

INTERNAL QUALITY ASSURANCE CELL (IQAC)
MANAGEMENT REVIEW MEETING (MRM) RECORD – ONLINE MODE
Departmental Review Meetings with HoDs

1. Meeting Details

- **Dates:** 21 & 22 April 2025
- **Mode:** Online (Google Meet)
- **Google Meet Link:** <https://meet.google.com/qkg-pgjj-sok>
- **Chairpersons:** Hon'ble Secretary & Hon'ble Joint Secretary
- **Purpose:** Department-wise review of academic, research, and administrative achievements and initiatives for the academic year.
- **Coordinator & Recorder:** Dr. Onima Sharma – Coordinator, IQAC

Common Agenda for All Slots

1. Presentation of departmental academic achievements for the current academic year.
2. Review of research publications, projects, and faculty achievements.
3. Summary of departmental events, workshops, FDPs, and outreach activities.
4. Assessment of student progression, placements, and achievements.
5. Review of infrastructure requirements and resource requests.
6. Identification of challenges and improvement areas.
7. Planning of initiatives for the next academic session.

Discussion Summary

- All departments presented brief reports on achievements, challenges, and plans.
- The Management appreciated departments with active research output and student engagement activities.
- Emphasis was placed on faculty participation in FDPs, workshops, and skill enhancement programmes.
- Departments were advised to strengthen alumni connect and industry linkages.
- Need for better utilisation of ICT tools in teaching-learning was discussed.

Observations / Recommendations

- Departments performing exceptionally well in research and student outreach should mentor others.
- Encourage interdisciplinary collaborations between departments for academic and research projects.
- Develop a standard format for annual departmental reports for consistency.

Conclusion

The meetings concluded with appreciation from the Management for the efforts taken by each department and encouragement to work towards achieving higher academic, research, and outreach standards in the upcoming academic year.