

Order No.: IITM / DIR / 2023 / 01

Dated: 27.09.2023

OFFICE ORDER

Constitution of Internal Quality Assurance Cell (IQAC)

This is to inform all concerned that Internal Quality Assurance Cell is reconstituted as per the new guidelines and requirements of National Assessment and Accreditation Council, Bangalore w.e.f Academic Year 2023-24 as follows:

1. **Chairperson: Head of the Institution:**
 - Prof. (Dr.) Rachita Rana Director, IITM.
2. **Faculty Representatives from all levels:**
 - Prof. Vandana Raghava HoD, Dept. of Management Studies
 - Dr. Ganesh Kumar Wadhvani Dy. Director & HoD, Dept. of Computer Science
 - Dr. Deepika Arora HoD, MBA
 - Dr. Vikas Bharara HoD, Dept. of Commerce. & Examination Incharge
 - Dr. Nivedita Sharma HoD, Dept. of BA(JMC)
 - Dr. Harmeet Malhotra Associate Professor, Dept. of Computer Science
 - Ms. Anjaly Chauhan Assistant Professor, Dept. of Computer Science
 - Dr. Charul Nigam Assistant Professor, Dept. of Computer Science
 - Ms. Priyanka Rattan Assistant Professor, Dept. of Computer Science
3. **Members from Management:**
 - Shri J.C. Sharma Hon'ble Chairman, IITM
 - Shri Shiva Sharma Executive Director, IITM
4. **Senior Administrative Officer:**
 - Dr. Mandeep Singh Manager, Training & Placement
 - Dr. Dipti Gulati Librarian
5. **Nominee from Local Society/Trust, Students and Alumni**
 - Shri Satya Prakash Nominee, Mata Leelawati Shikshan Sansthan
Retd. IAS Officer
 - Ms. Kriti Arora Nominee, Mata Leelawati Shikshan Sansthan
 - Mr. Himanshu Matta Alumni Nominee
 - Ms. Saaniya Tanwar (MBA) Students' nominee

Prof. (Dr.) Rachita Rana

Page No. 1

Institute of Information Technology

D-29, Institutional Area, Janakpuri, New Delhi-110058

Tel. 011-2852 5051, 2852 5882, 2852 0239

E-mail: director@iitmipu.ac.in, Website: www.iitmjanakpuri.com



- Ms.Pooja Arora (B.Com(H)) Students' nominee
- Mr.Harshit Narang (BCA) Students' nominee
- Mr. Kshitij Srivastava(MCA) Students' nominee
- Ms.Shalini Pandey (BBA) Students' nominee
- Ms. Shivi Jaisingh(B.A(JMC)) Students' nominee

6. Nominee from Employer/ Industrialists /Stakeholders

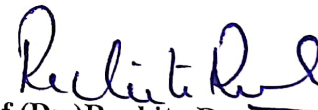
- Shri. Alok R.Tiwari Employee Nominee
Country Head & Director

7. Senior teacher as Coordinator/Director of IQAC

- Dr.Ramandeep Kaur Associate Professor, Dept. of Computer Science

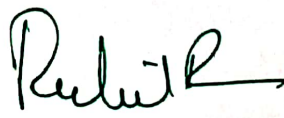
8. External Experts

- Prof(Dr.) M.N.Hoda Director, Bharti Vidyapeeth Institute of Computer Applications & Management, GGSIPU
- Prof. (Dr.) Devi Singh Former Vice-Chancellor, FLAME University & Director IIM Lucknow
- Prof. (Dr.) Saroj Kaushik Former HoD, Computer Science, IIT-Delhi
- Prof. (Dr.) MadhuVij Professor, Delhi University
- Prof. (Dr.) Sushila Madan Professor, LSR, Delhi University


 Prof.(Dr.) Rachita Rana
 Prof. (Dr.) Rachita Rana
 Director
 Institute of Information Technology
 & Management, New Delhi

Copy forwarded to the following members for kind information:

1. Chairman, For information
2. Website.
3. Office records
4. All Concerned.



Page No. 2
 Prof. (Dr.) Rachita Rana
 Director
 Institute of Information Technology



Minutes of Meeting

Name: Internal Quality Assurance Cell

Venue: Board Room

Meeting No: 27

Meeting Date: 16.5.2024

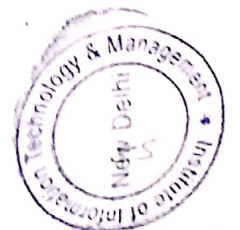
Meeting Time: 11:00am

Agenda:

1. To discuss Action Taken Report of 26th meeting of IQAC
2. Discussion on Assessment of SSR for NAAC Cycle -3
3. Review of AQAR for MBA programme.

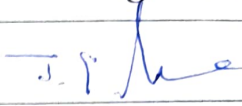


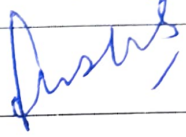
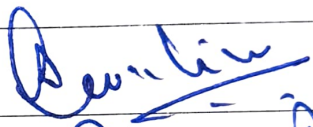
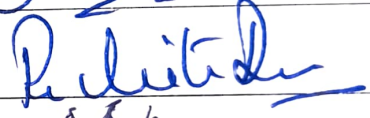
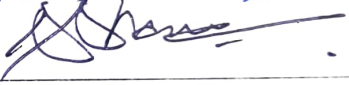
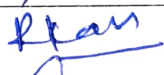
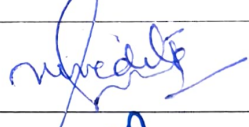
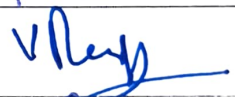

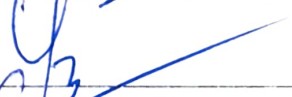
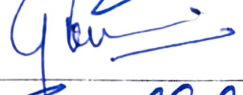




Prof. (Dr.) Rachita Rana
Director
Institute of Information Technology
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59

LIST OF ATTENDEES

S. No.	Name	Signature
1.	Shri. J. C. Sharma (President — MLSS)	
2.	Shri. Rakesh Sharma (Secretary — MLSS)	—
3	Prof. (Dr.) Devi Singh (Former Vice-Chancellor, FLAME University & Director IIM Lucknow)	
4.	Prof. (Dr.) Saroj Kaushik (Former HoD, Computer Science, IIT- Delhi)	
5.	Prof. (Dr.) Madhu Vij (Professor, Delhi University)	ONLINE
6.	Prof. (Dr.) Sushila Madan (Professor, LSR, Delhi University)	
7.	Prof. (Dr.) M N Hoda (Director, BVICAM, GGSIPU, Delhi)	—
8.	Mr. Alok Tiwari (Vice —President, Group. One)	
9.	Prof. (Dr.) Rachita Rana (Director—IITM & Member Secretary)	
10	Mr. Shira Sharma (Executive Director — IITM)	
11	Dr. Ramandeep Kaur	
12	Dr. Nivedita Sharma	
13	Dr. Mandana Raghava	
14	Dr. Deepika Asora	
15	Dr. Vikas Bharara	
16	Dr. Ganesh Wadhvani	
17	Dr. Gopal S. Latwal	
18	Dr. Mandeep Singh.	
19	Ms Saurabh Gandhi.	ONLINE

A meeting of the Board of Management of Institute of Information Technology & Management (IITM) was held on Thursday, the 16th of May 2024 at 11:30 am in IITM Board Room at D-29, Janakpuri Institutional, and New Delhi. Following members were present in the meeting.

S.No.	Name	Designation
1	Shri. J. C. Sharma	President — MLSS
2	Prof. (Dr.) Devi Singh	Former Vice-Chancellor, FLAME University & Director IIM Lucknow
3	Prof. (Dr.) Saroj Kaushik	Former HoD, Computer Science, IIT-Delhi
4	Prof. (Dr.) MadhuVij	Professor, Delhi University
5	Prof. (Dr.) Sushila Madan	Professor, LSR, Delhi University
6	Mr. Alok Tiwari	Vice President, Group.One
7	Prof. (Dr.) Rachita Rana	Director—IITM & Member Secretary
8	Shri Shiva Sharma	Executive Director, IITM (Special Invitee)
9	Dr. Ganesh Wadhvani	Deputy Director & HOD-IT
10	Dr. VikasBharara	HOD-Dept. of Commerce
11	Dr. Deepika Arora	HOD-MBA
12	Prof. (Dr.) VandanaRaghava	HOD-BBA
13	Dr. Nivedita Sharma	HOD-BA (JMC)
14	Dr. Ramandeep Kaur	IQAC-Coordinator
15	Dr. Gopal Singh Latwal	Academic Coordinator & Incharge-IR Planning (Special Invitee)
16	Dr. Mandeep Singh	Training & Placement Manager

Following members could not attend due to prior commitments.

S.No.	Name	Designation
1	Prof. (Dr.) M N Hoda	Director, BVICAM, GGSIPU, Delhi

1. Confirmation of Minutes of Meeting dated 16.10.2023 -Confirmed

ACTION TAKEN REPORT
(Based on Previous Minutes of Meeting)

Action Taken	Date of Completion	Reason for deferred action (if any)	New Date for Task Completion
As Discussed with the Director and NAAC Criteria Coordinators the revisions were made and updated documents were submitted to IQAC Team.	-		July 22, 2024
Committee coordinators have submitted their respective files as per the checklist provided to them	June 26, 2024		
Faculty members learned the usage of various latest ICT tools and prepared various ML/AI based assignments for			

Prof. (Dr.) Rachita Rana
Director

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11



the students' academic experiences and also equip them with essential skills as well as knowledge needed to thrive in the evolving landscape of emerging technologies.

Committee Policies were finalized and disseminated amongst the Stake holders

2. Minutes of Meeting-27th IQAC Meeting(16.05.2024)

S.No	Proposed Decision	Task Allocation	Target Date
1.	With regard to NAAC preparedness, the IQAC coordinator raised a concern regarding the lack of activities conducted during COVID-19 pandemic. The Board reassured that this situation was understandable, as it is a challenge encountered by other institutions as well.	As per NAAC compliance to be done by IQAC	
2.	The board has advised that, in the absence of specific guidelines for assessing the attainment of Course Outcomes (COs) in the end-term question paper, concerned departments should take the initiative to align the questions with the COs. The external question paper should be mapped based on the overall marks. Before finalizing and submitting the data, it is recommended to have an external to evaluate & review progress.	HODs in accordance with PCs For further discussion, IQAC to consult Prof.MadhuVij	- July15, 2024
3.	The board recommended closing the CO-PO mapping loop for continuous improvement. It has been advised to conduct a gap analysis to identify discrepancies and outline how these gaps will be addressed, noting that the approach will differ for each paper.	HODs in accordance with PCs	Odd Semester AY 2024-25
4.	The board recommended developing a template or handbook for CO-PO mapping	Prof. (Dr.) Rachita Rana Director IQAC	To meet Prof. MadhuVij for review

Prof. (Dr.) Rachita Rana
Director

Institute of Information Technology
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New Delhi

62



4.	The board recommended developing a template or handbook for CO-PO mapping as a good practice. Prof. (Dr.) MadhuVij, Professor, Delhi University will review this and provide suggestions.	IQAC	To meet Prof. MadhuVij for review July 15, 2024
5.	The board recommended not basing student grading solely on their 12th-grade marks to avoid prejudice. Instead, they suggested evaluating students' progress throughout the semester before assigning grades. They advised implementing a targeted strategy to address students' needs. Upon admission, students should not be immediately graded to prevent demotivation. Instead, they should be counseled and supported in their weaker areas, without labeling them as slow or advanced learners. NAAC and NBA evaluations inquire about the institute's approach to dealing with different types of learners. One approach is to engage students in joint projects outside of class. The board emphasized the importance of unlearning old concepts before learning new ones and suggested redefining the notion of slow and advanced learners.	IQAC and HODs	

3. Any other point for deliberation to be presented to higher authorities:
None

RKaur

Dr. Ramandeep Kaur
IQAC-Coordinator

Rachita Rana

Prof. (Dr.) Rachita Rana
Director

- Cc: 1. Chairman
2. IQAC File
3. IQAC Members
4. Webadmin

Rachita Rana

Prof. (Dr.) Rachita Rana
Director
Institute of Information Technology
& Management, New Delhi



63



Latika Malhotra <latika.malhotra@iitmipu.ac.in>

Fwd: Invitation to be a member of Board of Management of IITM

1 message

Dr. Ramandeep Kaur <iqac@iitmipu.ac.in>
To: Latika Malhotra <latika.malhotra@iitmipu.ac.in>

Mon, Jan 13, 2025 at 4:37 PM

----- Forwarded message -----

From: Dr. Ramandeep Kaur <iqac@iitmipu.ac.in>
Date: Thu, 18 Jan 2024 at 2:01 PM
Subject: Re: Invitation to be a member of Board of Management of IITM
To: <mca@bvicam.ac.in>

Dear Sir

Thank you very much for accepting the invitation. Looking forward for fruitful discussions with you

Warm Regards!
Dr.Ramandeep Kaur

On Wed, Jan 17, 2024 at 4:14 PM Prof. M. N. Hoda <mca@bvicam.ac.in> wrote:

Dear Dr. Ramandeep,

I hereby gladly convey my confirmation.

Thanking you with best wishes,

-

(Prof. M. N. Hoda)

Editor-in-Chief, International Journal of Information Technology (BJIT), Published by Springer Nature (Singapore); Indexed at SCOPUS and UGC-CARE

Editor-in-Chief, International Journal of Research in Multidisciplinary Studies (IJRMS), Published by IMP, New Delhi

General Chair, **INDIACom - 2024**

Chairman, Stand. Committee on Technical and Professional Activities (Seminars) and Inter Society Relations, IEEE Delhi Section

Executive Vice Chair, IEEE Delhi Section

Member, National Governing Council, IETE New Delhi

Director

Bharati Vidyapeeth's

Institute of Computer Applications and Management (BVICAM)

A-4, Paschim Vihar, Adjacent to Paschim Vihar (East) Metro Station (on Green Line)



Rachita Rana
Dr. Rachita Rana

Director
Institute of Information Technology & Management
Paschim Vihar, New Delhi

Rohtak Road, New Delhi - 110063

Mobile: +91-9212022066 | **EPABX:** +91-8130176573; +91-11-25275055, 25255056

E-Mail IDs: mca@bvicam.ac.in; director@bvicam.in; mca.hoda@gmail.com

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👉Radio Bharati: <https://instagram.com/bharati.times?igshid=YmMyMTA2M2Y=>

LinkedIn

👉BVICAM: <https://www.linkedin.com/in/bvicam-new-delhi>

👉Bharati News: <https://www.linkedin.com/company/bharatinewsindia/>

Twitter

👉Bharati News: https://twitter.com/BharatiNews_?t=KEQB7OcqMJ72FU73iIXCJA&s=08

YouTube

👉BVICAM: <https://youtube.com/@bvicamnewdelhi6802>

👉Bharati News: <https://youtube.com/@bharatinews3460>

👉Radio Bharati: <https://youtube.com/@radiobharati>

From: Dr. Ramandeep Kaur <iqac@iitmipu.ac.in>

Sent: Wednesday, January 17, 2024 2:18 PM



Rachita Rana
Dr. Rachita Rana
Director
Institute of Information Technology & Management

To: mca@bvicam.ac.in; Mn Hoda <mca.hoda@gmail.com>
Subject: Invitation to be a member of Board of Management of IITM

Respected Sir,

The Institute of Information Technology and Management (IITM) was set up in 1999 under the aegis of Mata Leelawati Shikshan Sansthan (MLSS), a registered education society engaged in philanthropic activities, with the Late Shri T.N. Chaturvedi, the well-known educationist, parliamentarian, ex-Governor of Karnataka and CAG of India and Padma Vibhushan Awardee, as founder President of both the society and the Institute. The institute is Accredited Grade "A" by National Assessment and Accreditation Council (NAAC), Approved by AICTE, Rated as Category 'A+' by SFRC & 'A' by JAC Govt. of NCT of Delhi, Recognized U/s 2(f) of UGC Act and Affiliated to Guru Gobind Singh Indraprastha University, New Delhi. The campus is located in pollution free salubrious surroundings, in close proximity to Delhi Metro Rail. The Institute takes pride in having developed the faculty support and infrastructure imperative to effectively implement 'Outcome Based Education'- a technology-based, learner centric and result-oriented approach which enhances students' learning and performance capabilities. We are passionate about grooming the nation's youth to grow into good human beings and excellent professionals destined to become torch bearers of their respective domains. IITM conducts a plethora of short duration skill enhancement and syllabus enrichment workshops related to areas of management specializations and emerging technologies. We have a strong alumni network of over 4800 professionals working at various management levels in the leading corporate houses of the country.

We make a constant endeavor to improve our internal processes to facilitate our budding professionals so as to develop their skills to match the expectations of dynamic corporate world. In this regard, we connect with the best in industry and academia for their invaluable suggestions and guidance. On Behalf of IITM College, I formally invite your esteemed self to be a part of **Board of Management of Institute of Information Technology and Management**. We shall be highly obliged if you could kindly accept our invitation to be our esteemed board member. As a member of our Board of Management we solicit your participation in our Annual meeting of Board of Management besides supporting us with your benign presence during any major accreditation by regulating bodies if required. I am earnestly awaiting a positive reply from your side at the earliest so that i can proceed further. I request you to kindly acknowledge receipt of this mail.

Thanking you for your kind consideration.

Warm Regards,

Dr. Ramandeep Kaur

IQAC Coordinator (IITM)

Institute of Information Technology & Management
D-29, Institutional Area, Janakpuri, New Delhi-110058
Mo: 9910770024 , 011-28525882, 011-28525051, 011-28520239



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Dr. Rachita Rana
Director
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www.iitmjanakpuri.com

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"Accredited Grade 'A' by NAAC"

"Rated Category 'A+' by SFRC & Category 'A' (highest rating) by JAC"

"Recognized under Section 2(f) of UGC Act, 1956"

"Approved by AICTE, MHRD, Govt. of India"

"An ISO 9001:2015 & 10002:2014 Certified Institute"

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Dr. Rachita Rana
Director
Institute of Information Technology & Management
Janakpuri, New Delhi





Latika Malhotra <latika.malhotra@iitmipu.ac.in>

Fwd: Invitation to be a member of Board of Management of IITM

1 message

Dr. Ramandeep Kaur <iqac@iitmipu.ac.in>
To: Latika Malhotra <latika.malhotra@iitmipu.ac.in>

Mon, Jan 13, 2025 at 4:38 PM

----- Forwarded message -----

From: **Alok R. Tiwari** <art@group.one>
Date: Tue, 23 Jan 2024 at 8:23 AM
Subject: Re: Invitation to be a member of Board of Management of IITM
To: Dr. Ramandeep Kaur <iqac@iitmipu.ac.in>, Alok R. Tiwari <art@one.com>

Good morning M'am.

I acknowledge the efforts your institute is making to create a large impact on the society by providing quality education.

Will be happy to contribute and participate anyway that can help further

Regards - Alok

From: Dr. Ramandeep Kaur <iqac@iitmipu.ac.in>
Sent: Wednesday, January 17, 2024 2:00:45 PM
To: Alok R. Tiwari <art@one.com>
Subject: Invitation to be a member of Board of Management of IITM

Respected Sir,

The Institute of Information Technology and Management (IITM) was set up in 1999 under the aegis of Mata Leelawati Shikshan Sansthan (MLSS), a registered education society engaged in philanthropic activities, with the Late Shri T.N. Chaturvedi, the well-known educationist, parliamentarian, ex-Governor of Karnataka and CAG of India and Padma Vibhushan Awardee, as founder President of both the society and the Institute. The institute is Accredited Grade "A" by National Assessment and Accreditation Council (NAAC), Approved by AICTE, Rated as Category 'A+' by SFRC & 'A' by JAC Govt. of NCT of Delhi, Recognized U/s 2(f) of UGC Act and Affiliated to Guru Gobind Singh Indraprastha University, New Delhi. The campus is located in pollution free salubrious surroundings, in close proximity to Delhi Metro Rail. The Institute takes pride in having developed the faculty support and infrastructure imperative to effectively implement 'Outcome Based Education'- a technology-based, learner centric and result-oriented approach which enhances students' learning and performance capabilities. We are passionate about grooming the nation's youth to grow into good human beings and excellent professionals destined to become torch bearers of their respective domains. IITM conducts a plethora of short duration skill enhancement and syllabus enrichment workshops related to areas of management specializations and emerging technologies. We have a strong alumni network of over 4800 professionals working at various management levels in the leading corporate houses of the country.

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IQAC Coordinator (IITM)

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"An ISO 9001:2015 & 10002:2014 Certified Institute"

Kind regards,

Alok R. Tiwari
SVP India

 group.one

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Carlsgatan 3 | 211 20 Malmö | Sweden

[group.one](#) | [LinkedIn](#)

Rachita Rana
Dr. Rachita Rana
Director
Institute of Information Technology & Management

