

**MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)
HELD ON 11th September 2025 AT 02:00 PM AT CONFERENCE HALL**

MEMBERS PRESENT:

Prof. Suman Kumar Dhar	Chairperson
Dr Naqui Anwer	Director, IQAC
Prof. Ramakrishnan Sitaraman	Member
Dr. Swarup Dutta	Member
Dr Chandan Kumar	Member
Dr. Adwitiya Sinha	Member
Dr Ratan Jha	Member
Mr. Kamal Sharma	Member
Mr. Dhanraj Singh	Member
Mr. Rakesh Joshi	Member
Col. B Venkat	Special Invitee

Dr Shantanu De Roy, Mr. R B Tripathi, Prof. Arun Kharat, Dr Shruti Sharma Rana, Dr Sapan Thapar & Mr. Prateek Sengupta and were not present with prior intimation.

Meeting started with the welcome remark by Chairperson. Director IQAC also welcomed all the members of the IQAC committee and apprise the filling up the AQAR 2024-25. Director IQAC also presented updated format available at the NAAC website for the preparedness of the AQAR 2024-25.

Agenda 1: Confirmation of the Minutes of the meeting held on 16th April 2025.

The minutes of the previous meeting had been circulated via email. As no comments or observations were received, the members unanimously approved the minutes.

Agenda 2: Allocation of responsibilities for preparation of AQAR 2024-25

The Director, IQAC, emphasized the importance of distributing responsibilities to ensure timely preparation of the AQAR 2024-25. The Chairperson suggested systematic planning for collecting information and liaising with the concerned departments/offices. The following responsibilities were allocated:


Section A – Dr. Shruti Sharma Rana

Section B:

Criterion 1- Curricular aspects	- Prof. Ramakrishnan Sitaraman
Criterion 2 - Teaching Learning and Evaluation	- Dr. Swarup Dutta
Criterion 3 - Research, Innovation and Extension	- Dr Shantanu De Roy
Criterion 4 - Infrastructure and Learning Resources	- Dr. Adwitiya Sinha
Criterion 5 - Student Support and Progression	- Dr. Ratan Jha
Criterion 6 - Governance, Leadership and Management	- Dr Chandan Kumar
Criterion 7 - Institutional Values and Best Practices	- Dr Sapan Thapar

The meeting ended with thanks to the chair and other members.


[Naqui Anwer]
Director, IQAC


[Suman Kumar Dhar]
Chairperson, IQAC