



Axis Institute of Higher Education, Kanpur

Office of IQAC

Minutes of Meeting

Ref. No: AC/IQAC/2020-21/003

Date: 15/07/2020

IQAC Meeting

- **Date:** 15/07/2020
- **Time:** 10:00 AM
- **Venue:** Conference Room

Agenda:

1. Impact of COVID-19 on Teaching and Learning
2. Feedback Analysis
3. Resumption of Offline Classes After COVID-19

Members Present:

- Dr. Ashish Malik, Chairperson
- Dr. Shubha Jain
- Dr. Neetu Singh
- Mr. K.P Singh
- Dr. Ashish Shukla
- Dr. Shail Dubey
- Dr. Amima Shoeb
- Ms. Shweta Bajpai
- Dr. Shalini Gupta
- Dr. Avinash Singh
- Mr. Aditya Kushwaha
- Mr. Emroze Alam
- Ms. Vibha Verma
- Mr. Mukul Jain
- Mr. Amit Sabarwal
- Mr. Anirudh
- Anjali Yadav (Alumni)
- Bilal Ahmed (Alumni)
- Sunil Kumar Gupta (Alumni)
- Dr. S.M. Ali
- Ms. Jyoti Yadav
- Mr. Mahendra Gupta
- Dr. Esha Yadav, Coordinator

1. Confirmation of the Minutes of the Previous Meeting

The meeting commenced with a welcome note by the Chairperson, followed by the confirmation of the minutes of the previous IQAC meeting. The minutes were read out and reviewed by the members. After a detailed discussion, the minutes were confirmed and approved without any modifications.

Resolution:

The minutes of the previous meeting were confirmed and approved by the IQAC members.



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2. Impact of COVID-19 on Teaching and Learning

The members discussed the significant impact of the COVID-19 pandemic on teaching and learning activities. The shift to online classes was assessed, and the challenges faced by students and faculty were highlighted.

Resolution:

The IQAC decided to conduct a survey to get students and faculty on their experiences with online learning. The findings will be used to enhance the effectiveness of online teaching methods/tools.

3. Feedback Analysis

The feedback collected from stakeholders, including students, faculty, and alumni, was analyzed. The key areas of concern and suggestions for improvement were discussed.

Resolution:

Departments were directed to develop action plans based on the feedback. The plans are to be submitted to the IQAC by the end of August 2020 for review and implementation.

4. Resumption of Offline Classes After COVID-19

The potential resumption of offline classes post-COVID-19 was discussed. Safety protocols and guidelines were emphasized to ensure the health and well-being of students and staff.

Resolution:

A task force was formed to develop a comprehensive plan for the safe resumption of offline classes. The plan is to be finalized and presented in the next IQAC meeting.

Conclusion:

The meeting concluded with a vote of thanks to the Chairperson and all members for their active participation. The next IQAC meeting was scheduled for 20/11/2020.

Dr. Esha Yadav

IQAC Coordinator

cc:

1. Office of Chairman Sir for kind information
2. All Department Heads & In-Charges for information
3. Registrar Office for information
4. Accounts & HR for record
5. All concerned



Axis Institute of Higher Education, Kanpur

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Minutes of Meeting

Ref. No: AC/IQAC/2020-21/032

Date: 20/11/2020

IQAC Meeting

- **Date:** 20/11/2020
- **Time:** 10:00 AM
- **Venue:** Conference Room

Agenda:

1. Enhancing Online Teaching Methods
2. Addressing Mental Health
3. Staff Development Programme
4. Internal Academic Audit

Members Present:

- Dr. Ashish Malik, Chairperson
- Dr. Shubha Jain
- Dr. Neetu Singh
- Mr. K.P Singh
- Dr. Ashish Shukla
- Dr. Shail Dubey
- Dr. Amima Shoeb
- Ms. Shweta Bajpai
- Dr. Shalini Gupta
- Dr. Avinash Singh
- Mr. Aditya Kushwaha
- Mr. Emroze Alam
- Ms. Vibha Verma
- Mr. Mukul Jain
- Mr. Amit Sabarwal
- Mr. Anirudh
- Anjali Yadav (Alumni)
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2. Enhancing Online Teaching Methods

The ongoing challenges of online teaching were discussed, and strategies for improvement were proposed, including the use of interactive tools and platforms to enhance student engagement.

Resolution:

IT cell to explore and recommend advanced online teaching tools and techniques.

3. Addressing Mental Health

The impact of the pandemic on students' and staff's mental health was acknowledged. The need for mental health support initiatives was discussed.

Resolution:

The institution will organize workshops and counseling sessions focusing on mental health awareness and support.

4. Staff Development Programme

The proposal for a staff development program to enhance faculty skills, particularly in online teaching, was presented and discussed.

Resolution:

The staff development program was approved, to begin in January 2021.

5. Internal Academic Audit

The schedule and framework for the upcoming internal academic audit in April 2021 were discussed. The focus will be on curriculum delivery, student engagement, and academic resources.

Resolution:

The IQAC approved the formation of an audit team comprising senior faculty members. The team will be responsible for conducting the audit and submitting a report.

Conclusion:

The meeting concluded with a vote of thanks to the Chairperson and all members for their active participation. The next IQAC meeting was scheduled for 15/04/2021.

Dr. Esha Yadav

IQAC Coordinator

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Minutes of Meeting

Ref. No: AC/IQAC/2020-21/063

Date: 15/04/2021

IQAC Meeting

- **Date:** 15/04/2021
- **Time:** 10:00 AM
- **Venue:** Conference Room

Agenda:

1. Discussion on the National Education Policy (NEP) 2020
2. Planning Social and Extension Activities

Members Present:

- Dr. Ashish Malik, Chairperson
- Dr. Shubha Jain
- Dr. Neetu Singh
- Mr. K.P Singh
- Dr. Ashish Shukla
- Dr. Shail Dubey
- Dr. Amima Shoeb
- Ms. Shweta Bajpai
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2. Discussion on the National Education Policy (NEP) 2020



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The members discussed the key aspects of the National Education Policy 2020 and its implications for the institution. The importance of aligning academic and administrative practices with NEP 2020 was emphasized.

Resolution:

A committee was formed to draft an implementation plan for NEP 2020 for the institution.

3. Planning Social and Extension Activities

The need for engaging the institution in social and extension activities was discussed. These activities were seen as essential for the holistic development of students and for fulfilling the institution's social responsibility.

Resolution:

Activities will include community service projects, awareness campaigns, and collaborations with local NGOs.

4. Review of Internal Academic Audit

The findings from the internal academic audit conducted in April 2021 were presented. The discussion focused on areas of improvement identified in the audit.

Resolution:

The IQAC resolved to take immediate action on the identified areas for improvement. Department heads will be responsible for addressing the specific issues raised in their respective areas

Conclusion:

The meeting concluded with a vote of thanks to the Chairperson and all members for their active participation. The next IQAC meeting was scheduled for 10/07/2021.

Dr. Esha Yadav

IQAC Coordinator

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