

NAAC ACCREDITED



## Minutes of the Meeting

### Internal Quality Assurance Cell (IQAC)

Meeting held on: 4<sup>th</sup> January, 2025, Saturday

Time: 01:30 PM

Venue: Wing B, Fairfield Institute of Management and Technology (FIMT), Kapashera, New Delhi

#### Participants:

1	Prof. (Dr.) Afzal Wani	Advisor-FIMT
2	Prof. (Dr.) Saroj Vyas	Director-FIMT
3	Prof. (Dr.) Shaveta Gagneja	Director-School of Law, FIMT
4	Dr. Shivani Singh	Coordinator, IQAC
5	Mr. Manish Jha	Academic Incharge, FIMT
6	Prof. (Dr.) S.P. Singh	Member
7	Dr. Sonia	Member
8	Mr. K.N Singh	Member
9	Dr. Suman Yadav	Member
10	Ms. Nidhi Sharma	Employer
11	Mr. Parveen Kumar	Senior Admin Officer
12	Mr. Raju Jindal	External Member
13	Mr. Krishna Pandey	Alumni
14	Ms. Dimple Sherawat	Alumni

#### Agendas of the Meeting:

1. Discussion on NAAC Peer Team Comments in Previous Assessment and Work on Them
2. Evaluation of Student Results and Discussion on Measures for Improvement
3. Strengthening Research through MoUs, Funding and Patents

#### Agenda 1: Discussion on NAAC Peer Team Comments in Previous Assessment and Work on Them



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**Discussion:** The committee reviewed the observations and suggestions made by the NAAC Peer Team during the previous cycle of assessment. Key areas highlighted for improvement included documentation, alumni engagement, research output, and student support services.

**Resolution:** *It was resolved that each criterion head will prepare an action plan addressing the specific comments mentioned by the NAAC team. A follow-up review will be scheduled monthly to monitor the implementation. The IQAC will prepare a tracker to ensure systematic and time-bound improvements.*

## **Agenda 2: Evaluation of Student Results and Discussion on Measures for Improvement**

**Discussion:** The academic results of the previous semester were evaluated. While some programs showed consistent performance, certain departments reported a dip in student outcomes. Discussions focused on identifying the root causes, including student absenteeism, difficulty in subjects, or gaps in continuous assessment methods.

**Resolution:** *It was resolved that departments with below-average performance will conduct remedial classes, bridge courses, and academic mentoring sessions. Additional peer learning strategies and mid-semester reviews will be introduced. IQAC will also work with HoDs to incorporate result-improvement plans into their department targets.*

## **Agenda 3: Strengthening Research through MoUs, Funding and Patents**

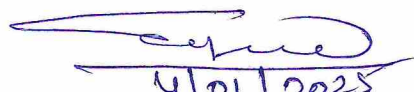
**Discussion:** The members emphasized the need to enhance research output by signing MoUs with research organisations/industries, applying for government and non-government grants, and encouraging patent filing. The low number of externally funded projects and patents in the previous year was discussed as an area requiring attention.

**Resolution:** *It was resolved that departments must identify at least two potential organizations each for MoUs by the next quarter. Faculty members will be encouraged to apply for minor and major research projects under UGC, ICSSR, DST, etc. A Research Promotion Committee will be formed to facilitate patent awareness workshops, project proposal writing, and submission timelines.*

Minutes recorded by:

  
Dr. Shivani Singh

Approved by:

  
4/01/2025  
Prof. (Dr.) Saroj Vyas

