

NAAC ACCREDITED



तेजस्विनावधीतमस्तु

FAIRFIELD

Institute of Management & Technology

Affiliated to GGSIP University & an 'A+' Grade College by DHE, Govt. of NCT Delhi
Approved by AICTE BCI & NCTE Recognised under 2(f) of UGC Act of 1956



Minutes of the Meeting

Internal Quality Assurance Cell (IQAC)

Meeting held on: 07th April 2025, Tuesday

Time: 2:30 PM

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

Participants:

1	Shri V.K.N Bhardwaj	Chairperson, FIMT
2	Dr. Nalini Joshi	Member
3	Prof. (Dr.) Afzal Wani	Advisor-FIMT
4	Prof. (Dr.) Saroj Vyas	Director-FIMT
5	Prof. (Dr.) Shaveta Gagneja	Director-School of Law, FIMT
6	Dr. Shivani Singh	Coordinator, IQAC
7	Mr. Manish Jha	Academic Incharge, FIMT
8	Prof. (Dr.) S.P. Singh	Member
9	Dr. Malvika	Member
10	Dr. Suman Yadav	Member
11	Ms. Nidhi Sharma	Employer
12	Mr. Noor Ul Amin Naqash	Senior Admin Officer
13	Ms. Ritu Kashyap	External Member
14	Mr. Krishna Pandey	Alumni

Agendas of the Meeting:

1. Review and Analysis of Student Feedback 2024–2025
2. Review of Teacher Feedback and Institutional Support Mechanisms
3. Employer Feedback Analysis and Industry Readiness Measures
4. Alumni Feedback Review and Infrastructure Development Initiatives
5. Discussion on Action Taken Report for Stakeholder Feedback
6. Evaluated the implementation the Gender Equality Action Plan 2024-2025



FIMT Institutional Campus,
Bijwasan Road, New Delhi-110097
Office No.: 011 - 46109358 | 011 - 43045218

E-Mail - fimtnd@gmail.com
Web. - www.fimt-ggsipu.org

24x7 Helpline
9312352942 | 9811568155
8080804002 | 8080807002

NAAC ACCREDITED



FAIRFIELD

Institute of Management & Technology

Affiliated to GGSIP University & an 'A+' Grade College by DHE, Govt. of NCT Delhi
Approved by AICTE BCI & NCTE Recognised under 2(f) of UGC Act of 1956



Agenda 1: Review and Analysis of Student Feedback 2024–2025

Discussion: The IQAC reviewed the analysis of student feedback collected during the academic year 2024–2025. Students expressed satisfaction regarding syllabus coverage, mentoring support, internal evaluation transparency, and learning opportunities. However, suggestions were received for more interactive teaching methods, innovation-related activities, increased guest lectures, updated library resources, and better guidance for competitive examinations.

Resolution: *It was resolved that departments shall strengthen ICT-enabled and participative teaching-learning practices through FDPs and academic training sessions. More guest lectures, industrial visits, workshops, and innovation-oriented programmes including hackathons and start-up interaction sessions will be organized. The library shall continue procurement of updated books, journals, and e-resources. Further, mentoring and coaching support for competitive examinations will be enhanced through dedicated academic support initiatives.*

Agenda 2: Review of Teacher Feedback and Institutional Support Mechanisms

Discussion: The committee reviewed suggestions received from faculty members regarding faculty welfare, infrastructure, Wi-Fi connectivity, research support, FDPs, appraisal transparency, and reduction of administrative burden. Faculty members also suggested improvement in classroom facilities, ventilation, and staff support services.

Resolution: *It was resolved that the institution shall continue phased enhancement of ICT infrastructure including Smart Boards and improved Wi-Fi connectivity. Additional FDPs, research-oriented activities, and internal knowledge-sharing sessions shall be organized. Administrative processes will be streamlined to improve work efficiency and faculty support systems. Infrastructure improvement measures relating to classrooms, ventilation, and staff facilities will also be implemented in phases.*

Agenda 3: Employer Feedback Analysis and Industry Readiness Measures

Discussion: The committee discussed employer feedback highlighting students' strengths in communication skills, teamwork, subject knowledge, punctuality, and learning agility. Employers recommended greater industry awareness, exposure to emerging technologies, innovation-based learning, and practical industry-oriented training.



FIMT Institutional Campus,
Bijwasan Road, New Delhi-110097
Office No. : 011 - 46109358 | 011 - 43045218

E-Mail - fimtnd@gmail.com
Web. - www.fimt-ggsipu.org

24x7 Helpline
9312352942 | 9811568155
8080804002 | 8080807002

NAAC ACCREDITED



तेजस्विनावधीतमस्तु
ESTD 2001, 2014 & ISO 9001:2015 & ISO 27001:2017

FAIRFIELD

Institute of Management & Technology

Affiliated to GGSIP University & an 'A+' Grade College by DHE, Govt. of NCT Delhi
Approved by AICTE, BCI & NCTE Recognised under 2(f) of UGC Act of 1956



Resolution: It was resolved that departments shall strengthen industry-academia collaboration through guest lectures, internship drives, workshops, and industrial visits. Skill-based training programmes, case-study approaches, and experiential learning initiatives will be enhanced. Alumni interaction sessions and practical exposure activities shall also be increased to improve employability and industry readiness among students.

Agenda 4: Alumni Feedback Review and Infrastructure Development Initiatives

Discussion: The committee reviewed alumni feedback regarding institutional effectiveness, infrastructure, career guidance, internship opportunities, and innovation activities. Alumni suggested improvement in ICT facilities, canteen services, and enhanced support for NET, UPSC, and other competitive examinations.

Resolution: It was resolved that the institution shall strengthen Innovation Cell activities and entrepreneurship-oriented programmes. Management has approved phased installation of Smart Boards and ICT-enabled classrooms to strengthen infrastructure facilities. Career counselling and competitive examination guidance initiatives shall be further enhanced through mentoring programmes and academic support activities.

Agenda 5: Discussion on Action Taken Report for Stakeholder Feedback

Discussion: The IQAC reviewed the Action Taken Report prepared on the basis of feedback collected from students, teachers, alumni, and employers. The committee noted that several quality enhancement measures had already been initiated including FDPs, innovation activities, library enhancement, ICT infrastructure development, industry collaborations, and mentoring support systems.

Resolution: It was unanimously resolved that IQAC shall continue periodic review of stakeholder feedback and monitor implementation of corrective measures for continuous quality enhancement. Departments were directed to maintain proper documentation of feedback analysis, action taken initiatives, and outcome reports for institutional review and accreditation purposes.



FIMT Institutional Campus,
Bijwasan Road, New Delhi-110097
Office No. : 011 - 46109358 | 011 - 43045218

FIMT NCC UNIT
E-Mail - fimtnd@gmail.com
Web. - www.fimt-ggsipu.org

24x7 Helpline
9312352942 | 9811568155
8080804002 | 8080807002

NAAC ACCREDITED



तेजस्विनावधीतमस्तु
Fairfield Institute of Management & Technology

FAIRFIELD

Institute of Management & Technology

Affiliated to GGSIP University & an 'A+' Grade College by DHE, Govt. of NCT Delhi
Approved by AICTE BCI & NCTE Recognized under 2(f) of UGC Act of 1956



Agenda 6: Evaluated the implementation the Gender Equality Action Plan 2024-2025

Discussion: The IQAC reviewed the implementation of the Gender Equality Action Plan (2024–2025), covering gender sensitization programmes, women’s health and hygiene initiatives, NCC participation, outreach activities, functioning of the ICC, counselling services, Queenbee Gender Equality Club activities, gender-sensitive infrastructure, and findings of the Gender Inclusivity and Well-being Survey. The committee observed that the planned activities were effectively implemented and contributed towards promoting gender equity and inclusiveness on campus.

Resolution: *The committee expressed satisfaction with the effective implementation of the Gender Equality Action Plan and resolved to continue strengthening gender sensitization programmes, women empowerment initiatives, support services, and inclusive campus practices to further promote equality, safety, and well-being within the institution.*

Minutes recorded by:

Shivani

Dr. Shivani Singh
IQAC Coordinator

Approved by:



[Signature]
7/04/2025
Prof. (Dr.) Saroj Vyas
Director, FIMT New Delhi



FIMT Institutional Campus,
Bijwasan Road , New Delhi-110097
Office No. : 011 - 46109358 | 011 - 43045218

FIMT NCC UNIT
E-Mail - fimtnd@gmail.com
Web. - www.fimt-ggsipu.org

24x7 Helpline
9312352942 | 9811568155
8080804002 | 8080807002