MINUTES OF THE 11ᵀᴴ MEETING OF CENTRE FOR INTERNAL QUALITY ASSURANCE(CIQA) HELD ON MARCH 11, 2025 IN SITAPURA CAMPUS AT 2:30 PM.

The following members of the committee attended the meeting:

1.	Prof.(Dr.) Vaishali Sharma, President	Chairperson
2.	Dr. Jyotsana Khandelwal, Professor (Mgmt.)	Member
3.	Dr. Manju Gupta, Asso. Professor (Education)	Member
4.	Dr. Hukum Saini, Associate Professor (CS)	Member
5.	Dr. Shilpi Khandelwal, Head (Management)	Member
6.	Dr. Ankush Sharma, Head (Education)	Member
7.	Dr. Urvashi Sharma, Head-Mass. Communication	Member
8.	Mr. Tanmay Pattanayak, Registrar & CoE	Member
9.	Mr. Dharmraj Sharma, Finance Officer	Member
10.	Ms. Nirmal Bhatnagar, Professor, Dept. of JMC, JIMS Rohini, Delhi	External Member
11.	Dr. N.K. Sharma, Professor, (Retd.) UOR	External Member
12.	Dr. Shweta Bhatia, Director, CDOE	Member Secretary

Item No. 11.01 To consider and approve the Minutes of the 10ᵗʰ Meeting of the Centre for Internal Quality Assurance (CIQA) held on 10ᵗʰ August 2024.

Resolution: The Minutes of the 10ᵗʰ Meeting of the Centre for Internal Quality Assurance (CIQA) were circulated amongst the members. No observations have been received, hence its stands approved.

Item No. 11.02 To consider and approve the Action Taken Report of the Minutes of the 09ᵗʰ Meeting of the Centre for Internal Quality Assurance (CIQA) held on 12ᵗʰ February 2024.

Resolution: The action taken report on the Minutes of 9ᵗʰ Meeting of the Centre for Internal Quality Assurance (CIQA) held on 12ᵗʰ February, 2024 were discussed and members were satisfied in respect of the follow up action taken by the University authorities. The Action Taken Report was confirmed.

Item No. 11.03 To note the successful submission of Annual Report of CIQA for the Academic Session 2023-24.

Resolution: The members of CIQA informed about the successful submission of Annual Report of CIQA for the Academic Session 2023-24.

Item No. 11.04 To note the UGC-DEB approval of B.Com, BAJMC, MAJMC and MBA Program through Online mode for the session beginning from January-February, 2025.

Resolution: The members of Center for Internal Quality Assurance noted with thanks the UGC-DEB approval of B.Com, BAJMC, MAJMC and MBA Program through Online mode for the session beginning from January-February, 2025.

Item No. 11.05 To consider and approve the Information Brochure for ODL & OL Programmes for the Academic Session 2025-26.

Resolution: The Information Brochure for ODL & OL Program for the Academic Session 2024-2025 was discussed and approved.

Item No. 11.06 To consider and approve the Academic Calender for winter batch session 2024 for ODL & OL Programmes

Resolution: The Academic Calender for academic session 2024-25 for ODL & OL Programs beginning July-August 2024 was considered and approved.

Item No. 11.07 To consider and approve the preparedness of all quadrants for III and IV semester for PG program and IV, V and VI semester for UG program

Resolution: The members of CIQA were informed that the quadrant for III and IV semester for PG program and IV, V and VI semester for UG program were under progressed. All the members appreciated the efforts to develop all the qualitative contents with respect to all the quadrants.

Item No. 11.08 To review the strategies of admission for ODL & OL programmes.

Resolution: The member of CIQA reviewed the present status and discussed to implement effective strategies for ODL program.

Item No. 11.09 To apprise the Social Media Marketing strategies of admission for ODL & OL programmes.

Resolution: The Director, CDOE apprised the members of CIQA that the University is adopting Social Media Marketing strategies to increase the admissions for ODL and OL programs for the upcoming semester.

Item No. 11.10 To review the student support service mechanism including Admissions, Payment of Fee, Delivery of Study Material, Grievances Handling and Evaluation System.
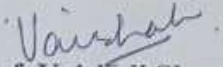
Resolution: The member of CIQA reviewed the student support service mechanism including Admissions, Payment of Fee, Delivery of Study Material, Grievances Handling and Evaluation System and appreciated the efforts of CIQA.

Item No. 11.11 To conduct the Orientation Program for the ODL and OL learners of upcoming batch session beginning January-February, 2025.

Resolution: Director CDOE discussed with the members to conduct the orientation program for the ODL and OL learners of upcoming batch session beginning January-February, 2025. All the members unanimously agreed to conduct orientation program as per UGC-DEB directions.

Item No. 11.12 Any other item with the permission of the Chair.

The meeting ended with vote of thanks to the Chair.

Prof. Vaishali Sharma
Chairperson

Dr. Shweta Bhatia
(Member Secretary)