing System extensively for the all type academic (and partial administrative) data items.

4. Hon'ble Vice Chancellor emphasizes that all the departments must explore and start new skill based certificate courses.

5. It was decided to submit departmental AQAR latest by 15.07.17.

6. Following department heads shared their progress and achievements in the form of presentation:

    a. School of Chemical Sciences

    b. School of Biotechnology

    c. Institute of Management Studies

    d. School of Computer Science & IT

8. In next meeting Head of the Departments of following departments will share their progress and achievements broadly on the criteria suggested by NAAC on quality education:

    a. School of Life Sciences

    b. School of Law

    c. Institute of Engineering & Technology (IET)

    d. International Institute of Professional Studies (IIPS)

Meeting ended with thanks to Chair.