



Minutes of Meeting

Meeting held on: 4 January, 2026

Time: 11:00 AM

Venue: Room C-303

Agenda 1: Review and Strengthening of the Mentorship Programme

The committee held a detailed discussion on the implementation and strengthening of the mentorship programme for undergraduate students across BBA, BCA and BA Economics (H) programmes. The mentorship framework was deliberated separately for first-year, second-year and third-year students, keeping in view their academic progression, emotional needs and career preparedness requirements. For first-year students, the mentorship programme will focus on academic orientation, transition to higher education, time management, confidence building and adaptation to institutional culture. For second-year students, the emphasis will be on academic consolidation, skill development, participation in co-curricular activities and career awareness. For third-year students, the mentorship programme will focus on placement readiness, higher education planning, professional grooming, emotional well-being and transition to the professional world. Mentors will conduct regular interactions, maintain mentoring records and provide individualized guidance to ensure holistic student development.

Agenda 2: Identification Parameters for Fast and Slow Learners

The committee discussed and finalized objective parameters for the identification of fast learners and slow learners across all programmes to facilitate targeted academic support and mentoring interventions. It was unanimously resolved that student categorization will be based on a combination of Continuous Internal Evaluation (CIE) performance, Mid-Semester Examination results, classroom participation, attendance record, faculty observation and previous semester academic performance. The committee emphasized that this comprehensive and data-driven approach will ensure fairness, transparency and timely academic intervention through remedial classes, enrichment sessions and personalized mentoring.

Agenda 3: Planning of Intra-College Techno-Cultural Fest – VERVE 2026

The committee initiated detailed planning for the Intra-College Techno-Cultural Fest **VERVE 2026**, envisioned as a flagship student engagement event encompassing technical competitions, cultural performances, management events, innovation showcases, literary activities and recreational events. The fest aims to ensure interdisciplinary participation from BBA, BCA, BA Economics (H) and MCA students. The committee proposed inviting a celebrity guest, **Krishna**, to enhance student engagement, outreach and institutional visibility. It was decided to constitute sub-committees for technical events, cultural events, logistics,



sponsorship, publicity and discipline to ensure systematic planning and smooth execution of the fest.

Agenda 4: Commencement of New Academic Semesters

The committee reviewed and approved the schedule for the commencement of new academic semesters. It was noted that Semester II and Semester IV for undergraduate programmes will commence on 16th January 2026. Semester II will commence for BBA, BCA and BA Economics (H) Batch (2024–28), while Semester IV will commence for BBA, BCA and BA Economics (H) Batch (2023–26). Further, it was noted that Semester II for MCA Batch (2025–27) and Semester IV for MCA Batch (2024–26) will commence on 19th January 2026. Faculty members were advised to ensure timely syllabus planning, academic preparedness and student orientation for a smooth academic transition.

Agenda 5: Planning of Academic Enrichment, Workshops and Industry Interaction Activities

The committee discussed and approved a series of academic enrichment programmes, workshops and industry interactions aimed at enhancing employability, technical competence and industry relevance. It was proposed to organize *From Economics to Analytics: Industry Relevance and Career Paths* on 6th February 2026 for BA Economics (IV Semester) by Mr. Pranjal Gupta, Senior Associate (Management Consulting), PwC US Advisory. *Investment Insights: A Special Talk* will be organized in the second week of February 2026 for BA Economics (H) by Dr. Shegorika (IIFT), followed by *Mind Meets Market – Dialogue with an Expert* in the second week of March 2026 by CA Pawan Arora (PhD, Chamber of Commerce). The committee also approved *Investment Gateway: A State-Level Simulation* scheduled on 22nd April 2026 for all courses.

Technical training programmes for MCA students were also reviewed, including *Building Strong Coding Fundamentals using C & C++* in January 2026 by Mr. Yash and Mr. Rohit, and *Problem Techniques Using Java* from 12th to 16th January 2026 by Mr. Amit Srivastava. The committee further noted that workshops on Generative AI and Data Analytics for MCA students and a Robotics Workshop are under planning. The *Bali Immersion Programme* scheduled on 27th January 2026 for BBA, BCA and BA Economics (H) students, coordinated by Mr. Ishan Taneja, was also acknowledged.

Agenda 6: Planning of Annual IT Seminar and Inter-College Student Convention

The committee discussed and initiated planning for two major academic events to be organized during the upcoming semester under the Department of Information Technology. It was proposed to organize 22nd annual IT symposium TECHBYTE on 14th February 2026, under the coordination of Dr. Chetna Laroiya and Dr. Manjot Kaur Bhatia. The seminar will focus on contemporary technology themes and industry relevance, and will include expert sessions, panel discussion and student interaction to strengthen academic enrichment and professional exposure.



The committee further reviewed the planning of PRASTUTI Ideathon Convention (Inter-College Paper Presentation) scheduled on 14th March 2026, under the coordination of Dr. Archana B. Saxena, Professor (IT) and Dr. Deepti Sharma, Associate Professor (IT). The event will serve as a platform for students to present innovative ideas and research-based papers, encouraging critical thinking, presentation skills and inter-college academic exchange.

The committee emphasized timely formation of organizing committees, structured event planning, proper documentation and wide outreach to ensure successful execution of both events.

Review and Way Forward

After detailed deliberations, the committee appreciated the structured mentorship planning, academic preparedness and student-centric initiatives proposed for the upcoming semester. It was recommended to ensure timely execution, proper documentation and outcome-based assessment of all activities. The committee emphasized continuous monitoring, student feedback and inter-departmental coordination to enhance the effectiveness and impact of academic, co-curricular and professional development initiatives.

The meeting ended with a vote of thanks by Dr. Bharti Rana to all members present.

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Prepared By

Mr. Pradeep Palei

Checked and verified By

Dr. Bharti Rana

IQAC Coordinator

Reviewed and Approved By

Dr. Pooja Jain

Director & IQAC Chairperson



Attendance Sheet of MOM dated 4th January, 2026

S. NO.	Faculty Name	Designation	Signature
1	Dr. Pooja Jain	Director and Chairperson	
2	Mr. Deepak Gupta.	Treasurer, Jagannath Gupta Memorial Educational Society (Regd.)	
3	Dr. Praveen Arora, Principal	Hod/Dean	
4	Dr. Pratima Daipuria	Dean, Professor	
5	Dr. Sonia Dhir	HOD IB Programme, Associate Professor	
6	Dr. Neelam Dhall	Dean Reserach	
7	Dr. Parminder Bajaj	Professor	
8	Dr. Deepshikha Aggarwal	Professor	
9	Dr. Manjot Kaur Bhatia	Professor	
10	Dr. Amisha Gupta	Associate Professor	
11	Mr. Akshay Kumar	CTO	
12	Ms. Anjali Madan	Programme Incharge	
13	Dr. Bharti Rana	Assistant Professor (IQAC Coordinator)	
14	Mr. P C Jain	Bawana Industrial Association	
15	Mr. Vivek Nanda	Nominee from Local Society	
16	Mr. Chhavi Takroo	Nominee from Student	
17	Mr. Aditi Jain	Nominee from Student	
18	Mr. Clifford Lawrence	Nominee from Alumni	
19	Ms. Vani Malhotra	Nominee from Alumni	