

Hindustan Institute of Management & Computer Studies

Minutes of the Meeting of IQAC

Ref: HIMCS/IQAC/2017/00002

Date: 28 July, 2017

Time: 11:30 am

Venue: MDP Hall, HIMCS

Agenda: Academic Planning and review of events

Chairperson: Prof. Naveen Gupta, Director-HIMCS

Coordinator: Mr. NK Mishra, Head, MCA Department-HIMCS

Members Present: Dr. Anju Jain, Associate Professor, RBS College

Mr. Bhuvnesh Agarwal,

Mr. Rajeev Gupta, Madhusudan Motors, Agra

Mr. Sandeep Singhanian, Singhanian Exports, Agra

Prof. VK Sharma, Executive Vice President-SGI

(Representative of Mr. Prashant Gupta, Executive Director-SGI)

Dr. Abhilasha Singh, Head, MBA Department-HIMCS

Ms. Riju Agarwal-Member, Assistant Prof., MBA Department-HIMCS

Retd. Lt Col NP Singh, Dy. Registrar-HIMCS

Ms. Trapti Gautam, Student Alumni, HIMCS

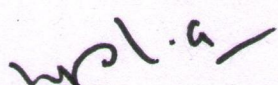
Mr. Ankit Sharma, Student Alumni, HIMCS

Mr. Sagar Goyal, Student, HIMCS

Ms. Swati Dubey, Student, HIMCS

Point(s) Discussed & Suggestions put forth:

1. HIMCS is the only Institute of the region, regularly organizing Doctoral Conference annually. The outcomes of doctoral conference-2017 and the scope of its further improvement were discussed. It was advised to attract quality researchers in the conference.
2. It was advised that the faculty members should motivate more students to participate in Social activities conducting by the Institute.
3. As per the guidelines of affiliating university, the members advised to encourage faculty members to join refresher courses conducted by the affiliating university like Human Values & Professional Ethics, social entrepreneurship and FDPs.
4. The members advice to strengthen the anti-ragging committee to fulfil the norms of statutory bodies and the registrar has been requested to place the necessary anti-ragging awareness material in the campus and take legal affidavit from the students.
5. The members have emphasised to make necessary provisions for maintaining the transparency of evaluation system and taking care of the students who are lagging behind.
6. The members advised to make the campus equipped with renewable energy as per the new norms of government.
7. The members advised to use the Performance Management System (PMS) as it is testing has been completed and it is fully functional.
8. It was suggested to motivate students to utilize the PDP classes in view of campus recruitment by the companies. Also, it was advised to make classes flexible enough, to include the company-wise temporary needs of student.
9. It was also discussed that the institute should also continue the student centric co-curricular and extra-curricular activities. All present were satisfied with the incorporation of different outcome-based learnings with these activities.
10. Comparative discussion on previous year's end examinations results was done. It was advised to improve the result in coming semester.
11. The need of skill based courses was observed and it was decided that the departments will suggest new courses to apply for.
12. It was suggested to devise an action plan for the current academic year on the basis of different recommendations provided by the members of this meeting.
13. The members of cell advised to apply for sponsored project works and FDPs to increase revenue of the institute.


(Dr. Naveen Gupta)
Chairperson, IQAC
HIMCS, Farah

Hindustan Institute of Management & Computer Studies

Minutes of the Meeting of IQAC

Ref: HIMCS/IQAC/2018/00001

Date: 29 January, 2018
Time: 11:00 am
Venue: MDP Hall, HIMCS
Agenda: Review of placements and admission strategy

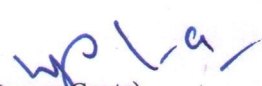
Chairperson: Prof. Naveen Gupta, Director-HIMCS

Coordinator: Mr. NK Mishra, Head, MCA Department-HIMCS

Members Present: Dr. Anju Jain, Professor, RBS College
Mr. Nazir Ahmad, Park Exports, Agra
Mr. Sandeep Singhania, Singhania Exports, Agra
Prof. VK Sharma, Executive Vice President-SGI
(Representative of Mr. Prashant Gupta, Executive Director-SGI)
Dr. Abhilasha Singh, Head, MBA Department-HIMCS
Ms. Riju Agarwal-Member, Assistant Prof., MBA Department-HIMCS
Retd. Lt Col NP Singh, Dy. Registrar-HIMCS
Ms. Trapti Gautam, Student Alumni, HIMCS
Mr. Deepak Maurya, Student Alumni, HIMCS
Mr. Sagar Goyal, Student, HIMCS
Ms. Swati Dubey, Student, HIMCS

Point(s) Discussed & Suggestions put forth:

1. In continuation of improvement in examination process, it was advised to enhance the quality of question papers by including applied questions on and case studies.
2. The pros and cons of new innovative methods of examination (open book examination) were discussed. And it was suggested that, if subject teacher is confident enough regarding its positive outcome then it may be done on experiment basis by that particular teacher in consultation with Controller of Examination and Head of the Department.
3. In view of the government initiatives and on focus on Eco-friendly campuses, the members advised to focus on cleanliness drives, plantation activities to be conducted in the campus.
4. List of different conferences and seminars conducted and scheduled to be conducted were discussed. The takeaway and areas of improvements in organizing these events were also discussed. It was advised that organizing committees should also more emphasis on revenue generation from such events.
5. It was discussed and advised that institute should focus on corporate interface and supporting academic programmes. This will improve the learning base of students, and prepare them for industry needs.
6. Downfall in admission figures in AKTU colleges was discussed and it was advised to review the admission policy of the institute for MBA and MCA programme.
7. The members advised to align scholarship schemes to facilitate meritorious students from across different segments of society and increase promotional activities to improve admissions.
8. Status of maintenance work in the campus was discussed and Institute registrar was requested to enhance the ambience of the institute before commencement of next session.
9. A review of different Value-Added Courses was done and it was advised to increase the number of courses aligned with the industry needs.
10. A review of status of different events and works proposed in action plan were discussed and it was advised to prepare an action report accordingly.
11. AQAR for year 2017-18 was also presented Infront of the members for review and approval.


(Dr. Naveen Gupta)
Chairperson, IQAC
HIMCS, farah Mathura

Plan of Action by IQAC Achievement

Plan of Action 2017-18	Achievements
To organize MDPS & FDP for development and liaising	<ul style="list-style-type: none"> ✓ Conducted Training & Development Program at Ghaziabad, UP ✓ Conducted FDPs & SDPs for enhancement & development through out of the box thinking.
To encourage students for action research through social projects	<ul style="list-style-type: none"> ✓ Project Pingri, SoS, Red-P, KAP, Rural Tourism, Nidhi, Deepawali Bazaar were organized under social awareness campaign. ✓ Blood Donation camp was organized to maintain an adequate supply of blood & save the lives of those who are in need.
Conferences should be promoted as regular learning platform for students and Teachers	<ul style="list-style-type: none"> ✓ Students along with faculty members participated in AIMA conference to gain new insights in the domain management & technical enhancement on the topic of Competency Building & Leadership. ✓ Doctoral Conference was organized where no. of researches presented their specialized research papers
Research and Consultancy needs to be encouraged amongst the faculty	<ul style="list-style-type: none"> ✓ FDP was organized on Research Project Writing Consultancy proposal was submitted to Agra Police.
To organize paper presentation, seminars, guest talk and workshops for boosting the academic outlook of faculty and students in various aspects	<ul style="list-style-type: none"> ✓ As a routine activity, paper presentations, seminars, guest talks & workshops were organized.
Employability workshops to be ensured for students better placements	<ul style="list-style-type: none"> ✓ Soft skills workshops, placement drives and skill development programs were organised to enhance the potential of the students
Industry Visits and Educational Trips needs to be innovated to ensure 100% engagement of students	<ul style="list-style-type: none"> ✓ The local trips , industry visits NGO working , help center and tours were organized to ensure participation and learning of each and every student
To organize the internal academic audits	<ul style="list-style-type: none"> ✓ Internal academic audit was conducted by the institutional IQAC Cell.
Review & analysis of Academic Results	<ul style="list-style-type: none"> ✓ Academic performances were reviewed and analyzed with the academic benchmarking
To apply for New Courses in PMKV	<ul style="list-style-type: none"> ✓ Application sent to Affiliation body for approval for courses like "Domestic Data Entry Operator" & "Junior Software Developer"