


**MAHARAJA SURAJMAL INSTITUTE**  
**MINUTES OF I.Q.A.C. MEETING HELD ON 2.6.18**

- 1) The Committee suggested a road map for all programmes to be clearly drawn for curriculum enrichment and enhancement.
- 2) A Pre-Placement Committee comprising all final year teachers to be constituted to train final year students for placement.
- 3) Follow up action taken on the previous IQAC meeting dated 3/3/18 was discussed.
- 4) New format of AQAR uploaded on NAAC website was discussed. Any issues related to the new format to be discussed by NAAC Committee with Director M.S.I.
- 5) Dr. Promila Dabas and her team from Education Department to submit a proposal to NAAC to conduct seminar/conference (sponsored by NAAC) on Quality in higher education.
- 6) New formats for Evaluation, Lesson Plan and Course Management with additional inputs to be implemented from August 2018 for assuring quality in course management.
- 7) Progressions of each student will be tracked from Class X onwards and then they will be mentored for improvement according to their intellectual evolution.
- 8) Changes to be made in IQAC composition to include Prof. Rachita Rana, Director MSI as Chairperson. Students from BBA, BCA and B.Com who are in top 3 positions amongst University Rank Holder (upto 4<sup>th</sup> Semester) to be included in IQAC. Students from B.Ed amongst University Rank Holder (till 2<sup>nd</sup> Semester) to be part of IQAC.
- 9) For National collaboration with Institutes like IIT and IIM, a request letter for mentorship to be sent by Dr. Rajeshwari Malik. She may personally meet the concerned persons, if required.
- 10) Director, MSI discussed the type of proposals to be developed for acceptance by sponsoring agencies like ICSSR, DST and MHRD. It was suggested that faculty should collaborate with experts from GGSIPU (Our affiliating University) to get sponsorship for projects.
- 11) Course Exit and Programme Exit Survey through Google Docs to be taken from the students. Coordinating faculty will be Mr. Kumar Gaurav,

IQAC Coordinators

Dr. Harish Singh 

Dr. Monika Dabas 

Dr. Rajeshwari Malik

  
 Director, M.S.I.

(Prof. Rachita Rana)



**Prof. (Dr.) Rachita Rana**

Director

Maharaja Surajmal Institute  
 C-4, Janakpuri, New Delhi - 110058