

## INTERNAL QUALITY ASSURANCE CELL

### Minutes of Meeting

**Meeting No** : AIMS/AIQAC/2020-2021/01  
**Venue** : Google Meet Platform  
**Date** : 04.04.2020  
**Convener** : Dr. M. Kiran Reddy

#### Members Present:

Sl.No.	Name of the Members	Designation / Dept.	
1.	Dr. Kiran Reddy	Principal, AIMS	Chairperson
2.	Mr. Gopal Reddy	Director, AIMS	Member
3.	Dr. Byra Reddy VJ	Assoc. V-P Academics and Accreditations, UPES, Dehradun Regional Director – Asia, Board of Directors, IACBE, USA.	Nominee-Academia
4.	Mr. Priyanandan Reddy	COO, AIMS	Management Representative
5.	Dr. T Siddaiah	Professor of Management, AIMS	Member
6.	Mr. K. Venkatesh	Librarian, AIMS	Member
7.	Dr. Jayaprakash Reddy	Registrar, AIMS	Member
8.	Mr. Sridhar Gopal	External	Alumni Representative
9.	Prof. Jayashree Nair	Professor, MCA	Coordinator, IQAC

#### Agenda

Initiative	Outcome
Establish mechanism to facilitate and transition to Online Classes during the Covid-19 pandemic.	1) Set up Tools to facilitate online classes 2) Trained faculty on usage of tools like Google Meet and Zoom. 3) Ensured seamless transition for faculty and students to the online platform.
Facilitate learning in the virtual mode for faculty and students	1) Facilitated the Coursera for Campus Plan for the institute which saw enrollement of ____ students and ____ faculty members for various programs and ____ students and ____ faculty members successfully completed the MOOCS. 2) MoU with IIBx for MOOCs in specialization areas of Management.

	3) MoU with CAPSIM for virtual case based learning. 4) Introduction of simulations based learning. 5) Faculty members attended _____ online FDPs and training programs.
Take Feedback on curriculum from stake holders	Feedback forms on curriculum for students, faculty, alumni and industry re-visited and rendered to the stakeholders.
Facilitate learning through Webinars	All schools and AFC took initiative to conduct 15 webinars involving professionals from the industry and academia in relevant areas during the Covid-19 Pandemic.
Implement protocol to ensure prevention of COvid	
Every department is requested to create online content for at least one course under any of the programmes currently offered in the department. 11 departments have submitted the details of online content to be developed.	Resolved to send reminder to the pending departments to submit details of online content to be developed for MOOC courses and to authorize the Hon'ble Pro-Vice-Chancellor to nominate members for a review committee to examine quality and suitability of the MOOC courses.
Conduct awareness program on being Cyber Safe	Conducted
Participate In NIRF & CII	NIRF - Participated but private colleges not considered. CII survey - not ranked

**Date of next Meeting:**

Signature of the Convener

Initiative	Outcome
Introduction of MOOCs for all programs	1) Faculty entrusted to identify relevant MOOC courses in the Nptel and swayam platofrms that the students of their respective 2) Studio setup at AIMS for professional recording of the lectures with all necessary facilities. 3) Faculty of School of Management trained to go about the recording process. 4) measures initiated to associate with IIMBX for MOOCs.
Introduce Sessions on Liberal Arts and inclusiveness for holistic development	1) Panel discussion on diversity and inclusiveness organized 2) Program organized on the integration of liberal arts in education (Ashoka Model)
Identify agency to conduct green audit.	In progress
Take Feedback on curriculum from stake holders	Feedback forms on curriculum for students, faculty, alumni and industry re-visited and rendered to the stakeholders.
Introduce new pedagogy for Management programs	Simulations and Case based learning for Business Management students
Monitor activities of the departments and adherence to the calendar	Internal quality audits conducted
	Membership of EFMD
Automate the inventory management system of the institute	In progress
Ensure implementation of OBTL	Yes, in place
Ensure implementation of VAPs	Yes in all programs except BA
Conduct FDP on new pedagogical tools	FDP on Andragogical Approach to Teaching Learning and Bloom's Taxonomy organized
Organize sessions to disseminate latest technological trends and its applications amongst faculty and students.	Panel discussions and seminars organized in the areas of Blockchain technology, 3D printing, platform economy, Adobe tools, AI , ML, Cloud Computing & Robotics conducted..
Conduct awareness program on being Cyber Safe	Conducted
Organize program on Fire Fighting and First Aid	Conducted
Conduct programs to strengthen	FDPs conducted

OBTL	
Conduct workshop on Personality development for faculty	Workshop conducted in collaboration with Disha foundation.
Conduct training prgram for faculty members on using the Connexions Platform for Student engagement	Conducted
Conduct training programs for non-teaching staff	Conducted