

BABA EDUCATIONAL SOCIETY INSTITUTE OF PARAMEDICAL COLLEGE OF NURSING

Document No: BES/IQAC/C/9/2019

Date: 22-8-19

CIRCULAR (SESSION 2019-20)

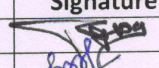
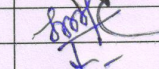
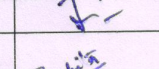
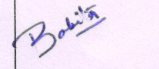
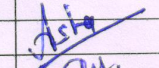
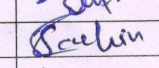
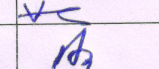
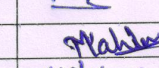
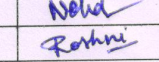

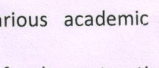
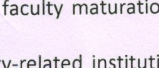
To deliver the optimum Quality Services to the Students & maintain the standards of all academic & non-academic areas across the organisation, the management has decided to form various committees with the chosen representatives to supervise the concerned activities in their respective fields.

The management is pleased to recruit the under signees as the part of the committee for the current year with the following details:

COMMITTEE NAME: INTERNAL QUALITY ASSURANCE COMMITTEE

Meeting Schedule: Quarterly as per meeting calendar & as desired by the chairman

Quorum: 50% of the members

SN	Name	Designation	Role	Signature
1	Mr. Rajesh Vajpayee	Managing Director	Chair Person	
2	Dr. P. Kangeswari	Principal	Member	
3	Mrs. Lubna	Vice Principal	Member	
4	Miss. Babita Bisht	Clinical instructor	IQAC Co-ordinator & Secretary	
5	Mrs. Asha Bhandari	Senior faculty	Member	
6	Mr. Om Prakash Sharma	Faculty	Member	
7	Mr. Sachin Chhari	Faculty	Member	
8	Dr. V.P. Chaturvedi	Administrator	Member	
9	Dr. Ashok Verma	Industry Expert	External Member	
10	Mrs. Mahima Raikwar	HR Representative	Member	
11	Ms. Neha Yadav	Alumni	Member	
12	Ms. Roshni Kashudhan	Student	Member	

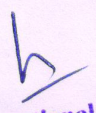
The scope of the committee can be expressed as follows (but not limited to):

- To act as a central committee to undertake all Quality concerned operations in the Institute
- Development and application of Quality Culture/quality benchmarks/parameters for various academic and administrative activities of the institution
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes
- Dissemination of information on various quality parameters of higher education
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
- Documentation of the various programmers/activities leading to quality improvement
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices
- Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

(Director)

Authorised Signatory

CC: All Members


Baba Educational Society
Institute Of Paramedical
College of Nursing
Chinhat, Lucknow-226028

**BABA EDUCATIONAL SOCIETY INSTITUTE OF PARAMEDICAL
COLLEGE OF NURSING**

Document No: BES/IQAC/M/06/2020

Date: 4/6/2020

MINUTES OF MEETING

General Details

Committee: Internal Quality Assurance Committee
Date: 4/6/2020
Time: 1:30-2:00
Venue: Conference Hall
Chairperson: Mr. Rajesh Vajpayee
Agenda: Routine Review Meeting

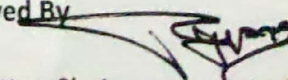
Attendance details:

Attendees	Absentee
Mr. Rajesh Vajpayee	
Dr. P. Kangeswari	
Mrs. Lubna	
Ms. Babita Bisht	
Mrs. Kumari Nutan	
Mrs. Asha Bhandari	
Mr. Om Prakash Sharma	
Mr. Sachin Chhari	
Dr. V. P. Chaturvedi	
Dr. Ashok Verma	
Mrs. Mahima Raikwar	

Discussion Details:

Discussion	Action	Responsibility	Target Time
Initiation of NAAC Application submission	Registration on NAAC portal has to be undertaken for initiating NAAC Application	Quality Co-ordinator & Clerical Staff	1 week
	Institutional Information for Quality Assessment has to be prepared and uploaded in NAAC Portal	Quality Co-ordinator	15 days
Awareness on NAAC Accreditation	Sensitization session has to be planned for all faculty & non-faculty members	Principal & Quality Co-ordinator	15 days
Feedback Initiation	Initiating online student feedback & curriculum feedback form from various stakeholders & undertaking analysis and CAPA as per proposed inputs	Quality Co-ordinator & respective criteria champions	30 days

Next Meeting: As per schedule

Prepared by Committee Secretary- Babita Bisht	Approved By  Committee Chairperson- Rajesh Vajpayee
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Document No: BES/IQAC/C/9/2020

Date: 27-5-20

CIRCULAR (SESSION 2019-20)

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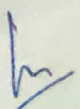
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Authorised Signatory

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