



Delhi Metropolitan Education

Affiliated to GGSIPU, New Delhi & Approved by Bar Council of India

DME_IQAC_2020_M1

17th January 2020

Minutes

A meeting of IQAC Committee was held on 17th January 2020 in Board Room, Delhi Metropolitan Education, Noida-201301

Agenda: Internal Academic Audit



Chaired by:

1. Mr Gian Chand Ryta, (External Expert, IQAC)
2. Dr Ravi Kant Swami (Chairperson, IQAC)
3. Dr Ambrish Saxena (Director/Coordinator, IQAC)

The following faculty members were present:

1. Dr Susmita Bala, HOD, DME Media School
2. Dr Isha Jaiswal, Representative from DME Law School
3. Dr Swati Jain, Representative from DME Management School
4. Dr Shuchi Goel, BBA, Member, IQAC
5. Dr Pooja Sharma, BBA, Member, IQAC
6. Dr Seema Mam, BA(LLB), Member, IQAC
7. Ms Komal Kapoor, BA(LLB), Member, IQAC
8. Ms Neha Sharma, BA(LLB), Member, IQAC
9. Mr Pramod Pandey, BA(JMC), Member, IQAC
10. Ms Deepa Zutshi, BA(JMC), Member, IQAC
11. Ms Yashasvika Yadav, BA(JMC), Member, IQAC
12. Mr Pawan Kumar Saxena, Manager, Finance, Administration Representative

| S. No. | Item |
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| 1. | <p>External Expert Visit to the Institute</p> <ul style="list-style-type: none">✓ Mr Gian Chand Ryta was invited by the Management of the institute for an internal academic audit✓ Mr. Gian Chand Ryta, post the audit suggested recommendations based on his observations: <p>❖ PEDAGOGY</p> <ul style="list-style-type: none">✓ The pedagogy should be context based- discussing real life problems, cases and conducting practical exams✓ Innovation in teaching pedagogy- quizzes and learning by doing approach should be encouraged✓ Explore more Industry oriented Value added courses✓ The institute should explore Corporate Social Responsibilities tie-ups in the area to develop social consciousness amongst students <p>❖ INTERNAL ASSESSMENT AND EVALUATION</p> <ul style="list-style-type: none">✓ Blooms taxonomy should be followed for analyzing quality of question paper✓ Bi furcation of question paper on the following parameter:✓ Skill based✓ Knowledge✓ Application |

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| | <p>❖ INFRASTRUCTURE-LIBRARY RESOURCES</p> <ul style="list-style-type: none"> ✓ Brainstorming of innovative ideas for increasing footfall of students in the library ✓ Classroom should have discipline specific informational charts created by the students |
| 2. | <p>OBSERVATION ON INFRASTRUCTURE:</p> <ul style="list-style-type: none"> ➤ Mr. Gian Chand Ryta appreciated the institutes' investment towards the physical infrastructure. ➤ Mr. Gian Chand Ryta suggested optimum utilization of infrastructure like- Studio 62 and Amphitheater |

The meeting ended with vote of thanks to the chair.

(Convener) 

Minutes prepared by: Dr. Suchi Goel