Fairfield Internal Quality Assurance Cell (FIQAC)

Meeting of "The Internal Quality Assurance Cell (FIQAC)"

(A. Y. 2018-19) Time: 10.30 AM Venue: Conference Room

Agenda of Meeting

1. Action taken report of the previous meeting.
3. Planning & Preparation of Anugoonj Cultural Festival (organised by GGSIPU annually) for session 2018-19.
5. To enhance the research potential of the faculty for research work.
6. Any other issue with the permission of the chair.
MINUTES OF MEETING

The meeting started on a welcome note by FIQAC Coordinator, Prof. (Dr.) Saroj Vyas, Director/Principal, FIMT followed by her Presentation on objectives which include basic purposes, activities, and function of FIQAC. The FIQAC Coordinator proposed to conduct the FIQAC meeting twice in an academic year.

The glance of the meeting:

1. The meeting was started at 3:30 p.m. where the faculty members shared their views about the programmes to be organised for the students.

2. FIQAC Coordinator welcomed the new recruited members & policy and rules of the institution were shared with them.

3. New Academic Calendar prepared and shared with the Director/Principal for approval and suggested corrections.

4. FIQAC Coordinator has congratulated and informed about the addition of new course – BA English, Ms. Chetna Nassa has been assigned a new responsibility for the same.

5. Result analysis was shared with the present members and area of improvement was discussed for the upcoming session.

6. FIQAC Coordinator has given the responsibility for Course Coordinator/Event Incharge and their consent was taken for the quality improvement in teaching learning pedagogy for the upcoming session.

7. Discussion on maintaining the level of desired quality and to continuously improve them. Further all Present Members was communicated with the coordinator FIQAC, on each of the issues if any, with regard to quality.

8. Prof. (Dr.) Saroj Vyas motivated and guided faculty members for their active participation in enrichment programmes.

Prof. (Dr.) Saroj Vyas, FIQAC Coordinator informed the date for the next meeting and it is unanimously decided in the mid of December 2018. The meeting ended with a formal vote of thanks.

Prof. (Dr.) Saroj Vyas
Director, FIMT

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Fairfield Internal Quality Assurance Cell (FIQAC)

Meeting of "The Internal Quality Assurance Cell (FIQAC)"

(A. Y. 2018-19) Time: 3.30 PM Venue: Conference Room

Agenda of Meeting

1. Orientation of New Recruitment – Teaching and Non-Teaching Staff.
3. Orientation of newly admitted students & their parents.
5. Result Analysis for various courses.
6. Re-constitute of Course Coordinator/Event Incharge.
7. In the beginning of the academic session, to ensure the quality enhancement of teaching and learning.
MINUTES OF MEETING

The meeting started on a welcome note by FIQAC Coordinator, Prof. (Dr.) Saroj Vyas, Director/Principal, FIMT followed by her Presentation on objectives which include basic purposes, activities, and function of FIQAC. The FIQAC Coordinator proposed to conduct the FIQAC meeting twice in an academic year.

The glance of the meeting:

1. The meeting was started at 10:30 a.m. where the faculty members shared their views about the programmes to be organised for the students.

2. Review & feedback of odd semester provided by the course coordinators/event Incharge.

3. Improving the use of ICT techniques in teaching, evaluation and administrative activities.

4. Discussion on Academic Calendar for the events related to seminar/workshops/conferences/guest lecture/visits and other activities were held and simultaneously suggestions were also asked from all courses for skill development activities.

5. FIQAC Coordinator has given the responsibility for Course Coordinator/Event Incharge and their consent was taken for the quality improvement in teaching learning pedagogy for the upcoming session.

6. Duties assigned for Anugoonj Cultural Festival (organised by GGSIPU annually).

7. Training & Placement Officer discussed the area of improvement in terms of internships and placements to increase the quality of recruitments in campus placement.

8. Faculty members were motivated & encouraged to explore new areas of research.

9. Prof. (Dr.) Saroj Vyas motivated and guided faculty members for their active participation in enrichment programmes.

The meeting ended with a formal vote of thanks.

Prof. (Dr.) Saroj Vyas
Director, FIMT

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