

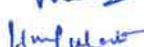










**GITARATTAN INTERNATIONAL BUSINESS SCHOOL
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL

A meeting of the Internal Quality Assurance Cell was held on December 3rd, 2021 at 10:30 am at the Institute premises. The following members were present.

Members Present:

	1. Dr. A. K. Ghosh	Coordinator IQAC
	2. Ms. Prachi Jindal	Dean-Academics
	3. Dr. Uma Gulati	Professor
	4. Dr. Vikas Gupta	Professor
	5. Dr. Brijender Singh Yadav	Professor
	6. Dr. A. S. Ram Narayanan	Professor
	7. Dr. Shivangi Sharma	Associate Professor
	8. Dr. Tripti	Assistant Professor
	9. Dr. Sonia Jindal	Management Representative
	10. Mr. R. K. Jain	Society Representative
	11. Mr. Tej Prakash	Asstt. Administrative Officer
	12. Mr. Sahil Khan	Alumni Representative

The coordinator welcomed the members to the meeting and informed the sad demise of Prof. B. S. Hothi, Director, GIBS on 28th October, 2021. Ms. Prachi Jindal with deep condolences said that this will be an irreparable loss to the Institute. All the members conveyed deep sorrow. The house observed silence for 2 minutes in the honor of departed soul.

Prof. Anup Ghosh, coordinator IQAC welcome the new members in the committee and requested all to start discussion item wise.

Item No. 1: Award of PH.D

- a. Ms. Prachi Jindal informed the house about the award of Ph.d to Ms. Shivangi Sharma by Mewar University dated 28.08.2021. She further informed that her salutation is now changed as Dr Shivangi Sharma w.e.f 2nd September, 2021. The members congratulated Dr Shivangi for her achievement.
- b. She also informed about the award of Ph.d to Mr. Tanmay Pant by Jaypee University of Engineering and Technology, Guna dated 6.08.2021. His salutation is now changed as Dr Tanmay Pant w.e.f 28th October, 2021. The members congratulated Dr Shivangi and Dr Tanmay for their achievement.

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Item No. 2: Introduction of 100% Online Bio-metric System of Attendance

- a. Prof Anup Ghosh informed that the 100% online biometric system of attendance has been introduced w.e.f 1st October, 2021. He further informed that all faculty members were informed through notice that they should punch –in and punch out without fail.

Item No. 3: Revised Leave Policy

Prof. Anup Ghosh apprised the house about revised Leave policy for academic session 2021-22, which was shared with faculty members along with an instruction to submit their query related to the same to the HR Executive of the Institute. He also informed the house that by introduction of this policy the faculty and staff members are highly motivated.

Item No. 4: Procedure of claiming incentive for Research publication.

Prof. Vikas Gupta, informed the house that procedure for claiming incentive for research publication was notified to faculty members. The new joiners were also informed about the policy during their orientation briefing. The house appreciated the efforts of the institute in development of intellectual capital and motivation to faculty members.

Item No. 5: Commencement of Classes for Odd Semester, Academic Session 2021-22

- a. Prof Uma Gulati informed the house that with reference to Circular No. GGSIPU/Registrar/Misc./2021/142 dated 01/09/2021; the Odd Semester Classes of Academic Session 2021-2022, for running semesters of MBA, MBA (IB), BBA, BALLB and BBALLB has been started in blended mode (Physical/ Online) w.e.f. 7th September, 2021.
- b. The guidelines for attending the classes in blended mode were released through notice dated 4th September, 2021. She further informed that those students who opted for attending the classes in the face-to-face mode were required to provide a Consent Letter duly filled in and signed by their parent.
- c. The Institute also adopted a set of Standard Operating Procedures (SoPs) in consonance with the directions/guidelines issued by the Government of NCT, Delhi and GGSIPU.
- d. The SOP were released to orient all employees and students of GIBS to observe self discipline in adopting COVID responsible behaviour at all times and under all circumstances for this new normal scenario and specific precautionary measures to be adopted by all members of GIBS. This SOP covered all stakeholders working, studying and visiting the institute Campuses.
- e. The aim was to create ways and measures that would ensure that the work environment is safe & free from COVID 19. She informed the house that the SOPs for the students, faculty, and staff are subject to change based on an updating on the guidelines issued by Government and relevant agencies.
- f. However, considering the requirement of book bank, general administration, meeting with faculty members, the students were allowed to campus with prior appointment.

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- g. Prof Anup Ghosh apprised the house that all arrangement related to dissemination of time table, course plan presentation of MBA & MBA (IB) Sem 3; BALLB & BALLB Semester 3, 5, 7 & 9 were completed by 22nd August 2021.

Item No. 6: Modification of Syllabus by GGSIPU for BBA, MBA & MBA (IB)

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2. *Manish*
3. *Umapur*
4. *Shubh*
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6. *Shubh*
- a. Ms. Prachi Jindal informed about the modification of syllabus by GGSIPU for BBA, MBA and MBA (IB) programmes. Dr Uma Gulati and Dr Anup Ghosh informed about all necessary actions that have been taken. New courses added in semester 01 of said programmes have been allocated to faculty.
- b. The discussion of head of departments along with programme level committee regarding the changes in each course was held elaborately and further the same was informed to respective course faculty. Faculty members were directed to submit the revised course plan considering the deletion/addition of contents in their respective courses.
- c. Time table committee was brought into action to do the necessary changes in the time table.
- d. The entire book bank books requirement has been submitted to library for further approval. The changed syllabus for MBA, MBA (IB) and BBA programme is placed in the Library for reference of students as well as faculty members.

Item No. 7: IT Infrastructure Development

7. *Shubh*
8. *Shubh*
- a. Prof Uma Gulati informed that as the classes are going on in blended mode, all the requirements of IT infrastructure have been earmarked and augmented for smooth running of classes on Microsoft Teams platform.

Item No. 8: -NSS Events

9. *Shubh*
10. *Shubh*
11. *Shubh*
12. *Shubh*

The Swachhta Pakhwada launched by Government of India, is a fortnight-long program observed to ensure mass participation of citizens in Swachhta (cleanliness) activities and to truly transform Swachh Bharat into a citizen's movement. Ms. Prachi Jindal informed that under the Swachhta Pakhwada Campaign, NSS Unit of GIBS planned the following activities from 1st Sept – 15th Sept 2021.

- a. On 1st September, 2021, Swachhta pledge taking ceremony was conducted by students and staff. Gibsians and the faculty took the Swachhta Pledge while observing COVID-19 protocols in the Campus. The pledge was a promise to keep the environment and our surroundings clean and work towards sustainable development.
- b. Online Slogan Writing Competition under the purview of 'SWACHHTA PAKHWADA' was organized on 6th September, 2021. Students of all the courses were invited to participate in the event. Theme of Slogan Writing was "Swachh Bharat". Students submitted their slogans beautifully written through an online Link. Judgment Criteria of slogan was "relevance to the theme and originality". Priyanshu Palariya of BALLB, 3rd semester won the first prize,

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Sajjan Thakur of MBA 3rd semester won the second prize, and Himanshi Chawla of BBA 3rd semester won third prize.

1. *Ashu*
2. *Manish*
3. *Umapati*
4. *Ag*
- 5.
6. *Asim*
7. *Divya*
8. *Tajiri*
9. *Sanvi*
10. *Rujam*
11. *Sh*
12. *Aashil*
- c. Poster Making Competition on 'Water Conservation' was organized on 13th September, 2021, in slum schools namely Sabki Paathshaala, Pragati Maidan and Jan Sharnam, Shakarpur. The purpose of this event was to generate awareness among children especially economically weaker sections of the society to understand the importance of water and its conservation. It also aimed at boosting the confidence of children and helping them in becoming better individuals and responsible citizens.
- d. The competition was held in two age categories viz. under 12 years and 12-18 years. All stationary such as sheets, pencils and colors were provided by the NSS Unit of GIBS to all the participants. Winners declared in each category were given Gift hamper worth Rs 500 and participation certificates were given to all the participants.
- e. NSS Unit of GIBS turned to art for sending green message on cleanliness on 15th September, 2021. To draw people's attention to flagship Central government initiative 'Swachhta Pakhwada' and to raise general awareness on pollution and keeping the city clean & green, the NSS students of GIBS painted a 35 feet long wall of Jyoti Cooperative Group Housing Society, Sector 14, Rohini beautifully depicting the novel cause. The move aimed at making residents aware of cleanliness and pollution-related issues, at the same time cleaning the surrounding area and beautifying the place for daily commuters.
- f. NSS Unit of Institute also organized a Web Talk on the topic 'Air Pollution: Lets Clean & Deliver' on 15th September, 2021 under its initiative of Swachhta Pakhwada. The Guest Speaker for the session was Mr. Vidyut Mohan, Co-founder and CEO of Takachar, Forbes 30 under 30, UNEP Young Champions of the Earth 2020. He encouraged the students to work towards mitigation of pollution by taking efforts such as more use of public transport, to recycle things and to curb buying new electronic gadgets to be able to work towards sustainability.
- g. The house appreciated the NSS unit of Institute for carrying such initiatives under swachhta Pakhwada.
- h. To foster the value of kindness, NSS unit of GIBS decided to organize 'Dogathon' on 22nd October 2021 in collaboration with Sanjay Gandhi Animal Care Centre, India's oldest and Asia's largest all-animal shelter. Initially an interactive session was held with the NSS Volunteers inside the shelter to acquaint them with the animals. Their grief-stricken stories motivated the volunteers to work for the welfare of animals. The volunteers took dogs for a fun walk in the shelter area. Every volunteer donated food for animals, household items for the shelter workers and adopted a pup from the shelter. The foundation expressed gratitude for the donations. The volunteers had a rewarding experience at SGACC.
- i. Ms. Prachi Jindal informed that NSS Unit of Gitarattan International Business School organized a Web Talk titled "Unleash Human Values" on 3rd September, 2021. The web talk was organized to enable the audience to inculcate the values and ethical behavior in their lives, deals, character, policies, and relationships of people and corporations involved in

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technological activities. The talk was well presented by Dr. Ruby Bakshi Khurdi, an award-winning innovative educationist, TEDx speaker, author & trainer.

Item No. 9: Teacher's Day Celebrations

- 1 Ashu
2 Manish
3 Umesh
4 Anup
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6 Anny
7 Shivani
8 Tejshri
9 Samir
10 Rishabh
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12 Ashish
- a. Institute organized Teachers Day Celebrations on 6th September, 2021 with an aim to honor the noble profession and acknowledge the generous contribution of teachers to society and mankind.
- b. Prof Anup Ghosh and Prof Vikas Gupta from department of management shared the best Teacher Award for academic year 2020-21 and Dr Ashu Dhiman bagged the best teacher award from Law Department for the academic session 2020-21.
- c. Dr Sonia Jindal appreciated the efforts of institute in recognizing the potential of faculty members.
- d. She also appreciated the management to confer the best employee award from academic year 2020-21 from non-teaching staff. Ms Roshini Bhardwaj received the best employee award in this category.
- e. Students presented lovely performances dedicated to their respected teachers. Both teaching and non teaching staff participated in different activities such as Fashion Show and Bollywood Quiz.

Item No. 10: Personality Development Workshops (MBA & BBA)

Prof Uma Gulati informed the house about different Personality Development workshops organized for MBA and MBA (International Business).

- a. The Institute organized a PD Workshop on "Managing and Sustaining Emotions, Motivation, and Energy at Work" virtually for the students of MBA and MBA IB Semester 3 on 08th September 2021. Ms. Anjali Dutta, Founder Director of Train Me Academy conducted the session. The workshop aimed to develop emotional skill sets of the students. These emotional skill sets help students to maintain harmonious relationship on all fronts. She reiterated the importance of empathy and emotional intelligence to navigate the oceans of stress and demanding work environment.
- b. Another Personality Development workshop was organized virtually on "Values & Ethics in Professional and Personal life" on 14th October 2021 for MBA and MBA (IB) Semester 3 students. To deliberate on this topic, Dr. Minu Mehta was invited from IEC Management College and Research Center, Mumbai. She talked about the significance of values and ethics in personal, as well as professional life.

Prof Anup Ghosh informed the house about the personality development workshops organized for BBA students.

- a. Personality Development Workshop entitled "Personality Mapping" was organized on 7th September 2021 for BBA 5th semester students. The objective of the workshop was to make

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students learn how to manage their attitude and map their personality. The theme was well presented by Prof. Brijendra Singh Dhup, Director-HR and Skill Development, Skillmonte Engineering Private Limited. The speaker talked in detail about multiple intelligences and how they are used to evaluate personality.

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 - 5.
 6. *Shubh*
 7. *Shivani*
 8. *Tejvi*
 9. *Sani*
 10. *Priyam*
 11. *A*
 12. *Paashil*
- b. Personality Development Workshop on the theme “Emotional Intelligence” was organized on 13th October, 2021 for BBA Semester 5th students. The aim of the workshop was to make students understand how “emotional intelligence can have a powerful and positive effect on their life and career. The Talk was well presented and explained by Dr. Poonam Devdutt, Director, Center for Psychology and Human Behaviour, Dean Student Affairs, Shobhit Deemed University.
- c. Institute Innovation and Entrepreneurship Cell (IIC) jointly with IQAC organized e-Personality Development Workshop on the theme “Growth and Development of Environmental Management System” on 13th October 2021. The workshop was organised for BBA 3rd Semester students for improving their knowledge on Environment Management System. The aim of the workshop was to make students understand “How business can benefit from a competitive strategy based on environmental management systems standards.” The session was conducted by Prof. Sunil, D. Upadhyaya, Dean Faculty of Agriculture, Medi-Caps University, Indore. He advised students to understand what the environmental problem is and give due time to research the alternative solutions for the development of environmental management system

Item No. 11: Personality Development Workshops (Law)

Prof Brijender Yadav informed the house about the Personality Development Workshops organized by Centre for Legal Studies (CLS-GIBS) for Law students.

- a. Personality Development Workshop entitled “Analytical and Evaluative Skills Required to Choose the Most Suitable Information Source” was organized on 10th September 2021. The workshop was conducted for BA LLB and BBA LLB students of semester 03. The main objective of this workshop was to make the students learn analytical and evaluative skills required to identify the best information sources. The session was taken by Dr. J. S. Mann, Associate Professor, National Law University, Delhi. He informed the audience about the kind of information sources the student can access to enhance their knowledge.
- b. PD Workshop on “Functions of Bar Council of India and State Bar Councils was organized on 14th September 2021 for BALLB & BBALLB semester 5 students. The guest speaker for the session was Mr. Jeet Bhatt, Advocate, Gujarat High Court. The objective of this event was to help the students understand the role of the Bar Council of India and State Bar Councils in ascertaining ethical, moral, and professional standards for advocates. Further to this, this workshop was also targeted to acquaint the students to certain representative functions of the Bar Council.
- c. Personality development workshop on theme "All India Bar Examination: Format & preparation" was organized on 14th September 2021 for BALLB & BBALLB 9th semester students. The aim of the event was to guide the students on how to crack most important law exam: AIBE. Qualifying this exam is a basic prerequisite for practicing law in India. The

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resource person for the event was Adv. Shriya Maini, Advocate on Record, Supreme Court of India. She instructed the students to continuously review various Laws and Acts.

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- 4 Ment
- d. Personality Development workshop was organized on 21st October, 2021 on the topic "Alternate Dispute Resolution" for BA LLB & BBA LLB Semester 5. The guest speaker for the session was Mr. P Bayola Kiran, Assistant Professor, Damodaran Sanjivayya National Law University. The workshop aimed to familiarize the students with Alternate Dispute Resolution Mechanisms. The technique of Alternative Dispute Resolution is a step towards creating a fair and feasible environment for growth of alternatives other than traditional adjudication mechanisms.
- e. Centre for Legal Studies organized PD workshop for students of BALLB & BBALLB 9 semester on 21st October, 2021. The theme of the workshop was "Know your Stress –Work life Balance. The PDW was conducted to make students aware of the methods which enable them to exercise control over their precious time. Ms. Runa Maitra, helped students to gain a vision on how they should work on at personal and professional front.

Item No 12: Finance Webinar

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- 6 Ngy
- 7 Shiva
- a. Prof Uma Gulati informed that the Internal Quality Assurance Cell (IQAC) and Institute Innovation and Entrepreneurship Cell (IIC) of Institute jointly organized a Finance webinar on 18th September 2021 entitled 'The Role of Youth in Pushing India's Economy Beyond \$5.0 trillion'.
- b. The resource person for the webinar Mr. Hargovind Sachdeva, CFO, Sharp Mint Ltd. The webinar was organized to make students understand the opportunities available for youth in \$ 5.0 trillion plan framed by the government.

Item No 13: E Sports competition

- 8 Tarkhi
- 9 Seni
- a. Lakshay: The Sports Club of the Institute organized E-Sports Competition on Battle Grounds Mobile India and Chess on 20th September 2021 on virtual platform. Eighty-two students participated in Battle Grounds Mobile India and Chess.
- b. Students enjoyed the event and participated enthusiastically for battle grounds mobile India and chess competition. All the participants were provided e certificates.

Item No. 14: Felicitation Day

- 10 Rajan
- 11 ZI
- 12 Lashil
- a. Dr. Vikas Gupta apprised the house on Felicitation Day organized on 25th September, 2021. Felicitation Ceremony was held for the academic year 2019-2020 & 2020-21 to recognize the commendable endeavors of our students in the academic field.
- b. Mr. Ashish Bhatia, Chief Operating Officer, Max Health Care, graced the occasion as Guest of Honour, and felicitated the students for their meritorious performance in the presence of Sh. Anirudh Jindal, Vice Chairman GIBS.

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- c. Academic Achievers were felicitated with medals, certificates and cash prizes for their excellent performance and dedication. The first position holders in academics were given cash prize of Rs. 5000/-. In total 120 students were honored.
- d. Mr. R K Jain appreciated that the Institute has always believed in escalating the efforts of the students.

Item No. 15: Professional Lecture Series

- a. The Institute organized a professional lecture on the topic "Prepare yourself as a Team Member" for the students of BBA semester 3 on 25th September 2021.
- b. Mr. Atma Godara, Product HR Generalist for Netflix in APAC, delivered the session. He effectively guided the students on corporate world, networking and career planning. He also presented a detailed analysis regarding the characteristics of a good team member and conflict solving. The interaction between the students and Mr. Godara was insightful and motivating.
- c. The Industry Institute Partnership Cell (IIPC) of Institute organized another Professional Lecture entitled "New Avenues in Sales and Marketing" for the students of BBA Semester 5 on 30th September 2021. Mr. Shourov Mukherjee, Senior Director, Pfizer conducted the session.
- d. The session aimed at explaining how marketing is a tool that has been around since the inception of the concept of Brand. Though marketer has so many tools available, but it is still difficult to identify the best ways to grab the attention of the potential consumers.
- e. Mr. Mukherjee discussed how one can make a mark and capture the imagination of the consumers. He made students aware about the latest avenues in the field of marketing; along with imparting practical knowledge to the students.

Item No. 16: Management Development Programmes

- a. Management Development Programme on "HR Metrics and Analytics" was organized from 25th to 26th September 2021. The purpose of this program was to familiarize the participants with the ever-expanding field of HR Metrics and Analytics and its basic assumptions.
- b. The e-MDP also aimed to facilitate the development of skills for conceptualizing, managing, and measuring HR operations using HR metrics and analytics. Mr. Manish Kujur, Group Manager, Wunderman Thompson MSC, Gurugram and Dr. Anup Ghosh, Professor, GIBS were the resource person for the e-MDP.
- c. The MDP concluded with Question–Answer session to resolve the queries of the participants. All the registered participants were provided e-content and e-certificates.
- d. In the backdrop of continuously increasing demand for international trade, Institute organized a Management Development Program entitled "International Trade Procedures and Documentation" on 30th and 31st October 2021 to give the participants an insight into international trade requirements.

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- 1 *Am*
- e. The first day of MDP covered international trade registration process by Prof. R. K. Gupta, Professor, GIBS, Obtaining Importer Exporter Code (IEC) and Aligned Documentation System (ADS) by Dr. Deepti Laroia, Associate Professor, GIBS.
- f. On day two of MDP, Prof. (Dr.) Ram Singh, HOD (Trade Operations & Logistics), IIFT spoke on the topic 'Export Documentation and Verification'. Prof. Singh informed students about two main categories of documents: Commercial and Regulatory. To make the process of filing more comprehensive Dr. Ram gave a practical training on how to fill the different documents online.

Item No 17: Alumni Lecture Series

- 2 *Manish*
- a. Institute Industry Partnership Cell (IIPC) of Institute organized an Alumni Lecture under ALS on 28th September 2021 for the students of BALLB/BBALLB (7th & 9th semester). The alumni provided insight into their journey from a student to successful personnel.
- 3 *Harsh*
- b. The speakers of the day were Ms Sakshi Jain & Mr Rohan Jain, successful alumni from BBA LLB 2021 Batch. The speakers efficiently attained the objectives of the session which were: Enhance the Confidence of Students, Help in Goal Setting, Explaining Importance of Team Work, Stress Management, Empowering Fresh Graduates with Knowledge to refine their Professional Excellence and Career Growth.
- 4 *Shy*
- c. Institute Industry Partnership Cell (IIPC) organized another Alumni Lecture on 5th October 2021 for the students of MBA & MBA (IB) 3rd semester.
- 5
- d. The alumni for the lecture were Ms Damini Wadhwa and Mr Suraj Verma from MBA (2016-2018 batch). Both of the alumni emphatically advised students not to give up easily as the transition from academics to office is not always a smooth process. To boost the confidence of the students they made them aware of the most sought-after skills according to industry standards.
- 6 *Arny*
- e. IIPC organized third lecture in the Alumni Lecture Series (ALS) on 26th October 2021 for the students of BBA 5th semester. The alumni helped students to develop a professional perspective and acquainted them with industry and corporate expectations.
- 7 *Shivani*
- f. The Speakers of the Day were Ms Heena Parveen & Ms Prachi Tyagi exemplary alumni from MBA Batch. The speakers shared their experience of corporate culture and how they adapted to it. They informed the students about important factors which makes a fresh graduate a desirable candidate in job market.
- 8 *Tyagi*
- 9 *Sandeep*
- 10 *Rajam*

Item No 18: Institute Innovation and Entrepreneurship Cell (IIC) Events

- 11 *A*
- a. IIC organized a webinar entitled 'Entrepreneurship' on 1st October, 2021. The webinar was part of Impact Lecture series sponsored by IIC-MOE, Govt. of India and was open for all students of all programmes.
- 12 *Aashil*

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1. *[Signature]*
- b. The session was conducted by two speakers Dr. Sarita Kansal, Professor-in-charge, Medi-Caps Innovation and Incubation Center and Mr. Rohit Kumar, Co-Founder, White Canvases. The title for first session was "Atma Nirbhar Bharat". Dr Kansal made students aware of the initiatives undertaken by government of India to make India self-reliant.
2. *[Signature]*
- c. The second speaker of the day was Mr. Rohit Kumar, Co-Founder, White Canvases. He shared his own entrepreneurial journey with the audience. His journey and insight inspired students.
3. *[Signature]*
- d. Webinar on the theme Intellectual Property Rights was organized on 18th October, 2021 as a part of Impact Lecture Series. The session was conducted by two speakers.
4. *[Signature]*
- e. First speaker was Dr. Amit Marwah, Professor in-Charge and Head at Acropolis Institute of Technology and Research. Dr Marwah informed the students about Patent Application Process and how to leverage its benefits. He suggested the appropriate time for filling the patent and step by step process of filling it.
5. *[Signature]*
- f. The second speaker of the day was Dr. Sheenu Jain, Associate Professor, Centre for Innovation, Incubation, and Entrepreneurship (CIIE) and Chair Marketing & Communications at IIHMR University. Dr. Sheenu's comprehensive discussion included relevant examples and videos on the said topic.
6. *[Signature]*
- g. Prof Anup Ghosh informed that the institute has received 4 star from MOE-IIC Pan India basis for the year 2020-21. Further for this year this is the highest rating achieved by all the Institutes and Universities across the country. The members greeted the IIC members of GIBS for their achievement.
7. *[Signature]*

8. *[Signature]*

Item No. 19: Aalekhya 2021- 1st Annual Art and Photography Exhibition

9. *[Signature]*
- a. Expressions-The Fine Arts Society and Frames- The Photography Club of Institute jointly organized "Aalekhya 2021" - 1st Annual Art and Photography Exhibition on 22nd & 23rd November, 2021. The Theme of the event was "The World Through My Eyes".
10. *[Signature]*
- b. The exhibition aimed to provide a platform to budding artists where they can display their art work and share it to the society. Another objective of conducting workshops was to enhance the art acumen of aspiring artists.
11. *[Signature]*
- c. The exhibition was inaugurated by Guest of Honor, Mr. Raghuvir Shah, Director of Raghuvansham School of Arts; Shri Anirudh Jindal. The Vice Chairman GIBS, and Ms Prachi Jindal, Dean Academics, GIBS.
12. *[Signature]*
- d. Free workshops in art and photography were also conducted on day one by Mr. Raghuvir Shah. The exhibition remained open on day two for everyone and was followed by valedictory ceremony.
- e. Guest of Honor, Mr. Raghuvir Shah addressed the gathering and provided his valuable insights on the exhibition and the creative work done by the participants. The award for best entry in art work was bagged by Mihika Kashyap, Amity University and runner up for this

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category was Anushka Kishwar, GIBS. The award for best entry in photography work was won by Kushagra Baweja, GIBS and runner up for this category was Muskan Alam, GIBS.

Item No. 20: Law Webinar-Legal Rights of Accused during Covid 19

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6. *Am*
- a. The Institute organized Law webinar entitled “Legal Rights of Accused during COVID-19” for the students of BALLB & BBALLB. Dr. Vijeta Singh, Assistant professor at KCES’s S.S. Maniyar Law College, Jalgaon, and Maharashtra along with Dr. Aneesh Pillai, Assistant Professor (Law) in School of Legal Studies, Cochin University of Science and Technology (CUSAT), Kerala chaired the session.
 - b. This webinar aimed to understand the legal rights of the accused in India in the backdrop of Covid-19. Dr. Vijeta Singh discussed the general legal rights of accused. Dr. Aneesh Pillai discussed the medical rights of the accused. He informed the audience that it is the duty of a custodian to take reasonable care of the health and safety of the accused.

Item No 21: Nomination for Head of Departments

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11. *Am*
12. *Am*
- a. Ms. Prachi Jindal informed that Prof Uma Gulati, Prof Anup Ghosh and Prof. Brijender Singh Yadav have been nominated as Head of Department for MBA, BBA and LAW respectively.
 - b. The same was notified through notice dated 28th October, 2021. It was informed to all that for any Academic/Admin related work approval, faculty/staff may contact their respective Head of the Departments.

Item No. 22: Jurist Day-Law

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12. *Am*
- a. Centre for legal studies organized Jurist Day entitled “Emerging Trends of Family Law: Same sex Marriage, Surrogacy, Live in Relations, Succession- Latest Judgments” on 11th October 2021. The Jurist Day was conducted for BA LLB and BBA LLB students of 3rd semester. The guest speaker for the session was Dr. Sangita Laha, Associate Professor and Dean of Faculty, National Law University, Ranchi. The Jurist Day was organised to develop an analytical outlook on personal laws in India. Dr. Sangita Laha informed the students about two emerging trends related to family law: Live in relations and Surrogacy. Dr. Sangita helped students comprehend challenges of Live- in relationships as a new social unit, the precarious situation of female lives in partner and the legal status of children born during the live-in relationship.
 - b. CLS-GIBS organized E-Jurist Day on “Development & Need of Codification in International Law” for the students of BA LLB and BBA LLB Semester 7 on 11th October 2021. Dr. Desiree David Professor, Faculty of Law, Nelson Mandela University, South Africa conducted the session. Professor David oriented the students to the background of International Law. She explained in lucid terms the gradual movement of International Law towards codification. She discussed situations where international laws can be directly enforced by a municipal court.

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1. *Abhinav*
- c. Centre for Legal Studies, organized the Jurist Day on 12th October on the topic "Intellectual Property Rights with Respect to International Law & Practice". The Jurist Day aimed to familiarize the Law semester 9 students on the said theme. The resource person Adv. Sawpnil Gawande discussed IPR, Copyrights, Trademark and Patents. He also informed students about the method of filing patent applications with the help of illustrative PPT's.
2. *Anand*
- d. Center for Legal Studies on 12th October 2021 organised Jurist Day for BALLB & BALLB sem 5 on the theme "Role of Polics in Administrative System". The resource person was Dr Anand Kumar Tripathi, Pro Vice Chancellor In-charge, Director in-charge, School of Security, Law Enforcement and criminal Justice (SSLECJ), Rashtriya Raksha University. The speaker informed the audience about the structure and composition of state as well as central police administrations in the country. He then went on to scrutinize the policing function of executive by perusal of relevant legislations.
3. *Anand*

Item No 23: Justitia 2021.

4. *Shivangi*
- a. The centre for Legal Studies (CLS) organized its 1st edition of The Virtual LexFiesta – 'JUSTITIA 2021' from 26th October to 29th October 2021, this 4-day fiesta comprised of some fresh and traditional set of competitions carefully designed for the growth of the mind of a law student in particular, where one's legal skills are tested in the following events: Mediation Competition, Debate Competition, Youth Parliament and Law Olympiad.
- 5
6. *Shivangi*
- b. Justitia 2021 was inaugurated offline on 26th October 2021 in gracious virtual presence of Chief Guest Prof. (Dr.) S.Surya Prakash, Hon. Vice-Chancellor, Prof. Damodaram Sanjivayya National Law University, Visakhapatnam. Dr Shivangi elaborated about all the competitions conducted.
7. *Shivangi*
- c. Mediation Competition: Mediation Competition at Justitia took place on 26th and 27th October, 2021 and saw participation of 20 teams from various Legal Institutes nationwide. Institutes from various states came together online to showcase their mediation skills. There were 2 preliminary rounds of 45 minutes each. Top 4 teams out of 20 qualified for the Semi-finals that lasted for a whole 60 minutes. After the declaration of the result, final 2 teams received their proposition and clashed in the final Round, bright and early on the second day. Hon'ble Judges for the final round were Prof. Nachiketa Mittal, Professor & Director at Faculty of Law, Jagran Lake city University, Prof. (Dr.) Kanupriya; Professor & Associate Dean, Sushant University and Mr. Amit Saxena, Joint Secretary, Delhi High Court Bar Association, Mediator, Delhi High Court Mediation Centre.
8. *Toufiq*
9. *Sanjeev*
10. *Piyam*
- d. The mediating team from NLU Delhi bagged the Best team prize and the team from OP Jindal Global University was awarded the Runner Up Award. The Best Mediator was named from the team of University School of Law and Legal Studies and the Second-Best Mediator was named from the team of Narsee Monjee Institute of Management Studies. The Best mediating pair was from OP Jindal Global University and the Second-Best Mediating Pair was from Narsee Monjee Institute of Management Studies.
11. *Shivangi*
12. *Lachit*
- e. Debate Competition: The Debate Competition was organized on October 27th, 2021, with the participation of 24 teams from various Legal colleges and institutions around the country. Hon'ble Dr.Gurman Preet Kaur, Assistant Professor, RGNUL, Adv. Abhinav K. Mishra,

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Advocate, High Court & Supreme Court, Dr. Gurjit Singh Associate Professor USLLS, GGSIPU, Adv. Ishita Sharma, Advocate, High Court & Supreme Court were Judges for the event for preliminary round.

9 teams out of 24 qualified for the final round which was respectively judged by Dr. Amarpal Singh, Dean, USLLS, GGSIP University, Advocate Osama Suhail and Dr. Amit Kamboj, Registrar, DR B.R Ambedkar, National Law University. Ms. Smruti Dhoot and Mr Raunak Nenwani from DES's Shri Navalmal Firodia Law College, Pune were declared as winners of Debate competition.

- f. Law Olympiad: Law Olympiad at Justitia took place on 28th October 2021 and 66 individuals from various Law Institutes nationwide participated in the event. The competition comprised of 100 multiple-choice questions from various areas like Current affairs, The Indian Contract Act and The Indian Constitution, Criminal Law, Family Law, Property Law, and Logical Reasoning to be solved in 1 hour. The exam was proctored through online invigilation. Ms. Riya Phogat from Kurukshetra University was declared as top scorer and Ms. Ishani Kanwar from University School of Law, Shimla bagged the second top scorer.
- g. Youth Parliament: Youth parliament was conducted on 28th and 30th of October, 2021 at Justitia. The event witnessed the participation of 40 delegates from various Law Institutes nationwide. All the delegates were provided with their portfolios according to the 17th Lok Sabha, and a review committee was held for the event. The agenda for the parliament was to review the Indian Agricultural Act of 2020.

The Best Parliamentarian award was bagged by Anirudh Bharadia from Amity Law School. High Commendation award was won by Rishita Aggarwal from Delhi University. 1st Honorable Mention was given to Krina K. Sanghvi from Christ University (Deemed to be University) and the 2nd Honorable Mention was given to Shubh Naik from Gujarat National Law University, Gandhi Nagar. Executive Boards Mention was given to Yashika Manchanda from Amity Law School, Gurugram and Harsimrat Kaur from St. Soldier Law College, Jalandhar.

After four days of an intense display of the marvellous skill of the participants, Justitia ended with the Valedictory Ceremony on 30th October, 2021. The valedictory ceremony was graced by Dr. GK Goswami, IPS, Chief of ATS, Uttar Pradesh as the Chief Guest. After an enlightening speech from the Chief Guest, the winners of the various competitions were felicitated. The event ended with vigour and success.

Item No. 24: National Case Analysis & Presentation Competition

- a. The Institute organized 16th National Case Analysis & Presentation Competition "E-Case Folio-2021" on 20th November, 2021. The Case Folio is Institute's flagship event. The objective of the event was to sharpen the analytical and problem-solving skills of the students.
- b. Event started with Saraswati vandana, followed by inaugural address of Prof D.K Patnaik, Vice Chancellor, Medicares University, Madhya Pradesh.
- c. The case selected for the competition was 'PepsiCo Inc.: Establishing a Role in a Sustainable Society'.

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1. *[Signature]*
2. *[Signature]*
3. *[Signature]*
4. *[Signature]*
5. *[Signature]*
- d. Event was conducted in two phases. In first phase participants were asked to analyze the case along with an oral presentation before the Preliminary Round Panel of Judges.
- e. Ten best teams qualified for the final round and presented the case before Final Round Panel of Judges comprising of Dr R K Wadhawa, Director, Global Business Consultants & Ex professor, IIFT New Delhi; Dr. Anuja Pandey, Professor of Marketing, AIMA and Mr Anuj Tripathi, Director Enterprise Business development, Affle.
- f. The winners of the event were Krupanidhi School of Management, Bengaluru. The Second prize was bagged by Manipal Academy of Higher Education and third prize was conferred to Gitarattan International Business School.
- g. The event concluded with the prize distribution ceremony. The first prize winners received Rolling Trophy, Cash Prize of Rs. 10,000 and Certificate of Merit, second prize winners received Cash Prize of Rs. 7,500 and Certificate of Merit and third prize was Cash Prize of Rs. 5,000 and Certificate of Merit.
- h. Dr Sonia Jindal appreciated the efforts of institute for organizing national level event and inviting participation from different universities and colleges all over India.

6. *[Signature]*

7. *[Signature]*

8. *[Signature]*

Item No. 25: Intra College Sports Tournament 2021

- a. Dr Vikas Gupta informed that Lakshya: The Sports Club of GIBS organized an Intra-College Sports Tournament on 30th October and 1st November 2021. The tournament included five events, namely Cricket, Basketball, Table Tennis, Badminton and Tug of War. More than 180 students participated in the tournament.
- b. The two days were filled with sportsmanship, enthusiasm and memories to cherish. To add to the fervor, was a huge crowd of the enthusiastic audience, who had come to cheer their team members

9. *[Signature]*

10. *[Signature]*

Item No. 26: The Prelude - Orientation Programme -MBA & MBA (International business)- Sem 1

- a. The Orientation Programme for newly admitted students in MBA, MBA (IB) Semester 1 was organized on 2nd November, 2021.
- b. Orientation programmes was aimed at familiarizing the students to an unknown campus environment, its faculties and infrastructure. The programme is essential for the students to understand the environment, rules, and procedures of GIBS related to various parameters.
11. *[Signature]*
- c. The programme started with Introduction of GIBS followed by remembering Goddess Saraswati and seeking blessings for the students. A welcome address was given by Prof Uma Gulati, HOD-MBA & MBA(IB).
12. *[Signature]*
- d. Chief Guest of the day, Prof. Sanjiv Mittal, Vice Chancellor, Sambalpur University, Odisha motivated students by his enlightening address.

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1. *Shubh*
- e. Guest of Honor, Mr. Jayaraman Subramanian, Asst. Vice President HSBC, Bangalore shared his practical experience and guided students for future path.
- f. Orientation presentation was given by Dr. AS Ramnarayanan Professor & Programme coordinator of MBA & MBA (IB). He provided students all necessary details related to the Institute, Course, Examination, Placements and Classes.

2. *Manoj*

Item No. 27: The Prelude - Orientation Programme -BALLB & BBALLB Semester -1

3. *Unfut*
- a. The orientation programme for BALLB and BBALLB semester 01 took place on 2nd November, 2021 in online mode. The programme was graced by Dr. Sudhir Kumar Jain, Principal District & District cum- Special Judge (P C Act) CBI, Rouse Avenue Court as Chief Guest and Prof. (Dr.) Paramjit Singh Jaswal, Former Vice Chancellor, Rajiv Gandhi National Law University, Patiala, Punjab as Guest of Honour.
4. *by*
- b. The orientation started with an Introduction of GIBS, followed by blessings of Goddess Saraswati through Saraswati Vandana.
- 5.
- c. The Chief Guest; Hon'ble Dr. Sudhir Kumar Jain addressed the audience. In his speech, he made students realize the importance of Justice and the dire need for the youth to work towards removing the flaws of the legal system.
6. *Pranav*
- d. Next, guest of Honour, Hon'ble Dr Paramjit Singh Jaswal addressed the audience. In his narration, he enlightened the students regarding the importance of hard work since the 1st day of college as the only way to learn the law and to excel in it.
7. *Shivangi*
- e. Hon'ble Vice Chairman, Shri Anirudh Jindal Sir proposed a vote of thanks to the distinguished guests and warmly welcomed the new students.
8. *Drift*
- f. Later Dr. Shivangi Sharma, Programme Coordinator for law, gave an Academic Presentation to the students

9. *Same*

Item No. 28: Online Anti Ragging Affidavit

10. *Riyam*
- a. Prof Anup K Ghosh apprised the house that in pursuance to the Judgement of Hon'ble Supreme Court of India and in compliance of All India Council for Technical Education (Prevention and prohibition of Ragging in Technical Institutions, Universities including Deemed to be Universities Imparting Technical Education,) Regulations 2009, it is mandatory for all students and his/her Parent/Guardian to submit an online undertaking.
11. *Sh*
- b. The procedure for students to file online anti ragging affidavit was detailed in notice dated 24th November, 2021

12. *Laahil*

Item No. 29: Universal Human Values

Prof Uma Gulati informed the house that each AICTE approved college is expected to prepare a minimum number of faculty members to mentor students and to teach UHV. Keeping the same

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objective ahead, the institute has selected following faculty members to participate in the workshop on UHV starting from 6-12-2021 to 10-12-2021(English) & 20-12-2021 to 24-12-2021.

- a. Ms. Manisha K Arora
- b. Ms. Mansi Chadda
- c. Ms. Tinu Anand
- d. Ms Sonia Peter
- e. Ms. Monica Gulia
- f. Ms. Ruchi Kalia
- g. Dr Harpunit Singh
- h. Ms. Shuja Ahmed
- i. Dr Tanmay Pant
- j. Ms. Swati Sharma

AICTE will provide certificates to successful candidates (who have at least 90% attendance and at least 60% marks in the tests). The faculty members selected have been notified that copy of certificate is to be submitted to Ms. Roshini Bhardwaj, after successful completion of the FDP.

Item No 30: Examination & Evaluation of MBA, MBA (IB) (third semester) BBA (3rd, 5th semester) and BALLB and BBALLB (3rd, 5th, 7th & 9th semester) Academic Session 2021-22.

- a. Dr. Vikas Gupta informed that the minor exams, theory & Practical for all above mentioned Programmes were conducted from 9th November, 2021 to 17th November, 2021.
- b. All the faculty members completed their course syllabus by 31st October, 2021 and revision of syllabus was also carried for clearing the doubts of students.
- c. He further informed that all internal examinations were conducted in online mode and the entire process to appear in the examination was detailed to students through notice as well as demo by examination committee.
- d. Internal Viva Voce for Summer Training Report of MBA & MBA(IB) was conducted on 22nd & 23rd October, 2021.
- e. Internal Viva Voce for students of BBA semester 5 for Summer Training Report was conducted on 15th & 17th November, 2021 in online mode. Viva Voce was taken by internal panel comprising of senior faculty members.
- f. Internal Viva Voce for Summer Training Report of MBA & MBA (IB) was conducted on 22nd & 23rd October, 2021.
- g. Seminar paper activities of 7th & 9th semester for BA-LL.B & BBA-LL. B programmes were completed by 16th November, 2021.
- h. Comprehensive Viva for BA LLB & BBALLB Semester 9 was conducted on 18th November, 2021.

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1. Comprehensive Viva for students of BA LLB & BALLB Semester 7 was conducted 20th November, 2021
2. Comprehensive Viva for BA LLB & BALLB Semester 3 was conducted on 22nd November, 2021.
3. Comprehensive Viva for BALLB & BALLB Semester 5 was conducted on 23rd November 2021.
4. For comprehensive Viva across all semesters of BALLB & BALLB different panels were formed to conduct the Viva Voce.
5. He further informed that the other components of continuous evaluation policy have been completed by subject faculty members in all programmes and marks have been submitted to examination department.
6. The house appreciated about the working of the institute in timely and effective manner.

Item No. 31: Remedial Classes

7. Prof Anup Ghosh informed that the students of BBA Sem 3 & 5, MBA & MBA (IB) sem 3, BALLB & BALLB sem 3, 5, 7, 9 who could not achieve 75% attendance in their odd semester session 2021-22 were required to attend remedial classes.
8. Remedial classes were scheduled from 8th November, 2021. Students were informed that as per the directives of GGSIP University, they have to achieve 75% attendance to appear in university end term examination.
9. Programme Coordinators were directed to keep the record of the students for remedial classes and ensure that the students attend the classes. The overall attendance position has been found satisfactory.

Item No 32: Commencement of Classes of BALLB & BALLB, MBA & MBA(IB) Semester 1

Dr Shivangi informed the house about the commencement of classes for BALLB and BALLB semester 1, Academic session 2021-22 from 8th November, 2021

10. She further informed that the subject allocation was done by 31st October, 2021. All subject faculty members were informed to present the course plan for the subjects allocated to them.
11. Course plan presentation was scheduled on 9th November, 2021 for BALLB & BALLB.
12. Faculty members were advised to submit the final modified course plans to their respective programme coordinator after incorporating the changes suggested during presentation.
13. Students were informed about the classes in blended mode, i.e., both in Online and Offline mode. To attend classes in offline mode, students were informed about SOP and were

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required to submit a consent form duly signed by parents on the first day of attending the institute.

- e. SOP's and Proforma of the consent form were disseminated to students for their reference.
- f. Students were provided with User Id and password for joining MS-Team from the IT Administrator. The procedure to join classes in MS-Team and utilise different facilities in the said platform were provided to students.
- g. Student were also provided with contact number and mail id of IT admin in case of any query.
- h. Prof Uma Gulati informed that the course plan presentation for MBA and MBA(IB) Semester 01 was conducted on 9th November, 2021 but as per the guidelines of GGSIPU, the classes for the said programme will be conducted from 1st December, 2021.
- i. Prof. Ghosh also informed that the Admission Process for BBA is ongoing and the Institute is making plans accordingly as per the guidelines of GGSIPU.

Item No. 33: Student Feedback

- a. Prof Anup K Ghosh informed the house that student feedback satisfaction survey has been conducted. All the conveners of Programme Level Committee were told to analyze the feedback once received and submit recommendation for any corrective measure.
- b. IQAC members verified the same with Programme level committee and found the recommendation of different PLC as satisfactory. The report & recommendation has been uploaded on Institute's website.

Item No 34: Publications

- a. Prof Uma Gulati informed about the publication of JGIBS: Volume 13 No.1; GIBS LAW JOURNAL Volume 4 No 1 is under process. Prof. Ghosh suggested to maintain the schedule of publication.
- b. Ms. Prachi Jindal informed the house that the GIBS DIGEST 2022 has been initiated and articles from students are invited.
- c. She also informed that the ANUBHUTI (Newsletter) 2020-2021 is already released and the coordinators have started working on Newsletter for 2021- 2022.
- d. Prof Anup K Ghosh informed the status of Anusandhan, Volume 4. The faculty members are working on the research papers for submission. The mentors of different functional areas are guiding the faculty members on various parameters of research.
- e. Prof. Ghosh also informed that E ISSN for Anusandhan is under process and all documents required for the same are in process accordingly.

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- f. Prof Uma Gulati informed about the status of UGC-Care Listing of JGIBS. She apprised the house that the institute is in touch with Nodal Officer-CARE Journal North Zone, JNU for getting the status of JGIBS listing. She further informed that Parent University; GGSIPU already recommended & forwarded our journal to Jawahar Lal Nehru University and after observing the same, it has been forwarded from JNU to Savitribai Phule University, Pune.

Item No 35 : Winter Faculty Development Programme

- a. Prof Anup K Ghosh informed the house about the upcoming winter FDP from 20th to 24th December, 2021. He apprised that the FDP organizing committee is finalizing the theme along with different concepts to be covered.
- b. Prof Anup Ghosh also informed that the final plan of winter FDP covering the concepts will be submitted by 6th December, 2021.

Item No 36: AICTE-ISTE sponsored Online Induction/Refresher Programme.

- a. Dr Vikas Gupta informed the house about the AICTE-ISTE sponsored Online Induction/Refresher Programme on Outcome Based Education: NBA Approach to be conducted from 4th -10th January, 2022.
- b. He informed that the Brochure for the same is in the finalization process as the programme is to be carefully designed on the said topic.
- c. He further informed that the programme got sanction from ISTE for sponsorship of Rs.93000/-
- d. Dr. Sonia Jindal asked Dr Vikas Gupta to design the sessions in keeping in view the various facets of outcome-based education. She also advised to finalise the resource persons by 2nd week of December, 2021.

Item No. 37: International E Conference

- a. Prof. A.S Ram Narayanan informed the house that the 12th International E conference is going to held on 15th & 16th January, 2022. The conference is going to witness the speakers form International Arena. Talks are going on with experts in different functional areas.
- b. Prof. Uma Gulati informed the house that three faculty members in each functional track have been appointed to take care of their respective tracks she further apprised the house on the papers received in different functional areas for presentation.
- c. Prof Uma Gulati submitted the proposed list of Keynote Speakers and Session Chairs of different tracks based on functional areas.
- d. Further directions were provided on selection of papers on the basis of plagiarism report and various review parameters.

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- e. Prof. Uma requested Prof. Ram Narayanan to prepare basic structure of Conference programme covering, inauguration, paper presentation in different functional tracks and valedictory session.

Item No 38: Admission for Academic Session 2021-22

1. Ashu
2. Anup
3. Anup
4. Anup
- a. Prof Anup K Ghosh informed the house that admission for BALLB and BBALLB for academic session 2021-22 has been completed by GGSIPU and all the seats have been filled for the institute.
- b. He further informed that admissions for BBA programmes are on going right now and almost all seats in the said programme are filled.
- c. Prof Uma Gulati informed about the admission in MBA and MBA (IB) programme for academic session are unsatisfactory as less applicants have applied in GGSIPU for the said programme.
- d. She further informed that the matter has been taken to the university and recommendations have been made to start the admission procedure for academic session 2022-23 in the month of January, 2022.

Item No. 39: IIPC Activities

5. Prachi
6. Prachi
7. Shireen
8. Swati
9. Swati
10. Prachi
11. Prachi
12. Prachi
- a. Ms. Prachi Jindal informed that IIPC has started with training sessions of Dr Felton Lean for placement preparations for MBA, MBA (IB) and BBA. The IIPC took relevant steps in identifying the demands of the industry and prepare the students towards this need. The sessions are conducted for said programmes on every Saturday in a batch comprising of 20 students.
- b. The house appreciated the efforts of institute for enhancing personality of students and preparing them for placements.
- c. She further informed that Dr Swati Srivastava and Ms. Shireen Singh are working in the capacity of Placement Coordinators for Management and Law respectively. She appreciated the IIPC for streamlining the summer internship for MBA, MBA (IB) and BBA students of Semester 3 & 5 respectively. All the students have successfully completed the internship and submitted the reports on time.
- d. The IIPC is working strategically on placements of students and as a result the renowned companies have approached institute from different sectors. Soft Skill Development, Career Counseling and Personal Counseling are areas where IIPC is working hard and it has abetted students to refinement.
- e. Ms. Prachi Jindal further informed that Dr Swati and Ms. Shireen have worked on placement brochure of Management & Law. The brochure depicts all the competencies of Institute as well as placement scenario in past.

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Item No 40: Modification of Syllabus by GGSIPU for BBA, MBA & MBA (IB)

- 1 Anu a. Ms. Prachi Jindal informed about the modification of syllabus by GGSIPU for BBA, MBA and MBA (IB) programmes. Dr Uma Gulati and Dr Anup Ghosh informed about all necessary actions that have been taken. New courses added in semester 01 of said programmes have been allocated to faculty.
- 2 Anu b. The discussion of head of departments along with programme level committee regarding the changes in each course was held elaborately and further the same was informed to respective course faculty. Faculty members were directed to submit the revised course plan considering the deletion/addition of contents in their respective courses.
- 3 Anu c. Time table committee was brought into action to do the necessary changes in the time table. The entire book bank books requirement has been purchased for new course added.

Item No. 41: Miscellaneous

- 4 Anu a. Dr. Sonia requested the Head of Departments to finalise the Academic Calendar incorporating activities for Semester 01 of all programmes. Further she advised to finalise the calendar till July 2022 taking into consideration the Academic calendar and directions of GGSIPU for academic session 2021-22.
- 5 Anu b. Prof. Ghosh requested Dr Vikas Gupta to confirm the submission of marks for all activities for all components and get it verified under the supervision of Head of Departments & Programme coordinators.
- 6 Anu c. The mentor mentee scheme for faculty members is to be revised as new faculty members are required to be added as per their functional areas.
- 7 Anu d. Prof Anup K Ghosh informed that new ERP-Edumarshal vendor has merged and saved the data of different modules from old ERP. Actual verification part is going module wise.
- 8 Anu e. Ms. Prachi Jindal informed the house about the consultancy projects being targeted and by end of December 2021, the institute will fetch good number of consultancy projects.
- 9 Anu f. Dr Vikas Gupta informed the house that different alumni Lecture series have been conducted inviting alumni from different batches and more are planned in academic session 2021-22.
- 10 Anu g. Prof. Uma Gulati unformed that training session of AICTE guided 360-degree Feedback process had been attended by faculty in-charge. Now, the Institute will start the work by uploading data in AICTE portal.
- 11 Anu h. Prof Anup Ghosh informed the house that no grievances have been received in offline as well as online mode regarding indiscipline, general administration etc. however some grievances have been received regarding online examination which has been sorted by the examination committee immediately and up to the level of satisfaction of the grievant.
- 12 Anu

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- i. Prof Uma Gulati informed that meetings of all the statutory committees for December month has been scheduled and the coordinators are informed to carry the meeting on the scheduled dates and submit the minutes.

Members	Designation	Signature
Dr. A. K. Ghosh	Coordinator IQAC	
Ms. Prachi Jindal	Dean-Corporate Affairs	
Dr. Uma Gulati	Professor	
Dr. Vikas Gupta	Professor	
Dr. Bijendra Singh Yadav	Professor	
Dr. A. S. Ram Narayanan	Professor	
Ms. Shivangi Sharma	Assistant Professor	
Dr. Tripti	Assistant Professor	
Dr. Sonia Jindal	Management Representative	
Mr. R. K. Jain	Society Representative	
Mr. Tej Prakash	Assistant Administrative Officer	
Mr. Sahil Khan	Alumni Representative	