



Jagannath International Management School

MOR, Pocket 105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)

Accredited by National Assessment and Accreditation Council (NAAC)

Date : 27.04.2026

Minutes of IQAC Meeting held on 23rd April, 2026

JIMS IQAC meeting was held on 23rd April, 2026. The meeting was attended by the following:

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| 1. Dr. Anuj Verma,
(Director, JIMS Kalkaji) | 6. Prof. R K Mittal
(Vice Chancellor,
Ch.Bansilal University, Bhiwani) |
| 2. Dr. Prashant Kumar
(HOD, B.COM(H), JIMS Kalkaji) | 7. Mr. Ashwani Agarwal
(Rep Local Society) |
| 3. Dr. Ruchi Srivastava,
(HOD, BBA, JIMS Kalkaji) | 8. Mr. Deepak Mehra
(Head, T&D, Kenstar) |
| 4. Dr. Preeti Singh
(IQAC Coordinator) | 9. Dr. (Cdr) Satish Seth
(Former Director General, JIMS) |
| 5. Dr. Surbhi Gosain
(Member) | |

At the outset all board members were thanked for taking time out from their busy schedules to attend the meeting.

The following were the agenda points for the IQAC meeting:

1. Review progress of online training programmes and percentage of students completing internship/project work and training.
2. Annual report for VAC courses in BBA & B.Com department
3. Student satisfaction survey report and analysis
4. Annual Department Report
5. Review Minutes of the last IQAC meeting
6. Update on even semester quality report

The actions proposed and the action taken on various agenda points are as follows:

Sl. No.	Description/Agenda	Action/ Information	Action Taken Report
1	Review progress of online training programmes and percentage of students completing internship, project work and training	<ul style="list-style-type: none"> The progress of online training programmes and completion status of internships/project work was reviewed. It was proposed to monitor the percentage of students completing the required training components. Project mentors to submit status to process coordinator 	<ul style="list-style-type: none"> Dr. SurbhiGosain submitted the data sheet and the certificate for projects completed by BBA and B.Com department Pending reports and certificates to be completed and submitted to DrSurbhiGosain.
	Annual report for VAC courses in BBA & B.Com department	<ul style="list-style-type: none"> Total 6 VAC courses was introduced in BBA and B.Com departments. 3 VAC courses in even semester and 4 in odd semester Course coordinators to submit attendance sheets, summary reports, course plan, assessment and certificates to Ms. Pooja 	<ul style="list-style-type: none"> Course coordinators to submit reports of VAC courses to Ms Pooja by 15th May 2026. Ms. Pooja to prepare Annual reports for VAC courses
3	Student satisfaction survey report and analysis	<ul style="list-style-type: none"> Dr.NitiSaxenahas initiated the student satisfaction survey in both BBA and B.Com department. Key improvement to be identified based on student feedback. 	<ul style="list-style-type: none"> Dr. NitiSaxena to analysis the results of student satisfaction survey and corresponding corrective action to be taken. The report to be submitted to Director and to be presented to governing body members



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4	Annual Department Report	1. Process holders to submit annual records of assigned criteria to IQAC coordinator for the preparation of departmental reports	<ul style="list-style-type: none">Process holders have been informed to submit the required records by 3rd May 2026.Dr. Preeti Singh to prepare Annual department Report for BBA and B.Com department
5	Review Minutes of the last IQAC meeting	<ul style="list-style-type: none">Minutes of the previous IQAC meeting were reviewed.Status of action taken on previous agenda points was discussed.	<ul style="list-style-type: none">All action taken reports were reviewed and found satisfactory.Pending items were communicated to concerned members for completion.
6	Update on even semester quality report	<ul style="list-style-type: none">Dr. Preeti Singh briefed the members about the preparation of the even semester quality assurance report.Criteria owners to submit relevant data and supporting documents.	<ul style="list-style-type: none">Data templates and guidelines have been shared with criteria owners.Criteria owners to submitted the required data by 3rd May 2026.

The meeting was attended by all the faculty members, HODs and Director. The Meeting ended with a vote of thanks to the Chair.

Dr. Anuj Verma
Director

Dr Preeti Singh
IQAC Coordinator