Minutes of the IQAC Meeting

Date	23/03/2020 (Monday)
Time	03:00 PM to 05:15 PM
Venue	Meeting Room

Prof. Kavita Pathak, Chairperson, IQAC welcomed all the members to the IQAC Meeting and briefed the members about the agenda of the meeting which are as below:

- **Agenda 1: Record of Absence**

- **Agenda 2: Plan of Action for the AY: 2020-21**

1. **Agenda 1: Record of Absence**

   Members Present:

   Prof. Kavita Pathk, Prof. Masood H Siddiqui, Prof. Prabhat Pankaj, Prof. Rashmi Chaudhary, Prof. R.K. Ojha, Prof. Ankit Mehrotra, Prof. Shubhendra Parihar, Prof. Kajal Srivastava, Prof. Anupam Saxena, Prof. Hemendra Gupta, Prof. Pallavi Srivastava, Prof. Shalini Singh, Prof. Reena Agarwal, Prof. Shyamji Mehrotra, Dr. Suneel Gupta, Mr. Pradeep Kumar, Mr. Amitabh Ghosh, Mr. D.K. Tripathi, Mr. Ashish Agarwal, Mr. Mohd. Naseem Ansari, Mr. Kushal Bhargava, Mr. Ashfaq Ahmad

   Members Absent:

   Mr. Paritosh Joshi, Mr. Shaurya Shrestha

2. **Agenda 2: Plan of Action for the AY: 2020-21:**

   Preparation for Covid-19:

Considering the increase of Covid-19 cases across India and chances that class-room impartation of education might get affected so is required to have a long term comprehensive planning so that all the academic and academic-administration activities may run in an effective and efficient manner. Accordingly, plan of action:

- It has been planned to have some online platform like zoom, Microsoft team or Google Meet etc. Finally, zoom found may be considered as preferred platform for online communication on different domains.

- Simultaneously, it has been planned that if situation doesn't go that bad then mix of online and offline class will be there. Accordingly, comprehensive planning for the physical infrastructure etc.

- Plan for training activities in terms of 'teaching & learning innovations' for faculty members.

- Planning for the remote access of all data bases, library facilities and application software.

- Planning for holding online examinations in case of worsening of Covid-19 situation

Preparation for alternative SIP arrangement in case of Covid-19 spread:

Incase Covid-19 situation continues so physical SIP may not be possible hence as an alternative arrangement for online SIP is planned and simultaneously having Faculty- driven SIP.

Planning for Safety Protocol in case of spread of Covid-19

In case of Covid-19 spread proper safety protocol and measures for all the stakeholders so that all will remain safe and have a feeling of security in campus

and hostel. This includes planning for creation of safety net, proper sanitization and measures for maintain social distancing.

Focused Enhancement in Research & Publication

Planning for targeted publication in SCOPUS and higher category of ABDC journals. Planning for inter and intra institutions research-partnership. Planning for purchase of some more analysis software like E-views, Smart-PLS etc.

Plan for focused Co-curricular activities

In order to increase interaction and learning of students, a program with titled 'Life after Five' was planned. That includes various co-curricular activities that are aimed at knowledge-enhancement in various management domains.

Plan for Improvement in Academic Processes in line with AACSB requirements

- Plan for the finalization of Competency Goals (CGs) for the line AACSB requirements and planning of alignment of Course Learning Outcomes (CLOs) of various courses with that of Competency Goals (CGs).

- Plan for online content development that include Flipped Videos and MOOCs. For this purpose, Camtasia software would be purchased.

- Plan for Strengthening of Area Advisory and Program Advisory Committees.

- Plan for revamping of Business Analytics Area Courses.

Plan for Strengthening of Incubation Center

Plan for concentrated Efforts to have Government of UP recognition for the Incubation Center and for enhancing various activities under the Incubation Center.

Minutes of the IQAC Meeting

Date	06/05/2021 (Thursday)
Time	03:00 PM to 05:15 PM
Venue	Meeting Room

Prof. Kavita Pathak, Chairperson, IQAC welcomed all the members to the IQAC Meeting and briefed the members about the agenda of the meeting which are as below:

- **Agenda 1: Record of Absence**

- **Agenda 2: Review/record on achievements and outcomes of the Plan of Action for the AY:2020-21**

1. **Agenda 1: Record of Absence**

   Members Present:

   Prof. Kavita Pathk, Prof. Masood H Siddiqui, Prof. Prabhat Pankaj, Prof. Rashmi Chaudhary, Prof. R.K. Ojha, Prof. Ankit Mehrotra, Prof. Shubhendra Parihar, Prof. Puneet Rai, Prof. Reeti Agarwal, Prof. Kajal Srivastava, Prof. M.A. Sanjeev, Prof. Anupam Saxena, Prof. Hemendra Gupta, Prof. Manisha Seth, Prof. Shalini N Tripathi, Prof. Preetam Suman, Prof. Abha Dixit, Dr. Suneel Gupta, Mr. Pradeep Kumar, Mr. Amitabh Ghosh, Mr. D.K. Tripathi, Mr. Ashish Agarwal, Mr. Mohd. Naseem Ansari, Mr. Aditya Kumar Singh, Mr. Amit Jena, Mr. Akash Deep Saxena

   Members Absent:

   Mr. Neelash Kesarvani, Ms. Asmita Singh

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Work.

2. **Agenda 2: Review/record on achievements and outcomes of the Plan of Action for the AY:2020-21:**

- **Response to Covid-19 pandemic:**

   o Classes and assessment tasks on online platform through our customized LMS backend powered by Zoom and Moodle Engine

   o Hybrid teaching during the lean covid-19 period

   o In-House developed 20+ Flipped Video Lectures to support effective delivery of course content

   o Video-editing and screen-recording software Camtasia has been procured to enhance the creation of flipped-videos and MOOCs

   o Extended the remote-access facility of databases and application-software like: Prowess, ProQuest, J-Gate, World Library E-Books, Capitaline database, DELNET database, SPSS, AMOS etc.

   o Number of workshops and FDPs on developing effective 'teaching & learning innovations' for faculty members organized.

- **SIP arrangements for the Batch: 2020-22:**

   o Batch has undergone two Summer Internship Projects (SIPs): Faculty-Driven and Company-Based SIPs. The LMS based Performance-Evaluation system developed and effectively implemented.

- **Safety Protocol in case of spread of Covid-19:**

   o Proper and effective creation and enforcement of Covid-19 Safety Protocol System that includes implementation of multi-layered safety-net, sanitization and availability of hand-sanitizer-machines at strategic locations

- **Enhancement in Research & Publication Activities:**

  o Focused Research Publication strategy paid off with publication/acceptance of 37 Scopus/ABDC Category research papers

  o Smart-PLS software (individual-edition), Excel-Stat software procured.

  o SCOPUS Research Database procured and made available to faculty-members

- **Co-curricular activities**

  o Focused Online 'Life-after-Five' co-curricular activities aimed at enhancing domain knowledge and application aspects among the students.

- **Strengthening Incubation Center**

  o Institute Innovation Center of Jaipuria-Lucknow has been included in the list of Govt. of UP sponsored Incubation Center.

- **Improving Academic Processes in line with AACSB requirements**

  o Competency Goals (CGs) for the Program have been finalized in line with AACSB requirements.

  o Course Learning Outcomes (CLOs) of various courses have been revised accordingly and made fully-aligned with the Competency Goals (CGs)

  o Strengthening of Area Advisory and Program Advisory Committees and their meeting held and their suggestions have been incorporated in various Course-Outlines

  o Course-Outline of Business Analytics Course have been revised in line with the industry-requirements and trends. Python Programming language has been adopted as the core-language for the Business-Analytics applications.

  o Submission of Initial Self Evaluation Report (iSER) of AACSB in May-2021.

Minutes of the IQAC Meeting

Date	25/03/2021 (Thursday)
Time	03:00 PM to 05:15 PM
Venue	Meeting Room

Prof. Kavita Pathak, Chairperson, IQAC welcomed all the members to the IQAC Meeting and briefed the members about the agenda of the meeting which are as below:

- **Agenda 1: Record of Absence**

- **Agenda 2: Future Plan of Action for the AY:2021-22**

1. **Agenda 1: Record of Absence**

   Members Present:

   Prof. Kavita Pathk, Prof. Masood H Siddiqui, Prof. Prabhat Pankaj, Prof. Rashmi Chaudhary, Prof. R.K. Ojha, Prof. Ankit Mehrotra, Prof. Shubhendra Parihar, Prof. Puneet Rai, Prof. Reeti Agarwal, Prof. Kajal Srivastava, Prof. M.A. Sanjeev, Prof. Anupam Saxena, Prof. Hemendra Gupta, Prof. Manisha Seth, Prof. Shalini N Tripathi, Prof. Preetam Suman, Prof. Abha Dixit, Dr. Suneel Gupta, Mr. Pradeep Kumar, Mr. Amitabh Ghosh, Mr. D.K. Tripathi, Mr. Ashish Agarwal, Mr. Mohd. Naseem Ansari, Mr. Aditya Kumar Singh, Mr. Neelash Kesarvani, Mr. Akash Deep Saxena

   Members Absent:

   Mr. Amit Jena, Ms. Asmita Singh

2. **Agenda 2: Future Plan of Action for the AY:2021-22:**

   Preparation for Post-Covid-19 Scenario:

Considering the fluctuations in the severity of Covid situation, there should be preparations for Online Teaching as well as Hybrid Teaching mode so timely transition of academic-administration activities in any mode may be possible. So, the proposed plan:

- Continuing with Zoom platform for online academic and administrative functioning and in case of Hybrid Mode, Class-Room Lectures may be live-streamed and recorded on Zoom Platform i.e. extending the Zoom platform for physical-lecture capture solution.

- For Hybrid Mode of Teaching, comprehensive planning for arranging physical infrastructure etc. for effective academic delivery with required social distancing

- Planning for the remote access of all data bases, library facilities and application software for the students so that there is no impact on their learning part.

Continuing with strengthening of Academic Processes as recommended by AACSB

- Modification as suggested by the review of Initial Self Evaluation Report (iSER) by the AACSB mentor.

- Submission of updated version of the Initial Self Evaluation Report (iSER) to AACSB

- Developing and implementing Assessment and Evaluation Metrics for the Course Learning Outcomes (CLOs) of various courses and the program Competency Goals (CGs) in line with AACSB requirements.

- Plan for the focused online content development that include topic-specific Flipped Videos and full MOOCs using Camtasia software

Plan for improving Academic Processes

- Plan for the introduction of Social Immersion Internship for the batch 2021-23

- Plan for adding two more specialization (thrust) areas for the batch 2021-23 namely: Economics & International Business and Family Business

- Plan for introduction of some more electives in the Business Analytics specialization (thrust).

- Concentrated efforts to bring Foreign Students in the academic program in view of empaneled institute of "Study in India Program", a project of MoE, Govt. of India

Planning for continuing Safety Protocol for the Covid-19 Pandemic

- All the government protocols and recommendation related to Covid Pandemic will be observed in letter and spirit and all the safety measures introduced will be continued like implementation of safety-net, proper sanitization and measures for maintain social distancing in the campus

Faculty Industry Internship Program

- To enhance Industry-Academia partnership so as to bridge the gap between the two domains. The objective behind this program is to allow practicing academicians from the world of Management education to work in close proximity to industry, solving and tackling real world problems, thereby getting critical, deep insights into the working of industry.

Focused Research and Publication Activities

- Last year focused efforts towards research & publication activities have resulted into enhancement in the quality publication. The efforts will be continued with more rigor this year also.

- This year focus will be on the three category: Fundamental Research, Applied & Social Research and Teaching-Learning Methodology so faculty-members will focus on them in the category journals like SCOPUS and ABDC category

- Planning for purchase of some Qualitative Research Software like NVivo, ATLAS Ti etc. Efforts will be made to have full version of SAS software too.

Enhancing Institute Innovation Center

- In view of receiving approval of sponsorship from Dept. of Electronics, Govt. of U.P, planning to provide state of art IT services and Infrastructural support to the incubates

Strengthening of value-added Co-curricular and extra-curricular activities

- Strengthening of the program 'Life after Five' by inclusion of more value-added activities aimed at increasing knowledge and soft-skill among students

- Strengthening of Student Development Council (SDC) for navigating and implementing all student related activities and student-clubs

Social Initiatives

Social Initiative to bring disrupted learners in education mainstream

- In view of massive drop due to covid-19, efforts are planned to bring the disrupted learners in education mainstream.

- The students will be making an appeal to people for donation of unused digital and electronic gazettes.

- This effort is in collaboration with UP Basic Education Dept.

- This initiative is supported by UPLMRC, Vodaphone Idea, Jaipuria School etc.

SDG-4 for Quality Education

- Institute is ensuring Equitable Education Opportunities to the people in the rural

  area of UP through SDG-4 intervetion