

**MINUTES OF THE IQAC MEETING HELD ON 11-2-2021**  
**AGENDA: FINE TUNING OF CRITERION- 2 AND DISCUSSION OF CRITERION-3**

**Time: 11.30 am**

**Mode: Offline**

**Venue: JAIN (Deemed-to-be University)  
J P Nagar Campus**

**Members present:**

1. Director- Research
2. Dean –Student Welfare
3. Campus Directors
4. Heads of the Department
5. IQAC Coordinators
6. Director-ODL programme
7. Director- IQAC - Convener

The proceedings are as follows:

Fine Tuning of Criterion2 and Discussion of Criterion3

**Agenda item no 1;**

All the metrics received pertaining to Criterion1 were discussed with the Heads of the department and were found to be satisfactory.

**Agenda item no 2:**

Fine tuning of Criterion 2 was discussed. Department's wise received inputs were discussed and were asked to provide more inputs wherever needed. Sample files received and approved will be shared for reference. IQAC coordinators of respective schools were asked to maintain the filled mentorship forms and to share it with the IQAC office when asked for.

**Agenda item no: 3**

Director- Research discussed each metric under Criterion 3.

**Agenda item no: 4**

Deadline for revised inputs for Criterion 2to be receivable by IQAC is 16<sup>th</sup> February 21  
Departments to maintain the documents pertaining to each criterion.

**Sd/-**

**Director IQAC**

**ACTION TAKEN REPORT:**

- 1. Details of Criterion 1 & 2 as received were fine tuned.**
- 2. Inputs for each metric under criterion 3 was submitted.**
- 3. The deadline for submission for inputs for Criterion 2 was complied with.**