



Internal Quality Assurance cell Mandsaur University

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Minutes of Meeting

A meeting of IQAC was chaired by **Dr. Shailendra Sharma**, Vice chancellor, MU on 10/06/2019 with team members of IQAC at Campus 1, MU.

Following points were discussed:

S.No.	Point discussed	Decision taken
1.	Introductory remarks on Objectives of IQAC	Dr. Amit K. Jain (Coordinator, IQAC) gave introductory remarks on proposed objectives of IQAC.
2.	Information about existing processes of 'Quality Assessment'.	Dr. Shailendra Sharma informed about the existing processes of 'Quality Assessment' being followed in the University
3.	Measures to be taken by IQAC for 'Quality Assurance' of the University	--
	a. Introduction of course files from upcoming sessions.	<ul style="list-style-type: none">• Dr. Shailendra Sharma presented the draft of Course files. After due discussion and minor amendments, it was approved by the IQAC members. It was decided that the practice of course files will be followed by faculty members of all departments from upcoming session.• Final course file's format will also be presented to HOD's of all departments shortly.
	b. Academic audit of the departments.	'Academic Audit Committee' will be constituted to ensure timely academic audit of the departments.
	c. Targets for the departments	Defined targets will be given shortly to departments as per the requirement of IQAC guidelines.
4.	Presentation on AQAR by Coordinator of IQAC MU	Dr. Amit K. Jain presented the AQAR draft in detail and it was decided that the same would also be presented to the HODs. Following committees/cells shall be constituted: <ul style="list-style-type: none">• Grievance cell : DOSA• Student council : DOAA - Online alumni registration form will be available on MU Website (Format to be shared by Dr. Amit Jain to Mr. Nilesh Jain). - Training sessions will continuously be arranged for Non-Teaching (supporting) staff of the University by Dean Administration. - Necessary steps would be taken to ensure basic facilities for Divyang-jans.
5.	Any other point	--

Dr. Amit K Jain

11/06/19
IQAC Coordinator, MU

Coordinator

CC. To AIPAC members,
Mandsaur

