Lingaya's Lalita Devi Institute of Management & Sciences
(NAAC Accredited "A+" Grade Institute & Approved U/s 2(f) of UGC Act 1956)
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Ref. No.: LLDIMS/IQAC/2024-25/005 Date: 09/12/2024

INTERNAL QUALITY ASSURNACE CELL (IQAC)
EVEN SEMESTER
(A.Y. 2024-25)
MINUTES OF MEETING

Meeting Conductor : IQAC Coordinator
Venue : IQAC Room, G-12, LLDIMS
Date : 09.12.2024
Time : 11:00 A.M.
Attendees : Chairperson and all members of Executive, Academic and Core Committee Members, Administrative Members and Nominees

Chairperson (Head of the Institution)	Dr. Pranav Mishra, Director
IQAC Coordinator	Dr. Saleem Javed
Executive Committee	Mrs. Sunita Gadde (Secretary, GCET) Ms. Amita Kumar (Advisor, LLDIMS) Prof. Sanjeev Mittal (Professor, USMS GGSIPU) Dr. Durgesh Tripathi (Associate Professor, USMC, GGSIPU) Mr. Vikas Sachdeva (Executive Vice President & Business Head ZEE TV International Mr. Ajay Kumar (Managing Editor & Anchor – Bhatat 24)
Academic Board Members	Dr. Praveen Ranjan Srivastava (Associate Professor-IT System, IIM-Rohtak, Ph.D.-BITS Plani) Dr. Amit Kumar Srivastava (Associate Professor-Strategy and Entrepreneurship) Chairperson, Executive Education and Consultancy Member, Committee on CSR and Social/Rural Innovation Program, IIM-Bodh Gaya) Prof. H. K. Dangi (Professor, Department of Commerce and Business, Delhi School of Economics, Ph.D.-FMS, University of Delhi) Dr. Shiv Prakash Singh, Business Management Strategist

Core Committee	Dr. Jyoti Dahiya (HoD, B.Ed.) Dr. Ashish Kumar Dubey (HoD, BBA) Dr. Sachin Kumar (HoD, B.Com) Dr. Sheweta Gaur (Associate Professor, Dept. of Mass Comm.) Ms. Anjali Yadav (HoD, BCA) Mr. Nishant Jaiswal (HoD, Training & Placement)
Administrative Officer	Mr. Vijaypal Singh (Administration Officer) Mrs. Stuti Mala (HR Officer)
Nominees	Students: Vani (BBA 3rd Year) Nikhil Pathak (B.Ed. 2nd Year) Alumni: Sanchit Seth (HR Manager, Fortis Hospital) Local Society: Dr. R. K. Bhardwaj (Advocate)

AGENDA FOR THE MEETING

1. Review of previous IQAC initiatives.
2. Outcome-based education, student-centric teaching and learning.
3. Initiation of rigorous research and innovation and Faculty development initiatives.
4. Skill development and employability - Industry and community involvement.
5. Planning for budgetary allocation and resources
6. Infrastructure and technology integration.
7. Academic and Administrative audits.

POINTS DISCUSSED IN MEETING:

1. For of the Action Taken Report of the previous IQAC meeting and assess the extent to which earlier recommendations have translated into meaningful academic and administrative improvements. Review the impact of academic planning and documentation practices introduced earlier, particularly departmental academic calendars, course files, committee records, notices, Minutes of Meetings and Action Taken Reports. Discuss the student and faculty experience of institutional processes—whether academic procedures, communication systems and administrative mechanisms have become more accessible, transparent and responsive to their genuine needs.
2. Discussions took place about strengthening Outcome-Based Education by ensuring that Course Outcomes, Programme Outcomes and Programme Specific Outcomes are meaningfully reflected in teaching, learning activities and assessment rather than being treated merely as documentation requirements. The discussion on making classroom teaching more student-centric, including experiential learning, practical assignments, discussions, projects, case studies, presentations and problem-solving activities that encourage students to think independently also took place. The previous IQAC meeting had

specifically advised the Examination Committee to develop internal practical bifurcation and question papers following Bloom's Taxonomy.

3. It was discussed to create a more supportive research environment for faculty members, moving beyond publication targets towards research mentoring, collaborative research, interdisciplinary work, research methodology and assistance in developing research proposals. The previous IQAC had encouraged publications, research workshops and applications for research grants. Encourage faculty-student research collaboration, enabling students to participate in research projects, field studies, surveys, academic presentations and other scholarly activities under faculty guidance.
4. It was discussed at great length how academic programmes can better connect classroom learning with employability, with greater emphasis on communication, critical thinking, creativity, problem-solving, digital competence, teamwork and professional ethics. The earlier IQAC had specifically recommended active MoUs with eminent institutions and companies.
5. It was discussed whether resource allocation is adequately aligned with academic priorities particularly teaching-learning requirements, laboratories, research, student activities, faculty development, library resources and skill-development initiatives. It was agreed upon that the committee must adopt a needs-based approach to departmental budgeting, where departments identify academic requirements and justify resource requests according to student learning needs, programme objectives and institutional priorities.
6. The ICT initiatives of last five months suggested adequacy of academic infrastructure and digital resources initiatives, including classrooms, laboratories, ICT facilities, software, internet connectivity and other learning resources, with emphasis on their actual utilisation by students and faculty. Discussion on responsible integration of emerging technologies and AI into education, ensuring that technology enhances creativity, research, critical thinking and practical learning while preserving academic integrity and the essential human role of the teacher took place.
7. The discussion of upcoming Academic and Administrative Audit preparedness, focusing not simply on the availability of documents but on whether institutional processes are actually producing measurable academic and administrative improvements. The previous Plan of Action had proposed external peer-team audits of academic departments and administrative units. Establish a feedback-to-improvement mechanism, whereby findings from student feedback, course-exit surveys, programme-exit surveys, academic audits and stakeholder interactions are systematically analysed and converted into corrective and preventive actions. The earlier MOM had specifically directed departments to conduct course and programme exit surveys and present their analysis to the Academic Board.

PLAN OF ACTION:

1. All the HODs and faculty and non-teaching members were informed about the matter discussed in the meeting. The points discussed in the meeting have also been

communicated in printed form. All the members are advised to adhere to the rules and formats set in the meeting.

2. All the HODs are advised to sensitize their faculty members to keep a track of OBE and encourage them to increase interaction with students by including them in different departmental and institutional level committees. HODs are asked to invite suggestions from faculty members and students for more discipline specific skill development initiatives they want for themselves.
3. The process of departmental libraries need to be initiated.
4. Inculcate Social Responsibility among the students through Extension Activities - Cleanliness Drive through Swatch Bharat Abhiyan. Awareness on Gender Issues in coordination with NSS, Youth Conclave, Blood Donation, Plantation Drive.

Note: For any kind of problems and clarity, you may contact the Director, LLDIMS and IQAC Coordinator at any time.

5. Please mail your query director.ldims@gmail.com iqac@lldims.org.in

Copy to:

1. Director, LLDIMS
2. Executive Committee Members
3. Academic Board Members
4. Core Committee Members
5. Administrative Members
6. Nominees

Dr. Saleem Javed
IQAC Coordinator

Prof. (Dr.) Pranav Mishra
Director