



Delhi Metropolitan Education

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DME_IQAC/NAAC_2022_1

20th January 2022

Minutes

A meeting of IQAC Sub-committee was held on January 20, 2022, 16.15 hrs in online mode

Chaired By: Prof. (Dr) Ravi Kant Swami
Prof (Dr) Ambrish Saxena

Agenda:

- Discussion on AISHE

Following were present:

1. Prof. (Dr) Ravi Kant Swami
2. Prof. (Dr) Ambrish Saxena
3. Dr Manasvi Maheshwari
4. Dr Rajinder Kaur Randhava
5. Dr Garima Goswami
6. Gunjan Agrahari
7. Pramod Pandey
8. Pooja Tripathi
9. Mudita Raj
10. Pawan Kumar Saxena
11. Tulika Arora
12. Neeraj Kumar

S.No.	Item
1	<p>Discussion of Tasks:</p> <ul style="list-style-type: none">• Prof. (Dr) Ambrish Saxena, Coordinator/Director IQAC welcomed the house and asked for update on AISHE• Ms Tulika Arora, Member IQAC updated on the collection of data for AISHE. She informed the house that data related to faculty and examination has been collected from the respective cells. Placement Data is in collection process. She informed the house that Dr Manasvi Maheshwari, Secretary, NAAC is kept in coordination and consultation while data is being collected.

- Dr. Maheshwari suggested data related to various cells needs to be crosschecked and verified before final submission. She emphasised that departments and teachers handling various criteria of NAAC should also be kept in close coordination for the same.
- Ms Arora, informed the house that the last date for filling data on AISHE website is 28th February 2022.
- Prof. Saxena suggested that data collection needs to be finished by 5th February 2022.
- **Kind Attention:** Data for AISHE needs to be verified by different cells and Heads of all the three school before final submission. Team IQAC requests the heads to complete the verification process by 10th February 2022.
- Dr Maheshwari suggested that information related to AISHE is circulated amongst all faculty members by Director Sir.
- Prof. Saxena suggested that the process related to NIRF also should be explored.
- Prof. Saxena suggested that to review the progress of AISHE periodic meetings should be conducted every Wednesday.

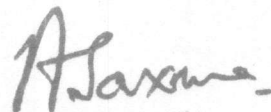
Tasks Ahead:

- Information related to AISHE needs to be circulated amongst all faculty members.
- Dr Manasvi Maheshwari, Mr Neeraj Kumar and Ms Tulika Arora to explore the process of NIRF.
- Weekly meetings should be held to check the progress.
- Data collection and verification to be finished by 15th February 2022.

The meeting ended with vote of thanks to the chair.

(Convener)

Minutes prepared by Ms. Mudita Raj



Director, IQAC
Delhi Metropolitan Education