

## Hindustan Institute of Management & Computer Studies Minutes of the Meeting of IQAC

**Ref: HIMCS/IQAC/2018/00002**

**Date:** 16 July, 2018  
**Time:** 12:00 noon  
**Venue:** MDP Hall, HIMCS  
**Agenda:** Enhancement Industry-Institute partnership through MOUs and discussion on Research and Innovation

**Chairperson:** Prof. Naveen Gupta, Director-HIMCS  
**Coordinator:** Mr. NK Mishra, Head, MCA Department-HIMCS  
**Members Present:** 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)  
Retd. Lt Col NP Singh, Retired Government Personnel  
Dr. Abhilasha Singh, Head, MBA Department-HIMCS  
Ms. Riju Agarwal-Member, Assistant Prof., MBA Department-HIMCS  
Mr. Kapil Chaudhary, Dy. Registrar-HIMCS  
Ms. Trapti Gautam, Student Alumni, HIMCS  
Mr. Deepak Maurya, Student Alumni, HIMCS  
Ms. Babita Saraswat, Student, HIMCS  
Ms. Deeksha Singh, Student, HIMCS

**Point(s) Discussed & Suggestions put forth:**

1. The chairman of the cell introduced and welcomed Mr. Kapil Chaudhary (Dy. Registrar-HIMCS) as a new member of IQAC cell to all present.
2. The members advised to explore the institutions and industries for signing MOUs to improve Industry-Institute interaction.
3. In continuation of other social initiatives from HIMCS, it was advised to plan projects for social responsibility like village adoption, school adoption etc.
4. It was decided to focus on the performance of weak students and monitor them closely. It was further discussed that their progress should be tracked each semester and the report should be shared with the head of department.
5. To improve the promotional activities of the institute, it was advised that the Institute's website require frequent updates.
6. The ongoing admission process was discussed in the meeting and the members advised to increase the advertisement and other promotional activities.
7. The members advised to motivate more and more faculty members to pursue their Ph. D. and the status of Ph.D. pursuing candidate was also discussed in the meeting.
8. It was suggested to take lead initiatives to promote innovations in student projects and to enhance entrepreneurship skills. Also, improve the career guidance and placement measures by having more emphasis on aptitude, soft-skills and technical-skills development of students.
9. It was also discussed that the institute should also focus on student centric co-curricular and extra-curricular activities. It was advised to plan these activities in the collaboration with local industries and social organizations.
10. 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.

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

## Hindustan Institute of Management & Computer Studies

### Minutes of the Meeting of IQAC


**Ref: HIMCS/IQAC/2019/00001**

**Date:** 05 February ,2019  
**Time:** 11:00 am  
**Venue:** MDP Hall, HIMCS  
**Agenda:** Improving Academic Excellence and review of Action Research Projects

**Chairperson:** Prof. Naveen Gupta, Director-HIMCS  
**Coordinator:** Mr. NK Mishra, Head, MCA Department-HIMCS  
**Members Present:** Dr. Anju Jain, Associate Professor, RBS College  
Mr. Nazir Ahmad, Park Exports, Agra  
Mr. Rajeev Gupta, Madhusudan Motors, Agra  
Mr. Sandeep Singhania, Singhania Exports, Agra  
Prof. VK Sharma, Executive Vice President-SGI (Representative of Mr. Prashant Gupta, Executive Director-SGI)  
Retd. Lt Col NP Singh, Retired Government Personnel  
Dr. Abhilasha Singh, Head, MBA Department-HIMCS  
Ms. Riju Agarwal-Member, Assistant Prof., MBA Department-HIMCS  
Mr. Kapil Chaudhary, Dy. Registrar-HIMCS  
Ms. Trapti Gautam, Student Alumni, HIMCS  
Mr. Deepak Maurya, Student Alumni, HIMCS  
Ms. Babita Saraswat, Student, HIMCS  
Ms. Deeksha Singh, Student, HIMCS

**Point(s) Discussed & Suggestions put forth:**

1. In order to improve academic excellence, it was advised to improve upon the frequency of attending qualitative workshops and conferences for faculty members and students.
2. As per the statutory bodies recommendation the members of the cell advised to motivate faculty members to go for MOOC certifications.
3. Status review of MOU's matured or in process with different companies was done.
4. It was also discussed and advised that the institute should focus on increasing new skill-based courses.
5. For enhancing the knowledge of the students, it was advised that institutional guardians should motivate the students for MOOCS certifications as it will enhance their employability as well.
6. It was discussed that institute is having many innovative approaches in teaching-learning processes so, these may be utilized to nurture people of local society for their betterment.
7. Status of maintenance work in the campus was discussed and Institute registrar was requested to complete it before the commencement of next semester.
8. 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.
9. AQAR for year 2018-19 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 2018-19	Achievements
To explore the possibilities of new MOUs that the students are able to get new learning platforms	Few MOU's were signed to improve learning platforms
To organize FDP , SDP , MDP and conferences for development and industry liaising	<ul style="list-style-type: none"> <li>✓ Conducted FDPs for enhancements &amp; rethinking of teaching-learning concepts.</li> <li>✓ Training Programs for SGI Staff (appreciative Inquiry) HCST, SDP for HCST Staff were organized</li> <li>✓ Conducted Training Program at Dholpur (Rajasthan) &amp; Noida, (UP).</li> <li>✓ MDP on Role of Behavioral Competencies in Building a Culturally Cohesive Workforce was conducted</li> </ul>
To initiate students exchange program for better academic learning and culture exchange.	<ul style="list-style-type: none"> <li>✓ US-India Experiential Study Exchange program was organized where students from Boston University interacted with our students to have some understanding about project SOS.</li> </ul>
Workshops on Employability to be organized for final year students	<ul style="list-style-type: none"> <li>✓ Mock Interviews, Soft Skill Program and workshops were conducted to help students in developing their personalities</li> </ul>
Faculty members were encouraged for PhD program and for research work	<ul style="list-style-type: none"> <li>✓ Ms Riju A Singh, Mr Shantanu Kumar Sahu &amp; Ms Tanu Marwah were given full support for completing and pursuing their research work.</li> <li>✓ To enhance quality research work Doctoral Conference was organized where no. of researches presented their specialized research papers.</li> </ul>
To motivate faculty members to register in online courses c for quality delivery and advancement	<ul style="list-style-type: none"> <li>✓ Faculty were enrolled under MOOC / NPTEL certificate program.</li> </ul>
To organize programs and activities to inculcate social ,national and human values in youth	<ul style="list-style-type: none"> <li>✓ To achieve the objective Youth Conference: Role of Youth in Nation Building was organized</li> </ul>
To apply for new courses like MCS integrated , MBA Integrated & B.Voc etc	<ul style="list-style-type: none"> <li>✓ Application sent to Affiliation body</li> </ul>
To plan the execution of PMKVY course received	<ul style="list-style-type: none"> <li>✓ Conducted skill development classes under PMKVY scheme.</li> </ul>
To organize the internal academic audits	<ul style="list-style-type: none"> <li>✓ Internal academic audit conducted by the IQAC Cell</li> </ul>
To motivate faculty member for consultancy projects	<ul style="list-style-type: none"> <li>✓ RSTC/ DST Divisional Level Science Exhibition was organized by department of management &amp; IT department.</li> <li>✓ DST–nimat Entrepreneurship awareness camp was organized</li> </ul>
To organize paper presentation, seminars, guest talk and workshops as regular teaching learning activity	<ul style="list-style-type: none"> <li>✓ Paper presentations, seminars, guest talks &amp; workshops were organized.</li> </ul>
Industry Visits and Educational Trips were to be planned to ensure full participations of students	<ul style="list-style-type: none"> <li>✓ Local visits were also organized to ensure 100 percentage participation</li> </ul>
To execute various social awareness programs.	<ul style="list-style-type: none"> <li>✓ We launched a new Project by the name of "Save my Friend". Other on-going social projects were reviewed &amp; executed with society enlarge.</li> </ul>
Review & analysis of Academic Results	<ul style="list-style-type: none"> <li>✓ Academic performances were reviewed and analyzed with the academic benchmarking</li> </ul>
Center for Self & Career Development	<ul style="list-style-type: none"> <li>✓ The CSCD cell was established with the agenda to give proper guidance &amp; mentorships to students who are keen towards their career enhancement.</li> </ul>