

Subject: Constitution of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY

Order issued - As approved by the Board of Management meeting dated 9th August 2021

Date: 14-10-2021

Constitution of Internal Quality Assurance Cell (IQAC)

Chairperson: Head of the Institution

Members: A few senior administrative officers
Three to eight teachers
One member from the Management
One/two nominees from local society, Students and Alumni
One/two nominees from Employers /Industrialists/stakeholders
Director of the IQAC
One or more senior teacher/administrator as coordinators

Terms of references:

- The term of the Internal Quality Assurance Cell shall be for two years
- The members shall meet at least four times a year. Furthermore, they may meet as and when it is necessary
- The cell may invite members as and when needed

Orders of Composition of the Internal Quality Assurance Cell to be issued accordingly with effect from 15th December 2021.

FOR ATLAS SKILLTECH UNIVERSITY,



Dr. Indu Shahani
Chancellor
ATLAS SKILLTECH UNIVERSITY



To: Office of the Registrar

CC: Office of the Vice Chancellor

Subject: Composition of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY
Order issued - As approved by the Vice Chancellor of the ATLAS SKILLTECH UNIVERSITY

Date: 15-12-2021


Internal Quality Assurance Cell (IQAC)

Sr. No.	Name	Position in Committee
1.	Dr. Rajan Welukar	Chairperson- Head of the Institution
2.	Prof. Meena Krishna	Senior administrative officer - Registrar
3.	Dr. Aaradhna Khare	Senior administrative officer - Director, Board of Assessment & Evaluation
4.	Mr. Subodh Khanna	Senior administrative officer – Chief Finance &Accounts Officer
5.	Ms. Bhargavi Deshpande	Senior administrative officer - Director, Student Welfare
6.	Prof. Anando Dutta	Director, ATLAS ISDI School of Design and Technology
7.	Dr. Kamatchi Iyer	Director, ATLAS ISME School of Management and Entrepreneurship
8.	Mr. Uttam Kumar	Teacher
9.	Dr. Jayashree Balasubramanian	Teacher
10.	Dr. Yukti Khajanchi	Teacher
11.	Dr. Malcolm Homavazir	Teacher
12.	Dr. Shefalika Narain	Teacher
13.	Mr. Siddharth Shahani	Management Representative
14.	Ms. Chandani Parekh	One nominee from local society
15.	Mr. Sundeep Bhurjee	One nominee from Student
16.	Mr. Gavin Remedios	One nominee from Employers
17.	Prof. Hina Thakker	Director IQAC
18.	Dr. Zuleika Homavazir	IQAC Coordinator (Academics)
19.	Mr. Imran Kapadia	IQAC Coordinator (Administration)

Terms of references:

- The term of the Internal Quality Assurance Cell shall be for two years.
- The members shall meet at least four times a year. Furthermore, they may meet as and when it is necessary.
- The cell may invite members as and when needed.

FOR ATLAS SKILLTECH UNIVERSITY,



Prof. Meena Krishna
Registrar

ATLAS SKILLTECH UNIVERSITY

To: All the members of Internal Quality Assurance Cell



FIRST MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2021-22

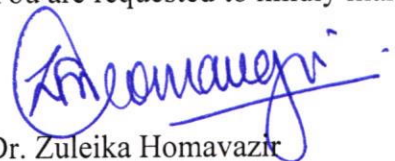
NOTICE

Notice is hereby given that the first meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2021-22 shall be held on 19th December 2021, at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To take on record the Quality Policy adopted by the University.
4	To note the new programs introduced form Academic Year 2021-22 along with their outcomes.
5	To apprise members about the Academic Calendar for A.Y. 2021-22.
6	To apprise members about the Value-Added Courses offered for A.Y. 2021-22.
7	To plan the Quality measures for academic and administrative excellence at the university.
8	To discuss various parameters for Quality Audits and to plan audit calendar.
9	To discuss mechanism for obtaining Feedback from various stakeholders.
10	To take on record Faculty Student Ratio for Academic year 2021-22.
11	To present and consider the draft of IQAC process manual.
12	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.



Dr. Zuleika Homavazir
IQAC Coordinator (Academics)

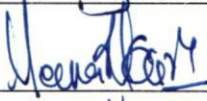


To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE FIRST MEETING OF THE INTERNAL QUALITY ASSURANCE CELL MEETING OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2021-22 HELD 19th DECEMBER 2021 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

MINUTES OF FIRST MEETING OF THE INTERNAL QUALITY ASSURANCE CELL MEETING OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2021-22 HELD 19th DECEMBER 2021 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Heena Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

All members requested Dr. Rajan Welukar, Vice Chancellor, ATLAS Skilltech University to occupy the chair.

The following discussion in line with agenda items were taken place during the course of meeting:

1. To welcome the members of IQAC:

The Chairperson expressed a warm welcome to all members and introduced them briefly.

2. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same

3. To take on record the Quality Policy adopted by the University:

The Chairperson presented the university's Quality Policy, emphasizing its alignment with IQAC's role in promoting academic and administrative excellence. The policy outlined IQAC's responsibilities, including monitoring of various academic activities, stakeholder feedback, and continuous improvements. Key functions of IQAC were further discussed which included feedback collection from various stakeholders, benchmarking, and quality measures

CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

like audits of existing process and practices.

After deliberating on strategies for enhancement, all members of IQAC took the Quality policy on record for its further implementation.

4. To note the programs introduced from Academic Year 2021-22 along with their outcomes:

The Chairperson presented the programs introduced from Academic Year 2021-22 under various schools of the University, highlighting their relevance to industry and societal needs.

The Program Outcomes (POs) and Program Specific Outcomes (PSOs) were further briefed to the members, emphasizing the development of core competencies and critical thinking skills.

Members discussed the alignment of these programs with the university's mission and strategic goals. It was also noted that regular feedback and evaluation mechanisms would be implemented to assess the effectiveness of these programs and ensure continuous improvement in learning outcomes.

5. To apprise members about the Academic Calendar for A.Y. 2021-22:

The Chairperson presented the Academic Calendar for Academic Year 2021-22 highlighting the key dates of examinations and term completion.

The members were requested to take the same on record.

After a due deliberation the same was taken on record by the members.

6. To apprise members about the Value Added Courses offered for A.Y. 2021-22:

The Chairperson presented the Value-Added Courses approved for the Academic Year 2021-22, aimed at enhancing students' skills beyond the regular curriculum and requested members to take the same on record.

After a due deliberation, the same was taken on record.

7. To plan the Quality measures for academic and administrative excellence at the university:

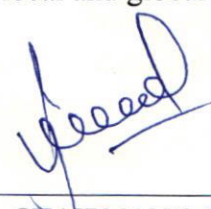
The Chairperson presented the Quality measures, emphasizing a multi-faceted approach to ensure continuous improvement across academic and administrative operations. The points included are as mentioned below:

a) Curricular Planning and Implementation:

- To monitor academic activities as per the Academic Calendar.
- To ensure implementation of Learning outcome based education.

b) Curriculum Enrichment and Delivery:

- To facilitate study tours, field visits, industry immersions, local and global immersions.



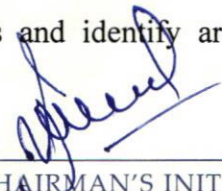
CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

- To ensure industry participation in curriculum design for improving through industry conclaves and roundtables.
- To ensure curriculum delivery by industry experts, guest lectures, masterclasses, and international faculty.
- c) Academic Flexibility:**
 - To propose value-added courses.
- d) Obtaining Feedback & suggesting recommendations:**
 - To ensure feedback taking mechanism is implemented as adopted by the University while obtaining feedback from various stakeholders.
 - To recommend the suggestive actions emerging from Feedback Analysis of various stakeholders.
 - To ensure that appropriate actions have been taken for the recommendations received from Feedback analysis of various stakeholders (ATR).
- e) Catering to Student Diversity & their diverse needs of learning:**
 - To enhance remedial coaching, bridge courses, and mentoring.
 - To implement additional learner advancement initiatives.
- f) Teaching-Learning Process:**
 - To monitor the Teaching Learning Process.
 - To recommend innovative Teaching Learning pedagogies.
 - To increase the participation in Faculty Development Programs.
- g) Student Support:**
 - To collaborate with international higher education institutions for master's progression and joint projects through Office of International affairs.
 - To enhance with Industry Collaboration for strengthening the joint projects, internships and placements.
 - To offer career readiness programs.
 - To ensure the various types of financial support provided to students through Scholarships/freeship
- h) Entrepreneurship and Skill Development:**
 - To ensure and nurture the Entrepreneurial Ecosystem and the skill development activities through various Cell, Centres and Committees of the University
 - To recommend the Value added courses for enhancing skills and employability
- i) Research Output:**
 - To enhance Research Output
 - To foster culture of Quality Research
- j) Quality Initiatives:**
 - To organise various Audits i.e. Academic Administrative Audit, Gender Audit, Green and environment audit
 - To organise Orientation programs on quality issues for Teachers and Students
 - To collaborate with other institution for quality initiatives
 - To conduct Conferences, Seminars, Workshops on Quality

The members deliberated over these measures to foster an environment of quality and excellence across the University.

Further, it was decided to conduct review to monitor progress and identify areas for improvement.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

8. To discuss various parameters for Quality Audits and to plan audit calendar:

In continuation with the Quality Initiatives mentioned under previous agenda item, the Chairperson briefed the members that Audit parameters serves as a crucial aspect for ensuring the effectiveness of quality assurance mechanisms. The Chairperson further presented the Audit wise parameters as mentioned below:

Sr. No.	Type of Audit	Parameters
1	Academic Administrative Audit	<ul style="list-style-type: none"> Regulatory Compliance and Governance Education, Skill Development, and Employability Institutional Growth and Internationalization Faculty, Student Development, and Organizational Effectiveness
2	Gender Audit	<ul style="list-style-type: none"> Equity, Inclusion, and Community Building Collaborative and Gender-Neutral Learning Workplace Security and Well-Being
3	Green Audit	<ul style="list-style-type: none"> Sustainability and Green Initiatives Energy and Resource Efficiency Water and Waste Management Eco-Friendly Practices and Transportation

The Chairperson further presented the tentative Audit Calendar as follows:

Sr. No.	Type of Audit	Proposed Duration
1	Academic Administrative Audit	Second Week of May 2022
2	Gender Audit	Third Week of May 2022
3	Green Audit	Second Week of May 2022

“RESOLVED THAT the aforementioned parameters & schedule of various audits be and are hereby approved by all members of the Internal Quality Assurance Cell

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

9. To discuss the mechanism for obtaining Feedback from various stakeholders:

The Chairperson informed the members that IQAC (Internal Quality Assurance Cell) will collect comprehensive feedback from various stakeholders, including students, faculty, administrative staff, alumni, and industry partners, through Google Forms each year.

The Chairperson further discussed the process of Feedback collection from various Stakeholders as each feedback form will be design to gather insights on specific areas such as teaching effectiveness, curriculum relevance, and other related aspects pertaining to Curriculum. Feedback forms will then be distributed to stakeholders which will assure anonymity and confidentiality. Responses will be analysed and key findings compiled to arrive


 CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

authority/department for taking actions on the recommendations. IQAC will then facilitate the publication of the Feedback analysis on the institutional website to ensure transparency and keep stakeholders informed.

The members after due deliberation took the same on record.

10. To take on record Faculty Student Ratio for Academic year 2021-22:

The Chairperson apprised the members that faculty members has been recruited for the Academic Year 2021-22 and the total faculty members appointed for A.Y. 2021-22 are 52 considering the requirement as per student intake and the Faculty Student Ratio was found satisfactory as per the regulatory standards

The Chairperson highlighted qualifications and experience of these faculty members. The academic credentials of the newly appointed faculty members were further discussed.

After a due deliberation, the same was taken on record

11. To brief the members about the IQAC process manual:

The Chairperson presented the draft of IQAC process manual as approved by the Governing body, highlighting the IQAC Constitution, Terms of Reference, Responsibilities of IQAC, Functions, Strategies, and Standard Operating Procedures (SoPs) for Academic & Administrative Audit, Feedback Collection and Analysis, Conducting Workshops and Seminars on Quality, Preparation of Annual Quality Assurance Report (AQAR), Institutional Database Management, Promoting Best Practices and Accreditation and Rankings.

The members reviewed the manual and discussed the key aspects of its implementation to strengthen institutional quality assurance mechanisms. Emphasis was placed on the effective execution of Standard Operating Procedures (SoPs) for audits, feedback analysis, and quality enhancement initiatives. It was agreed that the manual would serve as a guiding framework for streamlining accreditation, best practices, and institutional rankings.

The members after a due deliberation, took note of the same.

No other matter was brought forward other than agenda items. Hence meeting was concluded with vote of thanks.

Date: 14.02.2022

Place: Mumbai


Chairperson

Internal Quality Assurance Cell



Date: 07.02.2022

SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2021-22

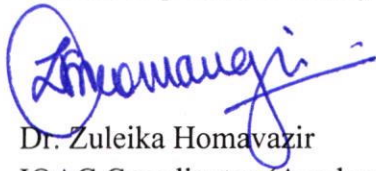
NOTICE

Notice is hereby given that the second meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2021-22 shall be held on 14th February 2022, at 2.30 PM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To showcase various activities conducted by IQAC up to February 2022.
5	To provide a review of the Academic Activities in accordance with the Academic Calendar.
6	To apprise members about the preparation towards different Quality Audits organized.
7	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Zuleika Homavazir

IQAC Coordinator (Academics)


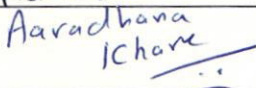
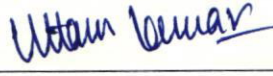
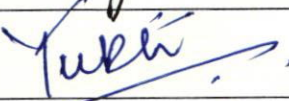




To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2021-22 HELD ON 14th FEBRUARY 2022 AT 2.30 P.M. AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

MINUTES OF SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY HELD ON 14th FEBRUARY 2022 AT 2.30 P.M. AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Heena Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

All members requested Dr. Rajan Welukar, Vice Chancellor, ATLAS Skilltech University to occupy the chair.

The following discussion in line with agenda items were taken place during the course of meeting:

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

2. To present and consider minutes of the previous meeting:

The members were requested to note the minutes of the previous meeting of the IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To showcase various activities conducted by IQAC up to February 2022:

The Chairperson further apprised the members about the various activities taken till now:


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

Sr. No.	Date	Activity	Participants
1	04.01.2022	Seminar on National Education Policy 2020	Faculty members & Administrators
2	21.01.2022	Collaborative Workshop on "Enhancing soft skills, leadership, and employability skills"	Students

The members deliberated over the details of the aforementioned activities and took note of the same

4. To provide a review of the Academic Activities in accordance with the Academic Calendar:

The Chairperson apprised the members that periodic review of the academic activities was taken by the IQAC members & coordinator.

The Chairperson further informed all members about that Syllabus Completion and Assessments conducted were as per the Academic Calendar and requested members to make a note of it.

The members appreciated this and noted of the same.

5. To apprise members about the preparation towards different Quality Audits organised:

The Chairperson apprised the members about the ongoing preparations for various Quality Audits i.e. Academic Audit, Green Audit & Gender Audit scheduled to be conducted during the May month and detailed schedules of the same. It was highlighted that necessary steps have been taken to ensure compliance with audit requirements and to maintain institutional quality standards.

The members were informed of the timeline for audit-related tasks and the support mechanisms in place to facilitate a smooth audit process.


The Chairperson further apprised the members about the resource persons identified for the various audits.

The members appreciated the detailed briefing and noted the same.

No other matter was brought forward other than agenda items. Hence meeting was concluded with vote of thanks.

Date: 14.03.2022

Place: Mumbai


Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS _____

Date: 10.05.2022

THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2021-

22

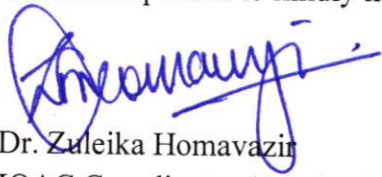
NOTICE

Notice is hereby given that the third meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2021-22 shall be held on 14th March 2022 AT 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	Granting leave of absence.
2	To present and consider minutes of the previous meeting.
3	To provide a review of the Academic Activities in accordance with the Academic Calendar.
4	To review the functioning, resources & utilization of Library.
5	To review the process of assessment & evaluation.
6	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Zuleika Homavazir
IQAC Coordinator (Academics)

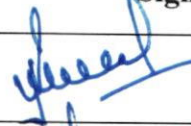
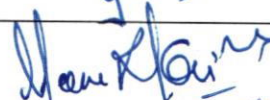
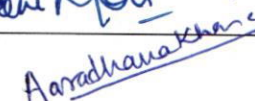
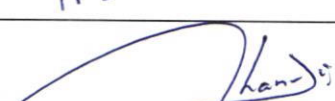
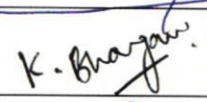
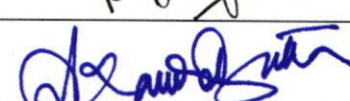
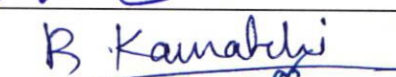
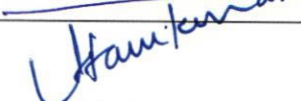
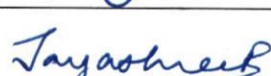
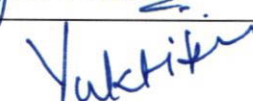
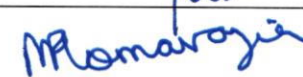

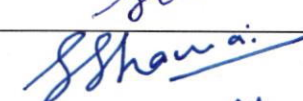

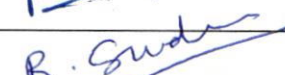

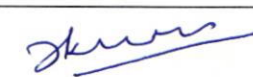
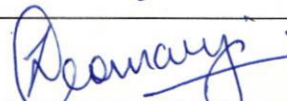



To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

**ATTENDANCE REGISTER FOR MEETING OF THE THIRD MEETING OF
INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH
UNIVERSITY FOR ACADEMIC YEAR 2021-22 HELD ON 14th MARCH 2022 AT
10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK,
KURLA (WEST), MUMBAI – 400070.**

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE THIRD MEETING OF INTERNAL QUALITY ASSURANCE
CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2021-22
HELD ON 14th MARCH 2022 AT 10.30 AM AT THE BOARDROOM OF TOWER 1,
EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.**

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Heena Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all committee members.

The following discussion in line with agenda items were taken place during the course of meeting:

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To provide a review of the Academic Activities in accordance with the Academic Calendar:

The Chairperson apprised the members that periodic review of the academic activities was taken by the IQAC members & coordinator.


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The Chairperson further informed all members about that Syllabus Completion and Assessments conducted were as per the Academic Calendar and requested members to make a note of it.

The members appreciated this and noted of the same.

4. To review the functioning, resources & utilization of Library:

The Chairperson presented a review highlighting the library's functioning, resources, and utilization, highlighting physical and digital collection and usage statistics.

The Chairperson further provided an overview of the library's operational structure, highlighting current hours of operation and details about book issuing, stock verification etc.

The library protocol being practiced was also informed to the members.

The members after due deliberation, took note of the same.

5. To review the process of assessment & evaluation:

The Chairperson apprised the members of the existing process of assessment and evaluation followed by the University, highlighting its alignment with the regulatory guidelines and compliance with the Academic regulations adopted by the University.

It was informed that the assessment system comprises a combination of continuous internal assessment and Term end examination, ensuring a balanced evaluation of theoretical knowledge, practical application, and skill development.

The Chairperson further emphasized that the continuous evaluation includes components such as assignments, quizzes, presentations, projects, class participation, and mid-term assessments, which are mapped to the Course Outcomes (COs) and Programme Outcomes (POs) as per the Outcome-Based Education (OBE) framework.

The members were also informed about the digital initiatives implemented for seamless assessment management, such as the deployment of the Learning Management System (LMS).

The members took note of the current practices and appreciated the efforts made by the Examination Cell and academic departments.

As there were no further points proposed by the members apart from the scheduled agenda, the meeting was concluded with a Vote of Thanks.

Date: 18.05.2022

Place: Mumbai


Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS _____

Date: 10.05.2022

**FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR
A.Y.2021-22**

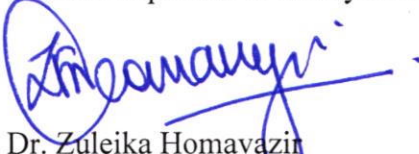
NOTICE

Notice is hereby given that the fourth meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2021-22 shall be held on 18th MAY 2022 AT 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	Granting leave of absence.
2	To present and consider minutes of the previous meeting.
3	To note establishment of uGDX School of Technology.
4	To showcase various activities conducted by IQAC up to May 2022
5	To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2021-22.
6	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Zuleika Homavazir
IQAC Coordinator (Academics)


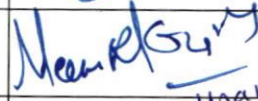
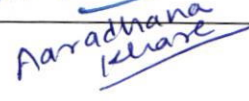


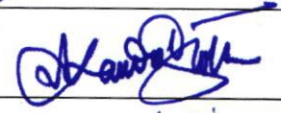
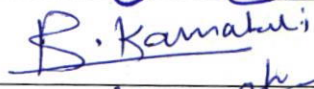
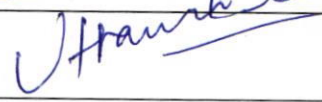
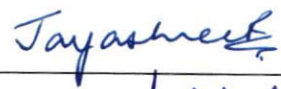

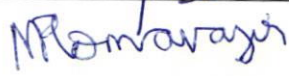


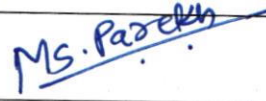
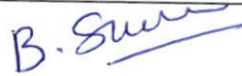


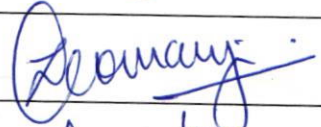



To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

**ATTENDANCE REGISTER FOR MEETING OF THE FOURTH MEETING OF
INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH
UNIVERSITY FOR ACADEMIC YEAR 2021-22 HELD ON 18th MAY 2022 AT 10.30
AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA
(WEST), MUMBAI – 400070.**

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE FOURTH MEETING OF INTERNAL QUALITY ASSURANCE
CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2021-22
HELD ON 18th MAY 2022 AT 10.30 AM AT THE BOARDROOM OF TOWER 1,
EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.**

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Heena Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all committee members.

The following discussion in line with agenda items were taken place during the course of meeting:

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To note establishment of uGDX School of Technology:

The Chairperson informed the members about the formal establishment of the uGDX School of Technology. It was highlighted that this new school has been set up to enhance the institution's focus on cutting-edge technology education and foster innovation, research, and skill development in alignment with emerging industry trends.


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The Chairperson further apprised the members about the commencement of 3-year Bachelor of Science in Computer Science specialization in Artificial Intelligence and Machine Learning program under the School of Technology.

The establishment of the school was unanimously welcomed, with members expressing optimism about its role in advancing the institution's technological capabilities and reputation.

4. To showcase various activities conducted by IQAC up to May 2022:

The Chairperson apprised the members about the various activities conducted by the IQAC till now which are mentioned below:

Sr. No.	Date	Activity	Participants
1	08.03.2022	Workshop on making lecture videos for MOOCS, SWAYAM, etc. platforms	Faculty member
2	06.04.2022	Seminar on Indian Knowledge Systems (IKS)	Faculty members
3	15.03.2022	Orientation Program on "Advancing Teaching Excellence: Strategies for Educator Growth and Student Success"	Faculty members

5. To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2021-22:

The Chairperson apprised the members about initiation of the Feedback collection from various stakeholders for Academic Year 2021-22 as per the Feedback Collection Mechanism approved by the IQAC.

The Chairperson tabled the sample of Feedback form for the members to review the same.

The members after due deliberation and review of the sample feedback form, took the same on record.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded with Vote of Thanks.

Date: 06.07.2022
Place: Mumbai


Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS _____

FIRST MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2022-23

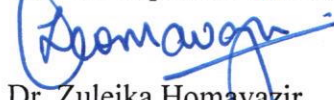
NOTICE

Notice is hereby given that the first meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2022-23 shall be held on 6th July 2022, at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To present and approve the draft IQAC Annual Report for A.Y. 2021-22.
5	To discuss the Feedback Analysis of various stakeholders for A.Y. 2021-22 and to recommend action to be taken (ATR).
6	To present the reports of Quality Audits conducted for A.Y. 2021-22 & deliberate over their recommendations.
7	To take on record the new programs introduced form Academic Year 2022-23 along with their outcomes.
8	To propose the Value-Added Courses for or knowledge enrichment, skill development and employability emerging from Stakeholder Feedback Analysis.
9	To discuss and recommend the NAAC accreditation for the institution's continuous quality enhancement and academic excellence.
10	To brief the members about Audit Calendar for the University for Academic Year 2022-23 & parameters considered for respective audit.
11	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.



Dr. Zuleika Homavazir
IQAC Coordinator (Academics)


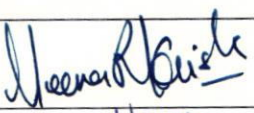
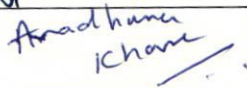

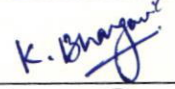
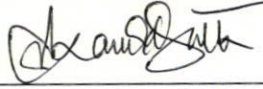

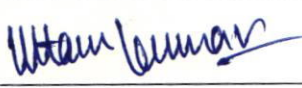
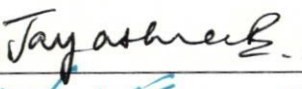

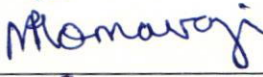



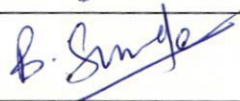


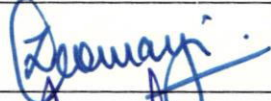
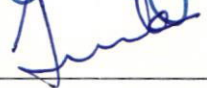


To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE FIRST MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23 HELD ON 6th JULY 2022 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI - 400070.

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE FIRST MEETING OF INTERNAL QUALITY ASSURANCE
CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23
HELD ON 6th JULY 2022 AT 10.30 AM AT THE BOARDROOM OF TOWER 1,
EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070**

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Hina Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To welcome the members of IQAC

The Chairperson welcomed all members of IQAC.

2. To grant the leave of absence (If any)

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

3. To present and consider minutes of the previous meeting

The members were requested to note the minutes of the previous meeting of the IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

4. To present and approve the draft IQAC Annual Report for A.Y. 2021-22:

The Chairperson presented the draft of the IQAC annual report for A.Y. 2021-22 highlighting


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

the various Quality measures taken by IQAC during A.Y. 2021-22.

The Chairperson highlighted the institution's dedication to quality through various initiatives, including conferences, workshops, and orientation programs. Key activities such as the Mentor-Mentee Scheme, innovative teaching methods, and collaborations with international universities and industries were emphasized. The institution's efforts also extend to learner-focused initiatives, assessment strategies, research growth, student support, academic progression, faculty development, and the implementation of key provisions from the National Education Policy 2020.

The members appreciated the efforts taken by the IQAC and its contribution towards enhancing the overall quality of education, research, and institutional development.

After a due deliberation, members passed the following resolution unanimously:

“RESOLVED THAT the approval of all members of the Internal Quality Assurance Cell be and is hereby given for the draft of the IQAC Annual Report for Academic Year 2021-22, as placed during the meeting.

RESOLVED FURTHER THAT the same is recommended to Governing Body, Board of Management and Academic Council for noting.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

5. To discuss the Feedback Analysis of various stakeholders for A.Y. 2021-22 and to recommend action to be taken (ATR):

The Chairperson briefed the members that Feedback from various stakeholders has been opted based on the Feedback forms approved by the IQAC and the same has been critically analysed to identify the areas of improvement & strengthening.

The members further deliberated over the School Wise Feedback analysis of various stakeholders as annexed in annexure 1 and proposed the recommendations as annexed in annexure 2.

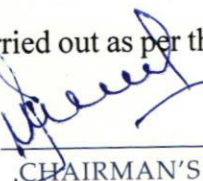
“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for School Wise Feedback analysis of various stakeholders for A.Y. 2021-22 as annexed in annexure 1.

RESOLVED FURTHER THAT the proposed recommendations as annexed in annexure 2 are hereby forwarded to the respective officer/school/department for further necessary action and they are further advised to submit the report of actions taken on the recommendations to the Internal Quality Assurance Cell on or before the end of the current academic year.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

6. To present the reports of Quality Audits conducted for A.Y. 2021-22 & deliberate over their recommendations:

The Chairperson informed the members that Quality Audits were carried out as per the Audit



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

Calendar for A.Y. 2021-22 approved by the IQAC.

The Chairperson further presented the reports of Academic Administrative Audit, Gender Audit and Green audit highlighting the observations and the recommendations from each report.

The members deliberated over the recommendations of each audit report and pass the following resolution unanimously:

“RESOLVED THAT approval of the members of Internal Quality Assurance Cell be & is hereby given for the implementation of the following recommendations received through respective Quality Audit report.

RESOLVED FURTHER THAT the same is recommended to the Board of Management for consideration.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

7. To take on record the new programs introduced form Academic Year 2022-23 along with their outcomes:

The Chairperson apprised the members about introduction 4-year undergraduate program i.e. Bachelor of Science specialization in Artificial Intelligence (AI) and Machine Learning (ML) under uGDX | School of Technology for Academic Year 2022-23.

The members acknowledged alignment of program with the university's vision and mission for preparing students for future technological advancements.

The members after a due deliberation, took note of the same.

8. To propose the Value Added Courses for or knowledge enrichment, skill development and employability emerging from Stakeholder Feedback Analysis:

The Chairperson highlighted the need for knowledge enrichment, skill development and employability as emerging from Stakeholder Feedback Analysis and proposed the list of Value added courses to be offered for Academic Year 2022-23.

The Chairperson invited the contribution from all members for proposing the final list of Value Added Courses.

The members after a due deliberation proposed the Value Added Courses for Academic Year 2022-23 as annexed in annexure 3 and passed the resolution unanimously:

“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for proposed list of Value Added Courses for A.Y. 2022-23 as annexed in annexure 3.

RESOLVED FURTHER THAT the same are recommended to respective Board of Studies for further consideration.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee."

9. To discuss and recommend the NAAC accreditation for the institution's continuous quality enhancement and academic excellence:

The Chairperson proposed the discussion on NAAC accreditation as a crucial step for enhancing the institution's academic reputation and quality standards. The Chairperson emphasized that obtaining NAAC accreditation would provide an official recognition of the institution's commitment to quality education and continuous improvement, while also helping to benchmark the institution against national standards by enhancing the credibility.

The members deliberated on the proposal for NAAC accreditation and its importance for elevating the institution's academic standing and ensuring alignment with national quality benchmarks.

The members after a due deliberation, passed the following resolution unanimously:

"RESOLVED THAT the approval of all members of the Internal Quality Assurance Cell be and is hereby given for obtaining the NAAC accreditation

RESOLVED FURTHER THAT the same is recommended to Board of Management for approval.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee."

10. To brief the members about Audit Calendar for the University for Academic Year 2022-23 & parameters considered for respective audit:

In continuation with the Quality Initiatives mentioned under previous agenda item, the Chairperson briefed the members that Audit parameters serves as a crucial aspect for ensuring the effectiveness of quality assurance mechanisms.

The Chairperson further presented the Audit wise parameters as mentioned below:

- a) Academic Administrative Audit
 - Regulatory Compliance and Governance
 - Education, Skill Development, and Employability
 - Institutional Growth and Internationalization
 - Faculty, Student Development, and Organizational Effectiveness
- b) Gender Audit
 - Equity, Inclusion, and Community Building
 - Collaborative and Gender-Neutral Learning
 - Workplace Security and Well-Being
- c) Green Audit
 - Sustainability and Green Initiatives
 - Water and Waste Management
 - Eco-Friendly Practices and Transportation

The Chairperson further presented the tentative Audit Calendar as follows:

- a) Academic Administrative Audit: 23rd May 2023


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

- b) Gender Audit: 18th May 2023
 c) Green Audit: 12th May 2023 (For three to four days)

The members after a due deliberation, passed the following resolution unanimously:

“RESOLVED THAT the aforementioned parameters & schedule of various audits be and are hereby approved by all members of the Internal Quality Assurance Cell

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

11. To plan “Quality Week” and other quality activities for A.Y. 2022-23:

The Chairperson invited the suggestions from members for planning “Quality Week” for A.Y. 2022-23 during which 5-days Faculty Development Program (FDP) will be organized for Teaching Staff and workshops will be organised for non - academic staff members.

The members deliberated over on different aspects of Quality which can be sensitize amongst the Students, faculty members & staff and planned the “Quality Week” for academic year 2022-23 as mentioned below:

5 Days Faculty Development Program on “Aligning Course Outcomes (CO) with Program Outcomes (PO) and Strategies for Attainment Calculation” from 12 th to 17 th September 2022	
Day	Topic
1	Overview of COs, POs, and their Importance
2	Techniques for CO-PO Alignment
3	Understanding Attainment Calculation
4	Utilizing Attainment Data for Curriculum Improvement
5	Implementation and Continuous Improvement

Workshops for Non-Academic Members		
Sr. No.	Workshop Topic	Dates
1	Workshop on “Quality Assurance in Higher Education: Best Practices and Innovations”	16.09.2022
2	Workshop on “Mastering ERP: A Workshop for Administrative Staff”	17.09.2022

Workshops for Students		
Sr. No.	Workshop Topic	Dates
1	Workshop on “Ethics and Integrity in Education: Upholding Quality Standards”	13.09.2022
2	Workshop on “Community Engagement and Quality: Building Bridges Between Institutions and Society”	16.09.2022

The members further deliberated over the areas for quality improvement through measures like seminar, conferences and orientation programs along with collaborative quality initiatives.


 CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The members after a due deliberation, passed the following resolution unanimously:

“RESOLVED THAT the “Quality Week”, as mentioned above, for the Academic Year 2022-23 be & is hereby approved by the members of Internal Quality Assurance Cell for its implementation and for facilitating quality improvement through measures like seminar, conferences and orientation programs along with collaborative quality initiatives on areas like Quality Assurance & Accreditation, Outcome Based Education & Teaching Excellence, Technology Integration in Education and Global Engagement & Entrepreneurship.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

12. To discuss and recommend the establishment of the Centre of Healthcare Innovation under ATLAS ISDI | School of Design and Innovation:

The Chairperson proposed the establishment of Healthcare Innovation Centre under the ATLAS ISDI | School of Design and Innovation and the details of the same are mentioned below:

- a) **Healthcare Innovation Centre** – This centre will drive healthcare advancements through interdisciplinary research, technology innovations, and collaborations with the medical industry and will focus on pioneering developments in medical devices, AI solutions, and public health innovations, with a design-led approach.

The members after a due deliberation passed the resolution unanimously:


“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for establishment of Healthcare Innovation Centre, Centre for Product Innovation and Centre for Sustainability under ATLAS ISDI | School of Design and Innovation.

RESOLVED FURTHER THAT the same are recommended to respective Board of Studies for further consideration.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

There being no further matters for discussion, the meeting concluded with a vote of thanks to the Chair.

Date: 10.09.22
Place: Mumbai



Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS



SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2022-23

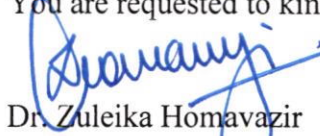
NOTICE

Notice is hereby given that the second meeting of the Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2022-23 shall be held on 10th September 2022, at 11.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To apprise members about the Value-Added Courses approved for A.Y. 2022-23 from the list of proposed courses recommended by IQAC.
5	To take on record Academic Calendar for academic year 2022-23.
6	To discuss the Faculty Student Ratio for the A.Y. 2022-23.
7	To showcase various activities conducted by the IQAC up to September 2022.
8	To propose ISO 9001:2015 Certification for enhancing the institution's quality management system and operational efficiency.
9	To apprise committee members about the implementation of academic bank of credit for credit mobility between Higher Education Institutions (HEIs).
10	To apprise members about the establishment Institution's Innovation Council in the campus as per the norms of Innovation Cell, Ministry of Education, Govt. of India during the academic calendar year 2021-22.
11	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Zuleika Homavazir
IQAC Coordinator (Academics)

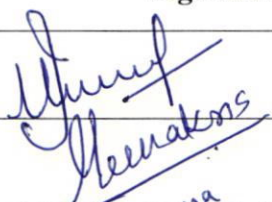
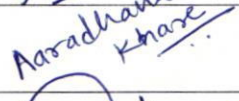

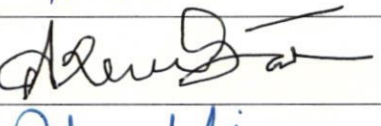
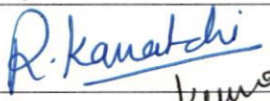
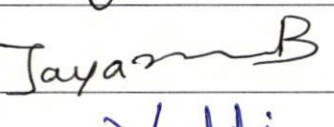
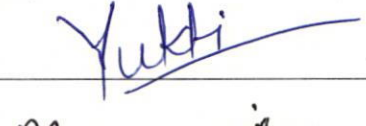
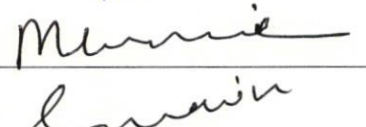
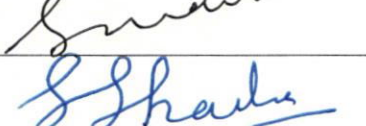
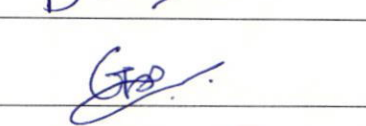
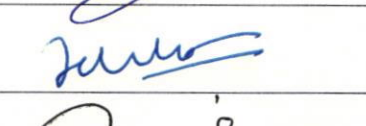


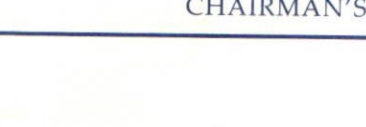


To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23 HELD ON 10th SEPTEMBER 2022 AT 11.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

HELD AT _____ ON _____ TIME _____

MINUTES OF MEETING OF THE SECOND MEETING OF INTERNAL COMMITTEE OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23 HELD ON 10th SEPTEMBER 2022 AT 11.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Hina Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all committee members.

The following discussion in line with agenda items were taken place during the course of meeting:

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All the members took note of the same.

2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

3. To apprise members about the Value Added Courses approved for A.Y. 2022-23 from the list of proposed courses recommended by IQAC:

The Chairperson presented the Value-Added Courses approved for the Academic Year 2022-23, aimed at enhancing students' skills beyond the regular curriculum and requested members to take the same on record.

After a due deliberation, the same was taken on record.

4. To take on record Academic Calendar for academic year 2022-23:

The Chairperson presented the Academic Calendar for academic year 2022-23 highlighting the key dates of examinations and term completion.

The members were requested to take the same on record.

After a due deliberation the same was taken on record by the members.

5. To discuss the Faculty Student Ratio for the A.Y. 2022-23:

The Chairperson apprised the members that faculty members has been recruited for the Academic Year 2022-23 and the total faculty count for A.Y. 2022-23 is 120 considering the requirement as per student intake and the Faculty Student Ratio was found satisfactory as per the regulatory standards

The Chairperson highlighted qualifications and experience of these faculty members. The academic credentials of the newly appointed faculty members were further discussed.

After a due deliberation, the same was taken on record.

6. To showcase various activities conducted by the IQAC up to September 2022:

The Chairperson further apprised the members about the various activities taken till now:

Sr. No.	Date	Activity	Participants
1	21.07.2022	Empowering Success: Orientation Program for Holistic Development, Lifelong Learning, and Quality Excellence	Students
2	23.08.2022	Orientation Program on "Quality in Teaching : A Case Study Approach"	Faculty Members

The members deliberated over the details of the aforementioned activities and took note of the same.

7. To propose ISO 9001:2015 Certification for enhancing the institution's quality management system and operational efficiency:

The Chairperson proposed initiating the process for ISO 9001:2015 Certification, emphasizing its role in strengthening the institution's quality management system. The Chairperson highlighted that obtaining this internationally recognized certification would ensure

CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

standardized processes, continuous improvement, and enhanced institutional efficiency, ultimately benefiting students, faculty, and other stakeholders.

The members discussed the key requirements for ISO 9001:2015 compliance, including systematic documentation, process optimization, and periodic internal audits.

After a due deliberation, members passed the following resolution unanimously:

“RESOLVED THAT the approval of all members of the Internal Quality Assurance Cell be and is hereby given for obtaining ISO 9001:2015 Certification for enhancing the institution’s quality management system and operational efficiency

RESOLVED FURTHER THAT the same is recommended to Board of Management for approval.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

8. To apprise committee members about the implementation of academic bank of credit for credit mobility between Higher Education Institutions (HEIs):

The Chairperson apprised the committee members about the implementation of the Academic Bank of Credit (ABC) to facilitate credit mobility between Higher Education Institutions (HEIs).

The Chairperson emphasized that this initiative, aligned with the National Education Policy (NEP) 2020, would provide students with greater flexibility in designing their academic pathways by allowing the transfer and accumulation of credits across institutions.

The members discussed the interdisciplinary learning, supports lifelong education, and enhances student mobility and progression opportunities through this system and took the same on record.

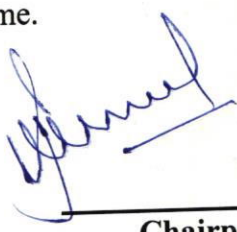
9. To apprise members about the establishment Institution's Innovation Council in the campus as per the norms of Innovation Cell, Ministry of Education, Govt. of India:

The Chairperson informed the members that the university has established an Institution’s Innovation Council (IIC) as per the guidelines of Innovation Cell, Ministry of Education, Government of India, and the Certificate of Establishment dated 19.07.22.

The Chairperson briefed the members that the IIC aims to foster innovation, research, and entrepreneurship through activities like hackathons, industry collaborations, and start-up support. The Chairperson further informed the members that a team of faculty, students, and experts will ensure its initiatives, ensuring alignment with national policies.

The members after a due deliberation, took note of the same.

Date: 14.02.2023
Place: Mumbai


Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS

THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2022-23**NOTICE**

Notice is hereby given that the third meeting of the Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2022-23 shall be held on 14th February 2023, at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To showcase various activities conducted by IQAC up to February 2022.
5	To provide a review of the Academic Activities in accordance with the Academic Calendar.
6	To apprise members about the successful submission of data on AISHE portal for academic year 2021-22.
7	To apprise members about dates and preparations of upcoming Quality Audits.
8	To note the appointment of Swayam coordinator.
9	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Zuleika Homavazir
IQAC Coordinator (Academics)

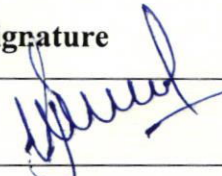
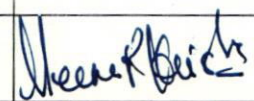
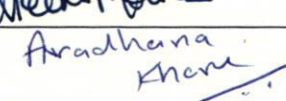
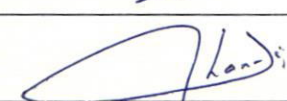
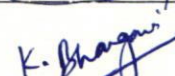

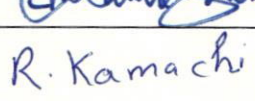
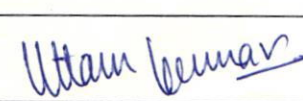
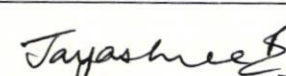

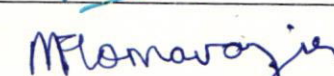
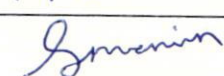
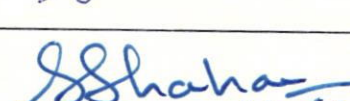
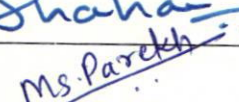
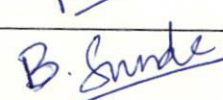
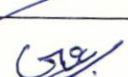
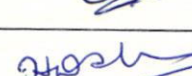
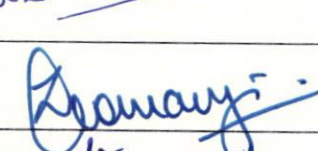
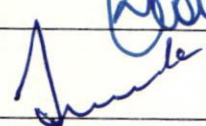


To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23 HELD ON 14th FEBRUARY 2023 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

MINUTES OF MEETING OF THE THIRD MEETING OF INTERNAL COMMITTEE OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23 HELD ON 14th FEBRUARY 2023 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Hina Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all committee members.

The following discussion in line with agenda items were taken place during the course of meeting:

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All the members took note of the same.

2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To showcase various activities conducted by IQAC:

The Chairperson apprised the members about the various activities conducted by the IQAC till now which are mentioned below:



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

Sr. No.	Date	Activity	Participants
1	12.09.2022 to 17.09.2022	ATLAS QUALITY WEEK 12 th to 17 th September 2022: Five Day Faculty Development Program organised by IQAC, ATLAS SkillTech University on "Aligning Course Outcomes (CO) with Program Outcomes (PO) and Strategies for Attainment Calculation"	Faculty
2	13.09.2022	ATLAS QUALITY WEEK 12 th to 17 th September 2022: Workshop on "Ethics and Integrity in Education: Upholding Quality Standards"	Students
3	16.09.2022	ATLAS QUALITY WEEK 12 th to 17 th September 2022 : Workshop on "Community Engagement and Quality: Building Bridges Between Institutions and Society"	Students
4	16.09.2022	ATLAS QUALITY WEEK 12 th to 17 th September 2022: Workshop on "Quality Assurance in Higher Education: Best Practices and Innovations"	Faculty members & Admin Staff
5	17.09.2022	ATLAS QUALITY WEEK 12 th to 17 th September 2022: Workshop on "Mastering ERP: A Workshop for Administrative Staff"	Administrative Staff members
6	24.11.2022	Seminar on "Empowering Education with ISO: Quality, Compliance, and Continuous Improvement"	Faculty members & Administrative Staff members

The members, after a due deliberation, took the same on record.

4. To provide a review of the Academic Activities in accordance with the Academic Calendar:

The Chairperson apprised the members that periodic review of the academic activities was taken by the IQAC members & coordinator.

The Chairperson further informed all members about that Syllabus Completion and Assessments conducted were as per the Academic Calendar and requested members to make a note of it.

The members appreciated this and noted of the same.

5. To apprise members about the successful submission of data on AISHE portal for academic year 2021-22:

The Chairperson informed the committee members about the successful submission of data on the All India Survey on Higher Education (AISHE) portal for the academic year 2021-22. The Chairperson highlighted that AISHE is a critical initiative by the Ministry of Education to collect comprehensive data on the state of higher education in India, covering various metrics


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

such as student enrolment, faculty details, infrastructure, and research output. The timely and accurate submission of this data reflects the institution's commitment to transparency, accountability, and continuous improvement.

6. To apprise members about dates, schedule and preparations of upcoming Quality Audits:

The Chairperson apprised the members of the ongoing preparations for upcoming Quality Audits, including the Academic Audit, Green Audit, and Gender Audit, scheduled for May. The detailed schedules were shared, emphasizing that necessary steps have been taken to ensure compliance with audit requirements and uphold institutional quality standards. Members were informed about the audit-related timelines and the support mechanisms in place to facilitate a smooth process.

Additionally, the Chairperson provided updates on the resource persons identified for conducting these audits.

The members appreciated the detailed briefing and noted the same.

7. To note the appointment of Swayam Coordinator:

The Chairperson informed the members about the appointment of Dr. Yukti Khajanchi from the School of Management & Entrepreneurship as the SWAYAM Coordinator. And further apprised the members that she will oversee the implementation of SWAYAM courses and promote enrolment. Her role includes coordinating with departments and integrating online learning into the curriculum.

The Chairperson also informed the members that institutional support and digital infrastructure will be provided to facilitate the effective execution of SWAYAM initiatives.

The members appreciated this and noted of the same.



Date: 14-05-2023

Place: Mumbai

Chairperson
Internal Quality Assurance Cell

FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2022-23**NOTICE**

Notice is hereby given that the fourth meeting of the Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2022-23 shall be held on 14th May 2023, at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

SR. NO.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To showcase various activities conducted by IQAC up to May 2023.
5	To provide a review of the Academic Activities in accordance with the Academic Calendar.
6	To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2022-23.
7	To review the functioning, resources & utilization of Library.
8	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Zuleika Homavazir

IQAC Coordinator (Academics)


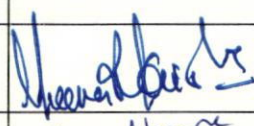
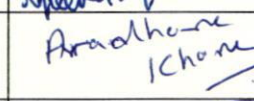

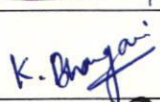
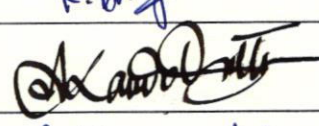
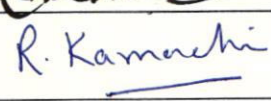
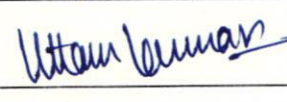
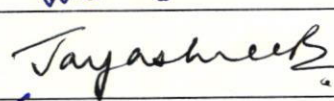
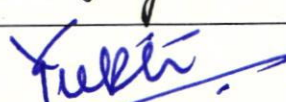
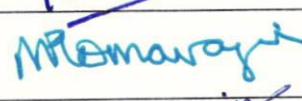

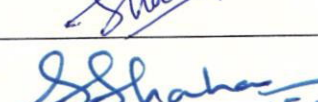
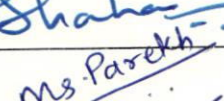
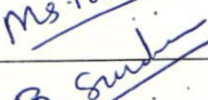
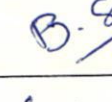
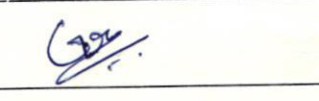
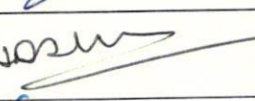
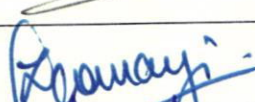
To:

All members of the Internal Quality Assurance Cell



HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23 HELD ON 14th MAY 2023 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1.	Dr. Rajan Welukar	
2.	Prof. Meena Krishna	
3.	Dr. Aaradhna Khare	
4.	Mr. Subodh Khanna	
5.	Ms. Bhargavi Deshpande	
6.	Prof. Anando Dutta	
7.	Dr. Kamatchi Iyer	
8.	Mr. Uttam Kumar	
9.	Dr. Jayashree Balasubramanian	
10.	Dr. Yukti Khajanchi	
11.	Dr. Malcolm Homavazir	
12.	Dr. Shefalika Narain	
13.	Mr. Siddharth Shahani	
14.	Ms. Chandani Parekh	
15.	Mr. Sundeep Bhurjee	
16.	Mr. Gavin Remedios	
17.	Prof. Hina Thakker	
18.	Dr. Zuleika Homavazir	
19.	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

MINUTES OF MEETING OF THE FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2022-23 HELD ON 14th MAY 2023 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Mr. Uttam Kumar
9. Dr. Jayashree Balasubramanian
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Heena Thakker
18. Dr. Zuleika Homavazir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To grant the leave of absence (If any)

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

2. To present and consider minutes of the previous meeting

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same

3. To showcase various activities conducted by IQAC up to May 2023:

The Chairperson apprised committee members about various initiatives taken by IQAC which are mentioned below:



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

Sr. No.	Date	Activity	Participants
1	23.02.2023	Seminar on "Achieving Academic Excellence through NAAC Accreditation"	Faculty members & Administrative Staff members

The members appreciated the same and noted the same.

4. To provide a review of the Academic Activities in accordance with the Academic Calendar:

The Chairperson apprised the members that periodic review of the academic activities was taken by the IQAC members & coordinator.

The Chairperson further informed all members about that Syllabus Completion and Assessments conducted were as per the Academic Calendar and requested members to make a note of it.

The members appreciated this and noted of the same.

5. To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2022-23:

The Chairperson apprised the members about initiation of the Feedback collection from various stakeholders for Academic Year 2022-23 as per the Feedback Collection Mechanism approved by the IQAC.

The Chairperson tabled the sample of Feedback form for the members to review the same.

The members after due deliberation and review of the sample feedback form, took the same on record.

6. To review the functioning, resources & utilization of Library:

The Chairperson presented a review highlighting the library's functioning, resources, and utilization, highlighting physical and digital collection and usage statistics.

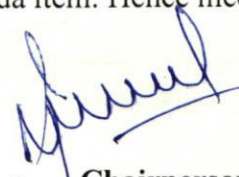
The Chairperson further provided an overview of the library's operational structure, highlighting current hours of operation and details about book issuing, stock verification etc.

The Library protocol being practiced was also informed to the members.

The members after due deliberation, took note of the same.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded with Vote of Thanks.

Date: 08.07.2023
Place: Mumbai


Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS _____

Subject: Composition of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY

Order issued - As approved by the Vice Chancellor of the ATLAS SKILLTECH UNIVERSITY

Date: 15-05-2023

Internal Quality Assurance Cell (IQAC)

Sr. No.	Name	Position in the Committee
1	Dr. Rajan Welukar	Chairperson- Head of the Institution
2	Prof. Meena Krishna	Senior administrative officer - Registrar
3	Dr. Aaradhna Khare	Senior administrative officer - Director, Board of Assessment & Evaluation
4	Mr. Subodh Khanna	Senior administrative officer - Chief Finance &Accounts Officer
5	Ms. Bhargavi Deshpande	Senior administrative officer - Director, Student Welfare
6	Prof. Anando Dutta	Director, ATLAS ISDI School of Design and Technology
7	Dr. Kamatchi Iyer	Director, ATLAS ISME School of Management and Entrepreneurship
8	Dr. Sridhar Pappu	Director, ATLAS uGDX School of Technology
9	Mr. Uttam Kumar	Teacher
10	Dr. Yukti Khajanchi	Teacher
11	Dr. Malcolm Homavazir	Teacher
12	Dr. Shefalika Narain	Teacher
13	Mr. Siddharth Shahani	Management Representative
14	Ms. Chandani Parekh	One nominee from local society
15	Mr. Sundeep Bhurjee	One nominee from Student
16	Mr. Gavin Remedios	One nominee from Employers
17	Prof. Hina Thakker	Director IQAC
18	Dr. Vinima Gambhir	IQAC Coordinator (Academics)
19	Mr. Imran Kapadia	IQAC Coordinator (Administration)

Terms of references:

- The term of the Internal Quality Assurance Cell shall be for two years.
- The members shall meet at least four times a year. Furthermore, they may meet as and when it is necessary.
- The cell may invite members as and when needed.

FOR ATLAS SKILLTECH UNIVERSITY,



Prof. Meena Krishna
Registrar

ATLAS SKILLTECH UNIVERSITY

To: All the members of Internal Quality Assurance Cell



Date:01.07.2023

FIRST MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2023-24

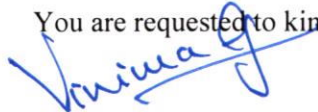
NOTICE

Notice is hereby given that the first meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2023-24 shall be held on 8th July 2023, at 2.30 PM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To brief new members about Quality Policy.
5	To present and approve the draft IQAC Annual Report for A.Y. 2022-23.
6	To discuss the Feedback Analysis of various stakeholders for A.Y. 2022-23 and to recommend action to be taken (ATR).
7	To present the reports of Quality Audits conducted for A.Y. 2022-23 & deliberate over their recommendations.
8	To apprise members about the new program introduced form Academic Year 2023-24.
9	To propose the Value-Added Courses for or knowledge enrichment, skill development and employability emerging from Stakeholder Feedback Analysis.
10	To recommend the establishment of Centres of Excellence emerging from Stakeholder Feedback Analysis.
11	To brief the members about Audit Calendar for the University for Academic Year 2023-24 & parameters considered for respective audit.
12	To plan the "Quality Week" and other quality activities for A.Y. 2023-24.
13	To apprise members about the preparation towards ISO 9001:2015 Certification.
14	To provide an update on status of data and documents collation for the quantitative and qualitative matrices of NAAC accreditation.
15	To take on record Perspective Plan – Deployment Report for Academic Year 2022-23.
16	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.




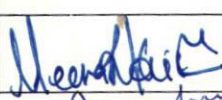
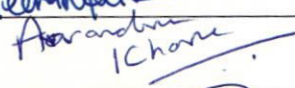


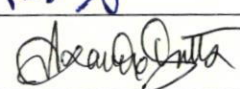
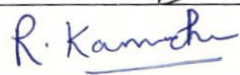

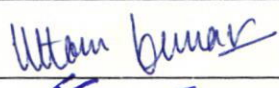
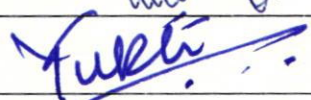
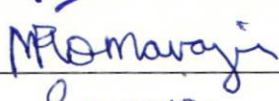

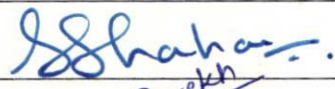
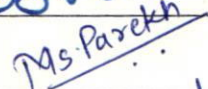
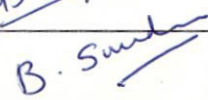


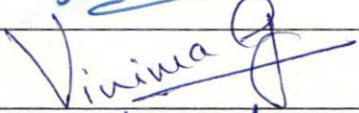

Dr. Vinima Gambhir
IQAC Coordinator (Academics)



To: All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE FIRST INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2023-24 HELD ON 8th JULY 2023 AT 2.30 PM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1	Dr. Rajan Welukar	
2	Prof. Meena Krishna	
3	Dr. Aaradhna Khare	
4	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Prof. Anando Dutta	
7	Dr. Kamatchi Iyer	
8	Dr. Sridhar Pappu	
9	Mr. Uttam Kumar	
10	Dr. Yukti Khajanchi	
11	Dr. Malcolm Homavazir	
12	Dr. Shefalika Narain	
13	Mr. Siddharth Shahani	
14	Ms. Chandani Parekh	
15	Mr. Sundeep Bhurjee	
16	Mr. Gavin Remedios	
17	Prof. Hina Thakker	
18	Dr. Vinima Gambhir	
19	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE FIRST INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR
2023-24 HELD ON 8th JULY 2023 AT 2.30 PM AT THE BOARDROOM OF
TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.**

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Dr. Sridhar Pappu
9. Mr. Uttam Kumar
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Heena Thakker
18. Dr. Vinima Gambhir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To welcome new members of IQAC:

The Chairperson welcomed all members of IQAC .

2. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

3. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of the IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

4. To brief new members about Quality Policy:

The Chairperson provided a comprehensive overview of the institution's Quality Policy, emphasizing its commitment to fostering academic excellence, continuous improvement, and stakeholder satisfaction.


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The members after a brief discussion, took the same on record.

5. To present and approve the draft IQAC Annual Report for A.Y. 2022-23:

The Chairperson presented the draft of the IQAC annual report for A.Y. 2022-23 highlighting the various Quality measures led by IQAC during A.Y. 2022-23.

The Chairperson highlighted the institution's focus on quality through conferences, workshops, and orientation program, along with key activities like the Mentor-Mentee Scheme, innovative teaching learning methods, collaborative efforts with international universities, industry partnerships, learner centric activities, examination and assessment methods and enhanced research output, student support, academic progression, faculty development and efforts taken for implementation of various provisions under National Education Policy 2020.

The members appreciated the efforts taken by the IQAC and its contribution towards enhancing the overall quality of education, research, and institutional development.

After a due deliberation, members passed the following resolution unanimously:

“RESOLVED THAT the approval of all members of the Internal Quality Assurance Cell be and is hereby given for the draft of the IQAC Annual Report for Academic Year 2022-23, as placed during the meeting.

RESOLVED FURTHER THAT the same is recommended to Governing Body, Board of Management and Academic Council for noting.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

6. To discuss the Feedback Analysis of various stakeholders for A.Y. 2022-23 and to recommend action to be taken (ATR):

The Chairperson briefed the members that Feedback from various stakeholders has been opted based on the Feedback forms approved by the IQAC and the same has been critically analysed to identify the areas of improvement & strengthening.

The members further deliberated over the School Wise Feedback analysis of various stakeholders as annexed in annexure 1 and proposed the recommendations as annexed in annexure 2.

“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for School Wise Feedback analysis of various stakeholders for A.Y. 2022-23 as annexed in annexure 1.

RESOLVED FURTHER THAT the proposed recommendations as annexed in annexure 2 are hereby forwarded to the respective officer/school/department for further necessary action and they are further advised to submit the report of actions taken on the recommendations to the Internal Quality Assurance Cell on or before the end of the current academic year.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

7. To present the reports of Quality Audits conducted for A.Y. 2022-23 & deliberate over their recommendations:

The Chairperson informed the members that Quality Audits were carried out as per the Audit Calendar for A.Y. 2022-23 approved by the IQAC.

The Chairperson further presented the reports of Academic Administrative Audit, Gender Audit and Green audit highlighting the observations and the recommendations from each report.

The members deliberated over the recommendations of each audit report and pass the following resolution unanimously:

“RESOLVED THAT approval of the members of Internal Quality Assurance Cell be & is hereby given for the implementation of the following recommendations received through respective Quality Audit report.

RESOLVED FURTHER THAT the same is recommended to the Board of Management for consideration.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

8. To apprise members about the new program introduced form Academic Year 2023-24:

The Chairperson apprised the members about introduction 4-year undergraduate program i.e. Bachelor of Technology in Computer Science, specialization in Artificial Intelligence (AI) and Machine Learning (ML) under uGDX | School of Technology for Academic Year 2023-24.

The members acknowledged that the program is in strong alignment with the university's vision and mission, preparing students for future technological innovations.

The members after a due deliberation, took note of the same.

9. To propose the Value-Added Courses for or knowledge enrichment, skill development and employability emerging from Stakeholder Feedback Analysis:

The Chairperson highlighted the need for knowledge enrichment, skill development and employability as emerging from Stakeholder Feedback Analysis and proposed the list of Value-added courses to be offered for Academic Year 2023-24.

The Chairperson invited the contribution from all members for proposing the final list of Value-Added Courses.

The members after a due deliberation proposed the Value-Added Courses for Academic Year 2023-24 as annexed in annexure 3 and passed the resolution unanimously.


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for proposed list of Value-Added Courses for A.Y. 2023-24 as annexed in annexure 3.

RESOLVED FURTHER THAT the same are recommended to respective Board of Studies for further consideration.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

10. To recommend the establishment of Centres of Excellence emerging from Stakeholder Feedback Analysis:

The Chairperson proposed the establishment of various **Centres of Excellence**, under the ATLAS ISDI | School of Design and Innovation based on the insights gained from Stakeholder Feedback Analysis as mentioned below:

- a) **Centre for Product Innovation** – This centre will foster an innovation-driven ecosystem within the School of Design and Innovation, focusing on prototyping, industrial collaborations, and start-up incubation. It aims to engage students and researchers in developing market-ready products.
- b) **Centre for Sustainability** – This centre will focus on environmental conservation, renewable energy research, and sustainable development, promoting green technologies and circular economy practices. It aims to integrate sustainability into design and innovation through industry and policy collaborations.

The members after a due deliberation passed the resolution unanimously:

“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for establishment of Centre for Product Innovation and Centre for Sustainability under ATLAS ISDI | School of Design and Innovation.

RESOLVED FURTHER THAT the same are recommended to respective Board of Studies for further consideration.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

11. To inform members about offering 4 years B.B.A. (Hon.) program from A.Y. 2024-25 in accordance with National Education Policy 2020 and its program outcomes:

The Chairperson informed the members about that, the 4-year Bachelor of Business Administration (B.B.A.) Honours program will be offered from Academic Year 2024-25 and the same will be of extended for existing students of Bachelor of Business Administration (B.B.A.) program as per directions of UGC.

The Chairperson further briefed the members that, this initiative aligns with the guidelines of the National Education Policy (NEP) 2020, which emphasizes flexibility in higher education, multidisciplinary learning, and a research-oriented approach.

HELD AT _____ ON _____ TIME _____

The program framework including curriculum design, credit distribution, and multiple entry and exit options to enhance flexibility, and multidisciplinary learning will be in accordance with the Curriculum and Credit Framework for Undergraduate Programme provided by UGC.

The members after due deliberation, took note of the same.

12. To brief the members about Audit Calendar for the University for Academic Year 2023-24 & parameters considered for respective audit:

In continuation with the Quality Initiatives mentioned under previous agenda item, the Chairperson briefed the members that Audit parameters serves as a crucial aspect for ensuring the effectiveness of quality assurance mechanisms. The Chairperson further presented the Audit wise parameters as mentioned below:

Sr. No.	Type of Audit	Parameters
1	Academic Administrative Audit	<ul style="list-style-type: none"> Regulatory Compliance and Governance Education, Skill Development, and Employability Institutional Growth and Internationalization Faculty, Student Development, and Organizational Effectiveness
2	Gender Audit	<ul style="list-style-type: none"> Equity, Inclusion, and Community Building Collaborative and Gender-Neutral Learning Workplace Security and Well-Being
3	Green Audit	<ul style="list-style-type: none"> Sustainability and Green Initiatives Energy and Resource Efficiency Water and Waste Management Eco-Friendly Practices and Transportation

The Chairperson further presented the tentative Audit Calendar as follows:

Sr. No.	Type of Audit	Proposed Dates
1	Academic Administrative Audit	21 st or 25 th May 2024
2	Gender Audit	22 nd or 23 rd May 2024
3	Green Audit	20 th May 2024 (for 3 to 4 days duration)

HELD AT _____ ON _____ TIME _____

“RESOLVED THAT the aforementioned parameters & schedule of various audits be and are hereby approved by all members of the Internal Quality Assurance Cell

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

13. To plan the “Quality Week” and other quality activities for A.Y. 2023-24:

The Chairperson invited the suggestions from members for planning “Quality Week” for A.Y. 2023-24 during which 5-days Faculty Development Program (FDP) will be organized for Teaching Staff and workshops will be organised for non - academic staff members.

The members deliberated over on different aspects of Quality which can be sensitize amongst the Students, faculty members & staff and planned the “Quality Week” for academic year 2023-24 as mentioned below:

5 Days Faculty Development Program on “Imparting Outcome Based Education (OBE) in Higher Education: Objectives, Best Practices and Measurement of Outcomes” from 21st August 2023 – 25th August 2023

Day	Topic
1	Introduction to Outcome-Based Education
2	Assessment Strategies in OBE
3	Curriculum Development and OBE
4	Teaching Strategies in OBE
5	Evaluation and Continuous Improvement

Workshops for Non-Academic Members

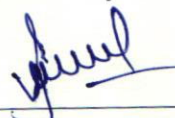
Sr. No.	Workshop Topic	Dates
1	Role of Student Support and Services in overall quality improvement	21 st August 2023
2	Significance of Documentation and Data Management through ICT in accreditation & quality enhancement	22 nd August 2023

Workshops for Students

Sr. No.	Workshop Topic	Dates
1	Understanding Quality in Education and Personal Development	23 rd August 2023
2	Quality in Learning and Academic Performance	24 th August 2023

The members further deliberated over the areas for quality improvement through measures like seminar, conferences and orientation programs along with collaborative quality initiatives.

The members after a due deliberation, passed the following resolution unanimously:



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

“RESOLVED THAT the “Quality Week”, as mentioned above, for the Academic Year 2023-24 be & is hereby approved by the members of Internal Quality Assurance Cell for its implementation and for facilitating quality improvement through measures like seminar, conferences and orientation programs along with collaborative quality initiatives on areas like Academic and Professional Development, Teaching and Learning Innovations, Entrepreneurship and Industry Engagement, Social Responsibility and Sustainability.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

14. To apprise members about the preparation towards ISO 9001:2015 Certification

The Chairperson emphasized the importance of obtaining ISO 9001:2015 Certification to enhance quality assurance, process efficiency, and institutional credibility.

It was further highlighted that, a structured roadmap was proposed for planning and executing ISO certification, with well-defined phases and activities with stipulated timeline as discussed earlier and internal members of Internal Quality Assurance Cell for facilitating the certification process.

The members after due deliberation, took note of the same.

15. To take on record Perspective Plan – Deployment Report for Academic Year 2022-23:

The Chairperson presented the Deployment Report of the Perspective Plan for the Academic Year 2022–23, outlining the key initiatives undertaken in alignment with the institution’s Vision and Mission. The report highlighted the implementation status of various strategic goals as envisioned in the Perspective Plan.

It was highlighted that the deployment report systematically mapped the implementation status of key objectives outlined in the Perspective Plan, including advancements in curriculum design, faculty development initiatives, enhancement of research and innovation capabilities, improvement in student engagement and support systems, infrastructure development, and promotion of industry and international collaborations.

The members, after due deliberation, took on record the Perspective Plan – Deployment Report for the Academic Year 2022–23.

16. To provide an update on status of data and documents collation for the quantitative and qualitative matrices of NAAC accreditation:

Dr. Vinima Gambhir provided a comprehensive update on the ongoing process of data and document collation for NAAC accreditation.

The discussion emphasized the meticulous compilation of quantitative metrics (QnM), which includes gathering institution-wide data related to key aspects such as student enrolment, faculty profiles, academic programs, research output, infrastructure, and financial resources.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The members deliberated over the progress made till now for data and document collection and decided to set periodic review of the same to track further progress development.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded with Vote of thanks.

Date: 30.09.2023
Place: Mumbai


Chairperson
Internal Quality Assurance Cell

Date: 22.09.2023

SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2023-24

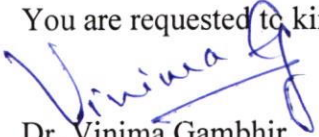
NOTICE

Notice is hereby given that the second meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2023-24 shall be held on 30th September 2023, at 10.00 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To apprise members about the Value-Added Courses approved for A.Y. 2023-24 from the list of proposed courses recommended by IQAC.
5	To take on record Academic Calendar for academic year 2023-24.
6	To present convocation report of the outgoing batch of 2021-23.
7	To discuss the Faculty Student Ratio for the A.Y. 2023-24.
8	To showcase various activities conducted by the IQAC up to September 2023.
9	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.

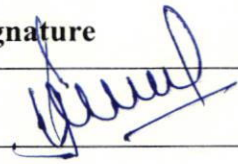
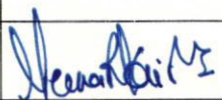
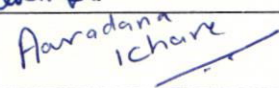
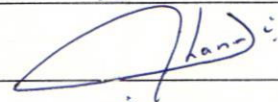
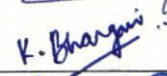
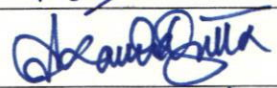
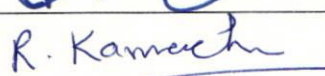
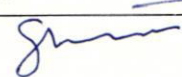
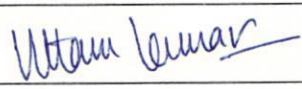
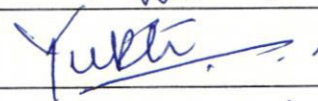
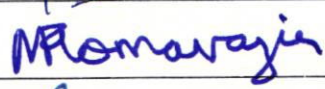
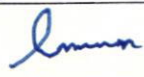
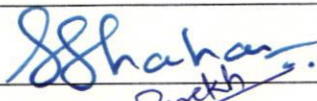
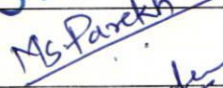
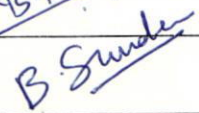
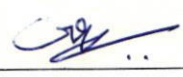
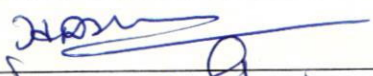
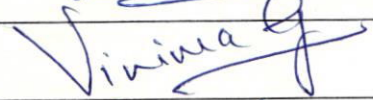


Dr. Vinima Gambhir
IQAC Coordinator (Academics)



To: All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2023-24 HELD ON 30th SEPTEMBER 2023 AT 10.00 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1	Dr. Rajan Welukar	
2	Prof. Meena Krishna	
3	Dr. Aaradhna Khare	
4	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Prof. Anando Dutta	
7	Dr. Kamatchi Iyer	
8	Dr. Sridhar Pappu	
9	Mr. Uttam Kumar	
10	Dr. Yukti Khajanchi	
11	Dr. Malcolm Homavazir	
12	Dr. Shefalika Narain	
13	Mr. Siddharth Shahani	
14	Ms. Chandani Parekh	
15	Mr. Sundeep Bhurjee	
16	Mr. Gavin Remedios	
17	Prof. Hina Thakker	
18	Dr. Vinima Gambhir	
19	Mr. Imran Kapadia	

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE SECOND MEETING OF INTERNAL QUALITY ASSURANCE
CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2023-24
HELD ON 30th SEPTEMBER 2023 AT 10.00 AM AT THE BOARDROOM OF TOWER
1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070**

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Dr. Sridhar Pappu
9. Mr. Uttam Kumar
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Hina Thakker
18. Dr. Vinima Gambhir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members and welcomed them for the meeting.

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

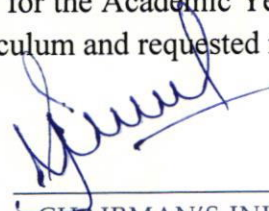
2. To present and consider minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To apprise members about the Value Added Courses approved for A.Y. 2023-24 from the list of proposed courses recommended by IQAC:

The Chairperson presented the Value-Added Courses approved for the Academic Year 2023-24, aimed at enhancing students' skills beyond the regular curriculum and requested members to take the same on record.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

After a due deliberation, the same was taken on record.

4. To take on record Academic Calendar for academic year 2023-24:

The Chairperson presented the Academic Calendar for academic year 2023-24 highlighting the key dates of examinations and term completion.

The members were requested to take the same on record.

After a due deliberation the same was taken on record by the members.

5. To present convocation report of the outgoing batch of 2021-2023:

The Chairperson presented the Convocation Report for the outgoing batch of 2021-2023, highlighting the successful organization of the event at the Jio World Centre.

The report detailed the number of graduating students, academic achievements, awards conferred, and keynote addresses delivered by distinguished guests.

The members appreciated the efforts made by the students & university and took the same on record.

6. To discuss the Faculty Student Ratio for the A.Y. 2023-24:

The Chairperson apprised the members that faculty members has been recruited for the Academic Year 2023-24 and the total faculty count for A.Y. 2023-24 is 165 considering the requirement as per student intake and the Faculty Student Ratio was found satisfactory as per the regulatory standards

The Chairperson highlighted qualifications and experience of these faculty members. The academic credentials of the newly appointed faculty members were further discussed.

After a due deliberation, the same was taken on record.

7. To showcase various activities conducted by the IQAC up to September 2023:

The Chairperson further apprised the members about the various quality initiatives taken till now:

Sr. No.	Date	Activity	Participants
1	02.07.2023	SDG Awareness Program	Faculty
2	05.07.2023	Workshop on Teaching-Learning Innovations	Faculty
3	14.07.2023	Community Engagement and Service Learning Orientation	Students
4	14.07.2023	Workshop on "Using Blooms Taxonomy for PO-CO formulating and mapping"	Faculty
5	18.07.2023	New Faculty Orientation	Faculty
6	22.07.2023	NAAC Accreditation – Orientation Program	Faculty and Staff

CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

Sr. No.	Date	Activity	Participants
1	21.08.2023 to 25.08.2023	ATLAS QUALITY WEEK 21 st to 25 th August 2023 : 5 Days Faculty Development Program on "Imparting Outcome Based Education (OBE) in Higher Education - Objectives, Best Practices and Measurement of Outcomes"	Faculty
2	21.08. 2023	ATLAS QUALITY WEEK 21 st to 25 th August 2023 : Workshop on "Role of Student Support and Services in Overall Quality Improvement"	Non Academic staff members
3	21.08. 2023	ATLAS QUALITY WEEK 21 st to 25 th August 202 : Workshop on "Significance of Documentation and Data Management through ICT in Accreditation & Quality Enhancement"	Non Academic staff members
4	23.08. 2023	ATLAS QUALITY WEEK 21 st to 25 th August 2023 : Workshop on "Understanding Quality in Education and Personal Development"	Students
5	24.08. 2023	ATLAS QUALITY WEEK 21 st to 25 th August 2023 : Workshop on "Quality in Learning and Academic Performance"	Students

The members took note of the same.

8. To recommend Registration of Alumni Association for formal recognition and fostering alumni engagement:

The Chairperson proposed the formal registration of the Alumni Association to strengthen alumni engagement and networking.

It was further briefed that formal registration would allow the institution to better track alumni contributions and involvement, leading to more meaningful and impactful engagement and contribution towards University.

After a due deliberation, members passed the following resolution unanimously:

"RESOLVED THAT the approval of all members of the Internal Quality Assurance Cell be and is hereby given for the draft of the IQAC Annual Report, as placed during the meeting.

RESOLVED FURTHER THAT the same is recommended to Board of Management for approval.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

There was no matter put forward by the members other than agenda item. Hence meeting was concluded followed by the Vote of Thanks.



Date: 11.01.2024

Place: Mumbai

Chairperson
Internal Quality Assurance Cell

Date: 04.01.2024

THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2023-24**NOTICE**

Notice is hereby given that the third meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2023-24 shall be held on 11th January 2024, at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To apprise members about Leadership Development Program conducted for Students by IQAC.
5	To provide a review of the Academic Activities in accordance with the Academic Calendar.
6	To recommend registration under National Service Scheme under Government of India.
7	To present the updates about the preparation towards NAAC accreditation & ISO certification.
8	To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2023-24.
	To apprise members about dates and preparations of upcoming Quality Audits.
9	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.



Dr. Vinima Gambhir


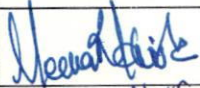
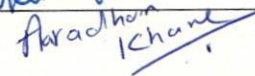
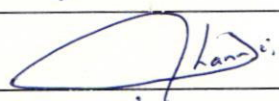
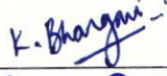



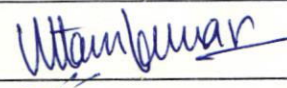
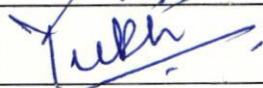
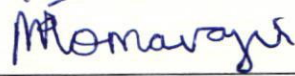

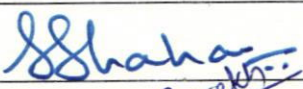
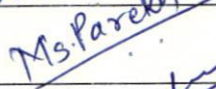
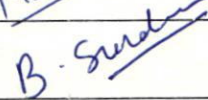


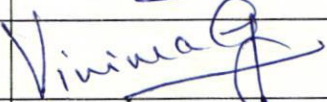

IQAC Coordinator (Academics)



To: All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2023-24 HELD ON 11th JANUARY 2024 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1	Dr. Rajan Welukar	
2	Prof. Meena Krishna	
3	Dr. Aaradhna Khare	
4	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Prof. Anando Dutta	
7	Dr. Kamatchi Iyer	
8	Dr. Sridhar Pappu	
9	Mr. Uttam Kumar	
10	Dr. Yukti Khajanchi	
11	Dr. Malcolm Homavazir	
12	Dr. Shefalika Narain	
13	Mr. Siddharth Shahani	
14	Ms. Chandani Parekh	
15	Mr. Sundeep Bhurjee	
16	Mr. Gavin Remedios	
17	Prof. Hina Thakker	
18	Dr. Vinima Gambhir	
19	Mr. Imran Kapadia	

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE THIRD MEETING OF INTERNAL QUALITY ASSURANCE
CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2023-24
HELD ON 11th JANUARY 2024 AT 10.30 AM AT THE BOARDROOM OF TOWER 1,
EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.**

Members Present:

1. Dr. Rajan Welukar
2. Prof. Meena Krishna
3. Dr. Aaradhna Khare
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Anando Dutta
7. Dr. Kamatchi Iyer
8. Dr. Sridhar Pappu
9. Mr. Uttam Kumar
10. Dr. Yukti Khajanchi
11. Dr. Malcolm Homavazir
12. Dr. Shefalika Narain
13. Mr. Siddharth Shahani
14. Ms. Chandani Parekh
15. Mr. Sundeep Bhurjee
16. Mr. Gavin Remedios
17. Prof. Hina Thakker
18. Dr. Vinima Gambhir
19. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To apprise members about Leadership Development Program conducted for Students by IQAC:

The Chairperson apprised committee members on 05.01.2024, a Leadership Development Program was conducted for students, aiming to enhance their leadership skills and capabilities.

The members appreciated the same and took note of the same.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

4. To provide a review of the Academic Activities in accordance with the Academic Calendar:

The Chairperson apprised the members that periodic review of the academic activities was taken by the IQAC members & coordinator.

The Chairperson further informed all members about that Syllabus Completion and Assessments conducted were as per the Academic Calendar and requested members to make a note of it.

The members appreciated this and noted of the same.

5. To propose the revision of the Fellowship amount under Fellowship Scheme as per latest guidelines of the UGC:

The Chairperson proposed the revision of Fellowship amount offered to Junior Research Fellows from Rs. 31,000/- per month to Rs. 37,000/- per month as per UGC public notice dated 16th October 2023.

The members deliberated over the aforementioned proposal and passed the following resolution unanimously:

“**RESOLVED THAT** the approval of all members of the Internal Quality Assurance Cell be and is hereby given for the revision of Fellowship amount offered to Junior Research Fellows from Rs. 31,000/- per month to Rs. 37,000/- per month.

RESOLVED FURTHER THAT the same is recommended to Board of Management for approval.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

6. To take on record Endowment and institutionalization of New Research Chairs:

The Chairperson introduced the agenda item concerning establishment of new endowed Research Chairs for the advancement of research in key domains across design, management and technology disciplines and in anticipation of the endowments to be received

The Chairperson further briefed about the establishment of new Research Chairs & their focus as mentioned below:

Sr. No.	Research Chair	Focus area
1	Chair in Strategic Management and Leadership	Research on corporate strategy, leadership development, and organizational effectiveness
2	Distinguished Chair in Innovation and Entrepreneurship	Research on entrepreneurship, venture capital, and innovation ecosystems
3	Chair in Corporate Social Responsibility and Ethics	Research on ethical management practices, sustainability, and corporate governance
4	Endowed Chair in Supply Chain and Operations Management	Research on supply chain management, logistics, and operational efficiency.
5	Chair in Business Analytics and Data- Driven decision making	Research on Big Data, Predictive Analytics and Data- Driven decision making

CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

After discussion, the members took the same on record.

7. To recommend registration under National Service Scheme under Government of India:

The Chairperson proposed the registration of the institution under the National Service Scheme (NSS) to enhance student engagement in community service and social responsibility initiatives. Highlighting its significance, the Chairperson emphasized that NSS registration would provide students with structured opportunities to contribute to society through various outreach programs, skill development activities, and social awareness campaigns.

The members discussed the benefits of NSS, including fostering leadership, teamwork, and civic responsibility among students. It was also noted that participation in NSS activities would enhance students' holistic development.

The members, after a due deliberation and passed the following resolution unanimously:

“RESOLVED THAT the approval of all members of the Internal Quality Assurance Cell be and is hereby given registration under National Service Scheme under Government of India.

RESOLVED FURTHER THAT the same is recommended to Board of Management for approval.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

8. To present the updates about the preparation towards NAAC accreditation & ISO Certification:

The Chairperson provided an update on the institution's preparation for NAAC accreditation, outlining the progress made in areas such as curriculum development, research output, faculty development, and infrastructure improvements.

Additionally, the Chairperson updated the members on the ISO certification preparations and finalization of documentation.

The members after due deliberation took the same on record.

9. To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2023-24:

The Chairperson apprised the members about initiation of the Feedback collection from various stakeholders for Academic Year 2023-24 as per the Feedback Collection Mechanism approved by the IQAC.

The Chairperson tabled the sample of Feedback form for the members to review the same.

The members after due deliberation and review of the sample feedback form, took the same on record.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

10. To apprise members about dates and preparations of upcoming Quality Audits:

The Chairperson informed the members about the ongoing preparations for the upcoming Quality Audits, including the Academic Audit, Green Audit, and Gender Audit, scheduled for May.

Detailed schedules were shared, highlighting the steps taken to ensure compliance with audit requirements and maintain institutional quality standards.

The members were briefed on the audit timelines and the support mechanisms established for a smooth process.

Additionally, the Chairperson provided updates on the resource persons identified for conducting the audits.

The members acknowledged the briefing and took note of the details.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded with Vote of Thanks.

**Date: 29.05.2024****Place: Mumbai**

Chairperson
Internal Quality Assurance Cell

Date: 14.01.2025

FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2024-25

NOTICE

Notice is hereby given that the fourth meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2024-25 shall be held on 29th April 2025, at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To provide a review of the Academic Activities in accordance with the Academic Calendar.
4	To apprise members about preparation towards the NAAC accreditation.
5	To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2024-25.
6	To apprise members about dates and preparations for upcoming Quality Audits.
7	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Vinima Gambhir

IQAC Coordinator (Academics)

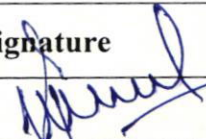
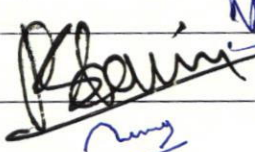


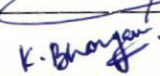

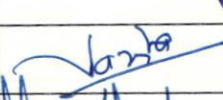

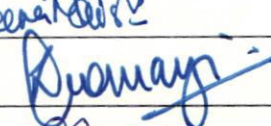
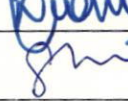
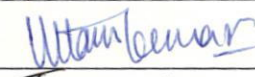
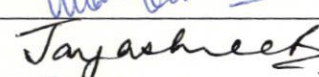
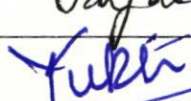
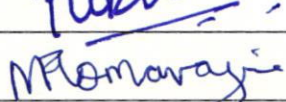
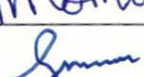


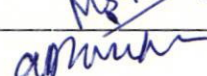
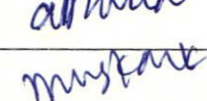
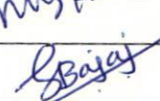
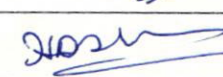
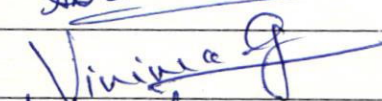
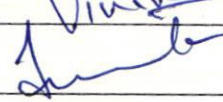


To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2023-24 HELD ON 29th MAY 2024 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI - 400070.

Sr. No.	Name(s) of the Member	Signature
1	Dr. Rajan Welukar	
2	Dr. Parag Amin	
3	Mr. Salil Thigale	
4	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Dr. Debashish Ray	
7	Dr. Varsha Agarwal	
8	Prof. Meena Krishna	
9	Dr. Zuleika Homavazir	
10	Dr. Sridhar Pappu	
11	Mr. Uttam Kumar	
12	Dr. Jayashree Balasubramanian	
13	Dr. Yukti Khajanchi	
14	Dr. Malcolm Homavazir	
15	Dr. Shefalika Narain	
16	Mr. Siddharth Shahani	
17	Ms. Chandani Parekh	
18	Mr. Aaren Panikar	
19	Ms. Muskaan Kasmani	
20	Mr. Suhail Bajaj	
21	Prof. Hina Thakker	
22	Dr. Vinima Gambhir	
23	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE FOURTH MEETING OF INTERNAL QUALITY ASSURANCE
CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2023-24
HELD ON 29th MAY 2024 AT 10.30 AM AT THE BOARDROOM OF TOWER 1,
EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.**

Members Present:

1. Dr. Rajan Welukar
2. Dr. Parag Amin
3. Mr. Salil Thigale
4. Mr. Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Prof. Meena Krishna
7. Dr. Zuleika Homavazir
8. Dr. Sridhar Pappu
9. Mr. Uttam Kumar
10. Dr. Jayashree Balasubramanian
11. Dr. Yukti Khajanchi
12. Dr. Malcolm Homavazir
13. Dr. Shefalika Narain
14. Mr. Siddharth Shahani
15. Ms. Chandani Parekh
16. Mr. Aaren Panikar
17. Ms. Muskaan Kasmani
18. Mr. Suhail Bajaj
19. Prof. Hina Thakker
20. Dr. Vinima Gambhir
21. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

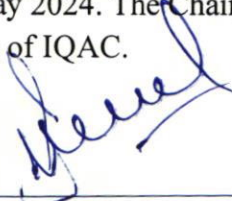
2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same

3. To inform committee members about successful submission of IIQA:

The Chairperson apprised members that the Institutional Information for Quality Assessment (IIQA) has been successfully submitted by the University on 16th May 2024. The Chairperson also acknowledged and appreciated the efforts taken by all members of IQAC.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The Chairperson further gave a comprehensive review about readiness of different Qualitative and Quantitative matrices required to be furnished during submission of Self Study Report.

The members appreciated the collective efforts taken for obtaining the NAAC accreditation.

4. To note the data submission for Academic year 2022-23 on AISHE portal:

The Chairperson informed the committee about the successful submission of institutional data for the academic year 2022-23 on the AISHE portal.

The Chairperson highlighted key data points, including student enrolment, faculty details, and research output.

The members after a due deliberation, took a note of the same.

5. To showcase various activities conducted by IQAC up to May 2024:

The Chairperson apprised committee members about various initiatives taken by IQAC which are mentioned below:

Sr. No.	Date	Activity	Participants
1	19.02.2024	BABSON Collaborative Summit on Excellence in Entrepreneurial Education	Faculty from leading Institutions/Universities in India
2	19.02.2024	Future of Profession: Pre-placement Orientation program	Students
3	06.03.2024	Workshop on Teaching through Case Studies	Faculty
4	12.03.2024	Campus Sustainability Program	Faculty and Students
5	19.04.2024	ACCUTHON 2024	Students from Management Colleges
6	26.04.2024	MSME Awareness Program	Faculty

The members appreciated the same and noted the same.

6. To discuss the Feedback Analysis of various stakeholders for A.Y. 2023-24 and to recommend action to be taken (ATR):

The Chairperson briefed the members that Feedback from various stakeholders has been opted based on the Feedback forms approved by the IQAC and the same has been critically analysed to identify the areas of improvement & strengthening.

The members further deliberated over the School Wise Feedback analysis of various stakeholders as annexed in annexure 1 and proposed the recommendations as annexed in annexure 2.

“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for School Wise Feedback analysis of various stakeholders for A.Y. 2023-24 as annexed in annexure 1.

RESOLVED FURTHER THAT the proposed recommendations as annexed in annexure 2 are hereby forwarded to the respective officer/school/department for further necessary action

CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

and they are further advised to submit the report of actions taken on the recommendations to the Internal Quality Assurance Cell on or before the end of the current academic year.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

7. To inform members about offering 4 years B.B.A. (Hon.) program in accordance with National Education Policy 2020:

The Chairperson apprised the members of the Academic Council about the proposal to introduce a 4-year Bachelor of Business Administration (B.B.A.) (Hons.) program, aligning with the Curriculum and Credit Framework for Undergraduate Programs issued by the University Grants Commission (UGC) based on NEP 2020. This initiative aims to enhance the academic rigor and professional preparedness of BBA students by incorporating a multidisciplinary approach, research components, and an optional exit pathway as per the framework.

The members were further informed that the proposed 4-year B.B.A. (Hons.) program will be offered set to BBA batch of 2023-27 and will be continued for subsequent batches.

After a due deliberation, members took the same on record.

8. To apprise members about the adoption of the Institutional Development Plan:

The Chairperson informed the members that the Governing Body of the University had directed a committee, comprising all deans of the various schools, to formulate the Institutional Development Plan (IDP). This was to be based on the strategic perspective plan already adopted by the University and the guidelines issued by the University Grants Commission.

Accordingly, a draft of the Institutional Development Plan (IDP) was prepared, outlining the transition from the strategic perspective plan to the IDP. The draft was presented before the Academic Council for discussion and review.

9. To review the functioning, resources & utilization of Library:

The Chairperson presented an overview of the library's operations, focusing on its resources, utilization, and both physical and digital collections, along with usage statistics.

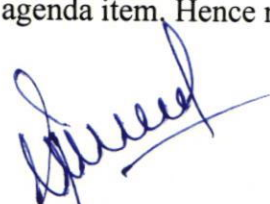
Details regarding the library's structure, including operating hours, book issuance procedures, and stock verification, were also shared.

The members were informed about the existing library protocols being followed.

After discussion, the members acknowledged and noted the updates.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded with Vote of Thanks

Date: 19.06.24
Place: Mumbai



Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS

Subject: Composition of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY

Order issued - As approved by the Vice Chancellor of the ATLAS SKILLTECH UNIVERSITY

Date: 09-06-2024

Internal Quality Assurance Cell (IQAC)

Sr. No.	Name	Position in the Committee
1	Dr. Rajan Welukar	Chairperson- Head of the Institution
2	Dr. Parag Amin	Senior administrative officer - Registrar
3	Mr. Salil Thigale	Senior administrative officer - Director, Board of Assessment & Evaluation
4	Mr. Subodh Khanna	Senior administrative officer - Chief Finance &Accounts Officer
5	Ms. Bhargavi Deshpande	Senior administrative officer - Director, Student Welfare
6	Dr. Debashish Ray	Senior administrative officer - Director, Human Resources
7	Dr. Varsha Agarwal	Senior administrative officer - Director, Doctoral Program & Research Promotion
8	Prof. Meena Krishna	Director, ATLAS ISDI School of Design and Technology
9	Dr. Zuleika Homavazir	Director, ATLAS ISME School of Management and Entrepreneurship
10	Dr. Sridhar Pappu	Director, ATLAS uGDX School of Technology
11	Mr. Uttam Kumar	Teacher
12	Dr. Jayashree Balasubramanian	Teacher
13	Dr. Yukti Khajanchi	Teacher
14	Dr. Malcolm Homavazir	Teacher
15	Dr. Shefalika Narain	Teacher
16	Mr. Siddharth Shahani	Management Representative
17	Ms. Chandani Parekh	One nominee from local society
18	Mr. Aaren Panikar	One nominee from Student
19	Ms. Muskaan Kasmani	One nominee from Alumni
20	Mr. Suhail Bajaj	One nominee from Employers
21	Prof. Hina Thakker	Director IQAC
22	Dr. Vinima Gambhir	IQAC Coordinator (Academics)
23	Mr. Imran Kapadia	IQAC Coordinator (Administration)



Terms of references:

- The term of the Internal Quality Assurance Cell shall be for two years.
- The members shall meet at least four times a year. Furthermore, they may meet as and when it is necessary.
- The cell may invite members as and when needed.

FOR ATLAS SKILLTECH UNIVERSITY


Dr. Parag Amin
Registrar



ATLAS SKILLTECH UNIVERSITY

To: All the members of Internal Quality Assurance Cell

Date: 12.06.2024

FIRST MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2024-25

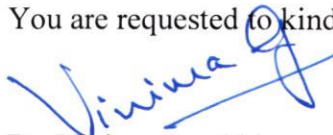
NOTICE

Notice is hereby given that the first meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2024-25 shall be held on 19th June 2024, at 11.00 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To present and consider minutes of the previous meeting.
4	To present and approve the draft IQAC Annual Report for A.Y. 2023-24.
5	To present the reports of Quality Audits conducted for A.Y. 2023-24 & deliberate over their recommendations.
6	To take on record the new programs introduced from Academic Year 2024-25 along with their outcomes.
7	To propose the Value-Added Courses for or knowledge enrichment, skill development and employability emerging from Stakeholder Feedback Analysis.
8	To brief the members about Audit Calendar for the University for Academic Year 2024-25 & parameters considered for respective audit.
9	To plan the "Quality Week" and other quality activities for A.Y. 2024-25.
10	To provide an update on status of completion of SSR.
11	To apprise members about the ISO 9001:2015 Certification.
12	To take on record Perspective Plan – Deployment Report for Academic Year 2023-24.
13	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


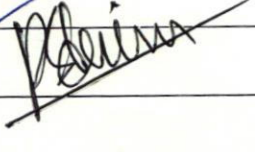
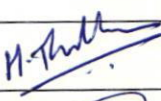

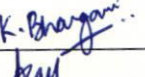


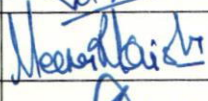
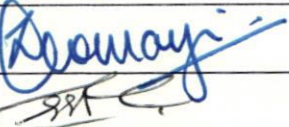

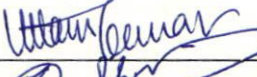

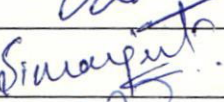
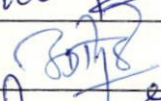
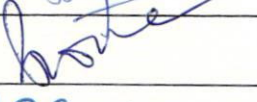
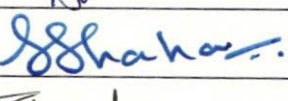
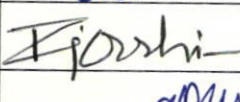
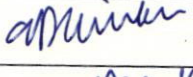
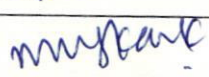
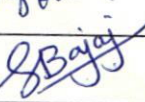
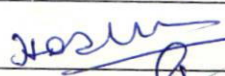

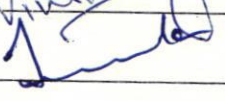

Dr. Vinima Gambhir
IQAC Coordinator (Academics)



To: All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE FIRST INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2024-25 HELD ON 19th JUNE 2024 AT 11.00 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1	Dr. Rajan Welukar	
2	Dr. Parag Amin	
3	Dr. Hemal Thakkar	
4	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Dr. Debashish Ray	
7	Dr. Varsha Agarwal	
8	Prof. Meena Krishna	
9	Dr. Zuleika Homavazir	
10	Dr. Shashikant Patil	
11	Mr. Uttam Kumar	
12	Dr. Yogesh Jadhav	
13	Dr. Simmarjeet Makkar	
14	Dr. Anand Kopare	
15	Dr. Poonam Singh	
16	Mr. Siddharth Shahani	
17	Ms. Priti Doshi	
18	Mr. Aaren Panikar	
19	Ms. Muskaan Kasmani	
20	Mr. Suhail Bajaj	
21	Prof. Hina Thakker	
22	Dr. Vinima Gambhir	
23	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

MINUTES OF THE FIRST INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2024-25 HELD ON 19th JUNE 2024 AT 11.00 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Members Present:

1. Dr. Rajan Welukar
2. Dr. Parag Amin
3. Mr. Salil Thigale
4. Mr Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Dr. Debasish Ray
7. Dr. Varsha Agarwal
8. Prof. Meena Krishna
9. Dr. Zuleika Homavazir
10. Dr. Sridhar Pappu
11. Mr. Uttam Kumar
12. Dr. Jayashree Balasubramanian
13. Dr. Yukti Khajanchi
14. Dr. Malcolm Homavazir
15. Dr. Shefalika Narain
16. Mr. Siddharth Shahani
17. Ms. Chandani Parekh
18. Mr. Aaren Panikar
19. Ms. Muskaan Kasmani
20. Mr. Suhail Bajaj
21. Prof. Hina Thakker
22. Dr. Vinima Gambhir
23. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To welcome new members of IQAC:

The Chairperson welcomed all members of IQAC.

2. To grant the leave of absence (If any):

It was informed that Ms. Muskaan Kasmani, Mr. Suhail Bajaj and Ms. Chandani Parekh have requested for the leave of absence. Accordingly, the Chairperson granted the leave the to

Ms. Muskaan Kasmani, Mr. Suhail Bajaj and Ms. Chandani Parekh with the consent of all members.

All members took note of the same.

3. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of the IQAC, which were placed at the meeting.


CHAIRMAN'S INITIALS

HELD AT _____

ON _____

TIME _____

The members considered, confirmed and noted the same.

4. To present and approve the draft IQAC Annual Report for A.Y. 2023-24:

The Chairperson presented the draft of the IQAC annual report for A.Y. 2023-24 highlighting the various Quality measures led by IQAC during A.Y. 2023-24.

The Chairperson stressed the institution's dedication to quality enhancement through initiatives such as conferences, workshops, and orientation programs. Emphasis was placed on key activities including the Mentor-Mentee Scheme, innovative teaching methods, collaborations with international universities, industry partnerships, student-centric initiatives, improvements in examination and assessment processes, increased research output, student support measures, academic progression, faculty development, and the implementation of various provisions of the National Education Policy 2020.

The members appreciated the efforts taken by the IQAC and its contribution towards enhancing the overall quality of education, research, and institutional development.

After a due deliberation, members passed the following resolution unanimously:

"RESOLVED THAT the approval of all members of the Internal Quality Assurance Cell be and is hereby given for the draft of the IQAC Annual Report for Academic Year 2023-24, as placed during the meeting.

RESOLVED FURTHER THAT the same is recommended to Academic Council and Board of Management through Academic Council for noting.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee."

5. To present the reports of Quality Audits conducted for A.Y. 2023-24 & deliberate over their recommendations:

The Chairperson informed the members that Quality Audits were carried out as per the Audit Calendar for A.Y. 2023-24 approved by the IQAC.

The Chairperson further presented the reports of Academic Administrative Audit, Gender Audit and Green audit highlighting the observations and the recommendations from each report.

The members deliberated over the recommendations of each audit report and pass the following resolution unanimously:

"RESOLVED THAT approval of the members of Internal Quality Assurance Cell be & is hereby given for the implementation of the following recommendations received through respective Quality Audit report.

RESOLVED FURTHER THAT the same is recommended to the Board of Management for consideration.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

6. To apprise members about the new program introduced from Academic Year 2024-25 and their Program Outcomes:

The Chairperson apprised the members about introduction of new programs as mentioned below from Academic Year 2024-25.

Sr. No.	School	Program
1.	ATLAS ISDI School of Design and Innovation	Master of Business Administration (MBA) in Design Management and Strategic Thinking
		Master of Design (M.Des) in Design Future
2.	ATLAS ISME School of Management and Entrepreneurship	Bachelor of Science (B.Sc) Finance

The Chairperson further explained that the MBA in Design Management and Strategic Thinking will focus on integrating design with business strategies, fostering innovation, leadership, and collaboration across creative industries. M.Des in Design Future will aim at futuristic design thinking, sustainable innovation, and interdisciplinary collaboration to prepare students for emerging design careers. B. Sc in Finance will focus on expertise in financial markets, investment analysis, risk management, and global financial systems to prepare students for careers in banking, finance, and entrepreneurship.

The members after a due deliberation, took note of the same.

7. To propose the Value-Added Courses for knowledge enrichment, skill development and employability emerging from Stakeholder Feedback Analysis:

The Chairperson highlighted the need for knowledge enrichment, skill development and employability as emerging from Stakeholder Feedback Analysis and proposed the list of Value-added courses to be offered for Academic Year 2024-25.

The Chairperson invited the contribution from all members for proposing the final list of Value-Added Courses.

The members after a due deliberation proposed the Value-Added Courses for Academic Year 2023-24 as annexed in annexure 1 and passed the resolution unanimously:

“RESOLVED THAT the approval of the members of Internal Quality Assurance Cell be & is hereby given for proposed list of Value-Added Courses for A.Y. 2024-25 as annexed in annexure 1.

RESOLVED FURTHER THAT the same are recommended to respective Board of Studies for further consideration.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.

8. To brief the members about Audit Calendar for the University for Academic Year 2024-25 & parameters considered for respective audit:

In continuation with the Quality Initiatives mentioned under previous agenda item, the Chairperson briefed the members that Audit parameters serves as a crucial aspect for ensuring the effectiveness of quality assurance mechanisms. The Chairperson further presented the Audit wise parameters as mentioned below:

a) Academic Administrative Audit:

- Promotion of education, skill development, and employability
- Institutional growth and global partnerships
- Development of faculty, students, and organizational effectiveness

b) Gender Audit:

- Promotion of equity, inclusion, and community engagement
- Collaborative and gender-neutral learning environment
- Ensuring workplace safety, security, and well-being

c) Green Audit:

- Implementation of sustainability and eco-friendly initiatives
- Optimization of energy and resource consumption
- Efficient water usage and waste management
- Adoption of eco-conscious practices and sustainable transportation

The Chairperson further presented the tentative Audit Calendar as follows:

Sr. No.	Type of Audit	Proposed Dates
1	Academic Administrative Audit	22 nd May 2025
2	Gender Audit	18 th May 2025
3	Green Audit	24 th May 2025

“RESOLVED THAT the aforementioned parameters & schedule of various audits be and are hereby approved by all members of the Internal Quality Assurance Cell

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”

9. To plan the “Quality Week” and other quality activities for A.Y. 2024-25:

The Chairperson invited the suggestions from members for planning “Quality Week” for A.Y. 2024-25 during which 5-days Faculty Development Program (FDP) will be organized for Teaching Staff and workshops will be organised for non -


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

academic staff members.

The members deliberated over on different aspects of Quality which can be sensitize amongst the Students, faculty members & staff and planned the “Quality Week” for academic year 2024-25 as mentioned below:

5 Days Faculty Development Program on “Bloom’s Taxonomy-Driven Approach to Outcome-Based Education in Higher Education: Aligning Objectives with Measurable Outcomes” from 18 th August 2024 – 22 nd August 2024	
Day	Topic
1	Foundations of Innovative Pedagogy
2	Active Learning Strategies
3	Technology-Enhanced Learning
4	Differentiated Instruction and Inclusivity
5	Assessing Learning and Building a Collaborative Learning Community

Workshops for Non- Academic Members		
Sr. No.	Workshop Topic	Dates
1	Quality Enhancement in Administrative Functions: A Way towards Institutional Excellence	18 th August 2024
2	Quality through Compassion: Building an Empathy-Driven Workplace	19 th August 2024

Workshops for Students		
Sr. No.	Workshop Topic	Dates
1	Building Bridges through Compassionate Community Engagement	20 th August 2024
2	Achieving Academic Excellence: Skills, Strategies, and Mind-set	21 st August 2024

The members further deliberated over the areas for quality improvement through measures like seminar, conferences and orientation programs along with collaborative quality initiatives.

The members after a due deliberation, passed the following resolution unanimously:

“RESOLVED THAT the “Quality Week”, as mentioned above, for the Academic Year 2024-25 be & is hereby approved by the members of Internal Quality Assurance Cell for its implementation and for facilitating quality improvement through measures like seminar, conferences and orientation programs along with collaborative quality initiatives on areas like Academic and Professional Development, Teaching and Learning Innovations and Social Responsibility.

RESOLVED FURTHER THAT a certified copy of this resolution may be furnished to the concerned person(s) and/or authorities for giving effect to this resolution, under the hands of the Chairperson or Authorized person of the Committee.”



CHAIRMAN’S INITIALS

HELD AT _____ ON _____ TIME _____

10. To provide an update on status of completion of SSR:

Dr. Vinima Gambhir provided a comprehensive update on the ongoing process of data and document collation for NAAC accreditation. The discussion emphasized the meticulous compilation of quantitative metrics (QnM), which includes gathering institution-wide data related to key aspects such as student enrolment, faculty profiles, academic programs, research output, infrastructure, and financial resources.

The members deliberated over the progress made till now for data and document collection and decided to set periodic review of the same to track further progress development.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded with Vote of thanks.

11. To apprise members about the ISO 9001:2015 Certification:

The Chairperson delightedly informed members about award of ISO 9001:2015 Certification and appreciated efforts taken by the members of Internal Quality Assurance Cell in implementing quality enhancement initiatives, ensuring compliance with institutional standards, and fostering a culture of continuous improvement across academic and administrative functions.

The members congratulated the Internal Quality Assurance Cell (IQAC) team for their dedication and commitment to quality enhancement, recognizing their significant contributions towards achieving institutional excellence and continuous improvement.

12. To take on record the Perspective Plan – Deployment Report for the Academic Year 2023–24:

The Chairperson presented the Deployment Report of the Perspective Plan for the Academic Year 2023–24, detailing the major initiatives implemented in alignment with the institution's Vision and Mission.

The report provided a comprehensive overview of the progress made toward achieving the strategic objectives outlined in the Perspective Plan.

It was noted that the Deployment Report systematically tracked the execution of key goals, including developments in curriculum design, faculty development programs, strengthening of research and innovation capabilities, enhancement of student engagement and support services, infrastructure upgrades, and the advancement of industry and international collaborations.

Following thorough deliberation, the members unanimously resolved to take on record the Perspective Plan – Deployment Report for the Academic Year 2023–24.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded with vote of thanks.

Date: 27.09.2024

Place: Mumbai



Chairperson
Internal Quality Assurance Cell

CHAIRMAN'S INITIALS _____

Date: 20.09.2024

SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2024-25

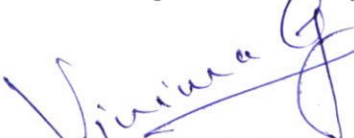
NOTICE

Notice is hereby given that the second meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2024-25 shall be held on 27th September 2024, at 10.00 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To apprise members about the Value-Added Courses approved for A.Y. 2024-25 from the list of proposed courses recommended by IQAC.
4	To take on record Academic Calendar for academic year 2024-25.
5	To present convocation report of the outgoing batches.
6	To discuss the Faculty Student Ratio for the A.Y. 2024-25.
7	To showcase various activities conducted by the IQAC up to September 2024.
8	To apprise members about the participation of faculty members in Eight Days Online NEP 2020 Orientation & Sensitization Programme scheduled from 5th to 14th August, 2024 under UGC– Malaviya Mission Teacher Training Centre (MMTTC) through Staff Training and Research Institute of Distance Education (STRIDE).
9	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.

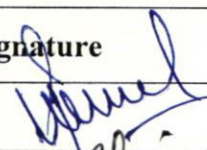
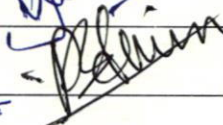


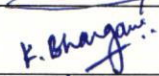
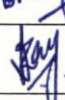


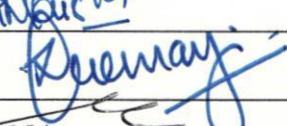
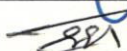

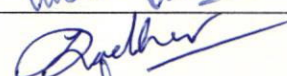
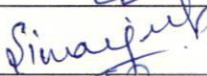
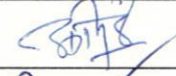


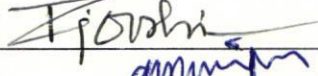
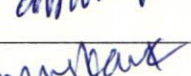
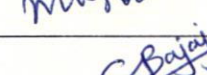

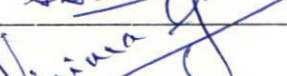



 Dr. Vinima Gambhir
 IQAC Coordinator (Academics)



To: All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE SECOND MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2024-25 HELD ON 27th SEPTEMBER 2024 AT 10.00 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1	Dr. Rajan Welukar	
2	Dr. Parag Amin	
3	Dr. Hemal Thakkar	
4	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Dr. Debashish Ray	
7	Dr. Varsha Agarwal	
8	Prof. Meena Krishna	
9	Dr. Zuleika Homavazir	
10	Dr. Shashikant Patil	
11	Mr. Uttam Kumar	
12	Dr. Yogesh Jadhav	
13	Dr. Simmarjeet Makkar	
14	Dr. Anand Kopare	
15	Dr. Poonam Singh	
16	Mr. Siddharth Shahani	
17	Ms. Priti Doshi	
18	Mr. Aaren Panikar	
19	Ms. Muskaan Kasmani	
20	Mr. Suhail Bajaj	
21	Prof. Hina Thakker	
22	Dr. Vinima Gambhir	
23	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

**MINUTES OF THE SECOND MEETING OF INTERNAL QUALITY ASSURANCE
CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2024-25
HELD ON 27th SEPTEMBER 2024 AT 10.00 AM AT THE BOARDROOM OF TOWER
1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.**

Members Present:

1. Dr. Rajan Welukar
2. Dr. Parag Amin
3. Mr. Salil Thigale
4. Mr Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Dr. Debasish Ray
7. Dr. Varsha Agarwal
8. Prof. Meena Krishna
9. Dr. Zuleika Homavazir
10. Dr. Sridhar Pappu
11. Mr. Uttam Kumar
12. Dr. Jayashree Balasubramanian
13. Dr. Yukti Khajanchi
14. Dr. Malcolm Homavazir
15. Dr. Shefalika Narain
16. Mr. Siddharth Shahani
17. Ms. Chandani Parekh
18. Mr. Aaren Panikar
19. Ms. Muskaan Kasmani
20. Mr. Suhail Bajaj
21. Prof. Hina Thakker
22. Dr. Vinima Gambhir
23. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members and welcomed them for the meeting.

1. To grant the leave of absence (If any):

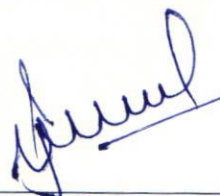
It was noted that all members were present and hence no leave of absence was requested or granted.

All members took note of the same.

2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

3. To apprise members about the Value-Added Courses approved for A.Y. 2024-25 from the list of proposed courses recommended by IQAC:

The Chairperson presented the Value-Added Courses approved for the Academic Year 2024-25, aimed at enhancing students' skills beyond the regular curriculum and requested members to take the same on record.

After a due deliberation, the same was taken on record.

4. To take on record Academic Calendar for academic year 2024-25:

The Chairperson presented the Academic Calendar for academic year 2024-25 highlighting the key dates of examinations and term completion.

The members were requested to take the same on record.

After a due deliberation the same was taken on record by the members.

5. To present convocation report of the outgoing batches:

The Chairperson presented the Convocation Report for the outgoing batches, highlighting the successful organization of the event.

The report detailed the number of graduating students, academic achievements, awards conferred, and keynote addresses delivered by distinguished guests.

The members appreciated the efforts taken by the students & university and took the same on record.

6. To discuss the Faculty Student Ratio for the A.Y. 2024-25:

The Chairperson apprised the members that faculty members has been recruited for the Academic Year 2024-25 and the Faculty Student Ratio was found satisfactory as per the regulatory standards

The Chairperson highlighted qualifications and experience of these faculty members. The academic credentials of the newly appointed faculty members were further discussed.

After a due deliberation, the same was taken on record.

7. To apprise members about the participation of faculty members in Eight Days Online NEP 2020 Orientation & Sensitization Programme scheduled from 5th to 14th August, 2024 under UGC- Malaviya Mission Teacher Training Centre (MMTTC) through Staff Training and Research Institute of Distance Education (STRIDE):

The Chairperson informed the Board that Eight Days Online NEP 2020 Orientation & Sensitization Programme was scheduled from 5th to 14th August, 2024 under UGC- Malaviya Mission Teacher Training Centre (MMTTC) through Staff Training and Research Institute of Distance Education (STRIDE) and the members mentioned below participated in the same:

CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

- Dr. Poonam Singh
- Dr. Vinima Gambhir
- Dr. Varsha Agarwal
- Dr. Kajal Chhedda
- Dr. Shweta Loonkar
- Ms. Divya Jaitly

The members appreciated the same and took note of the same.

8. **To apprise the members about the list of UGC Master Trainers in Indian Knowledge System:**

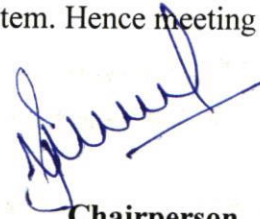
The Chairperson apprised the Board that University Grant Commission has published the list of Master Trainers in Indian Knowledge System vide circular dated 9th August 2024. The Registrar further informed the Board that these master trainers are now skilled enough to train others on Indian Knowledge System which is an important thrust area of the National Education Policy 2020. The members were requested to take same on record.

After a due deliberation over the UGC's circulation, members took the same on record.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded followed by the Vote of Thanks.

Date: 23.01.2025

Place: Mumbai



Chairperson
Internal Quality Assurance Cell

Subject: Composition of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY

Order issued - As approved by the Vice Chancellor of the ATLAS SKILLTECH UNIVERSITY

Date: 10-01-2025

Internal Quality Assurance Cell (IQAC)

Sr. No.	Name	Position in the Committee
1	Dr. Rajan Welukar	Chairperson- Head of the Institution
2	Dr. Parag Amin	Senior administrative officer - Registrar
3	Dr. Hemal Thakkar	Senior administrative officer - Director, Board of Assessment & Evaluation
4	Mr. Subodh Khanna	Senior administrative officer - Chief Finance &Accounts Officer
5	Ms. Bhargavi Deshpande	Senior administrative officer - Director, Student Welfare
6	Dr. Debashish Ray	Senior administrative officer - Director, Human Resources
7	Dr. Sonia Bhavsar	Senior administrative officer - Chief Librarian
8	Dr. Varsha Agarwal	Senior administrative officer - Director, Doctoral Program & Research Promotion
9	Ms. Nandita Deora	Senior administrative officer - Director, Operations
10	Prof. Meena Krishna	Director, ATLAS ISDI School of Design and Technology
11	Dr. Zuleika Homavazir	Director, ATLAS ISME School of Management and Entrepreneurship
12	Dr. Sridhar Pappu	Director, ATLAS uGDX School of Technology
13	Mr. Uttam Kumar	Teacher
14	Dr. Jayashree Balasubramanian	Teacher
15	Dr. Yukti Khajanchi	Teacher
16	Dr. Malcolm Homavazir	Teacher
17	Dr. Shefalika Narain	Teacher
18	Mr. Siddharth Shahani	Management Representative
19	Ms. Chandani Parekh	One nominee from local society
20	Mr. Aaren Panikar	One nominee from Student
21	Ms. Muskaan Kasmani	One nominee from Alumni
22	Mr. Suhail Bajaj	One nominee from Employers
23	Prof. Hina Thakker	Director IQAC
24	Dr. Vinima Gambhir	IQAC Coordinator (Academics)
25	Mr. Imran Kapadia	IQAC Coordinator (Administration)



Terms of references:

- The term of the Internal Quality Assurance Cell shall be for two years.
- The members shall meet at least four times a year. Furthermore, they may meet as and when it is necessary.
- The cell may invite members as and when needed.

FOR ATLAS SKILLTECH UNIVERSITY


Dr. Parag Amin
Registrar

ATLAS SKILLTECH UNIVERSITY



To: All the members of Internal Quality Assurance Cell

Date: 14.01.2025

THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR
A.Y.2024-25

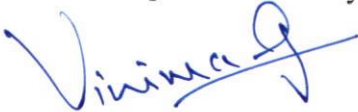
NOTICE

Notice is hereby given that the third meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2024-25 shall be held on 23rd January 2025 , at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla - West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To provide a review of the Academic Activities in accordance with the Academic Calendar.
4	To present activities conducted under National Service Scheme under Government of India.
5	To apprise members about successful submission of SSR.
6	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.



Dr. Vinima Gambhir

IQAC Coordinator (Academics)


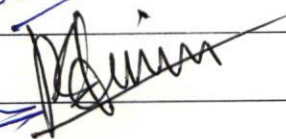


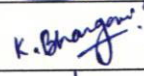

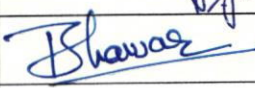

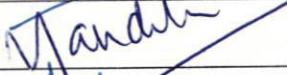

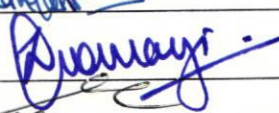

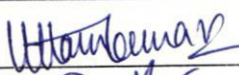

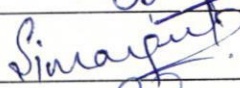

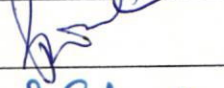

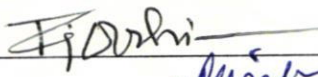
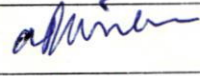
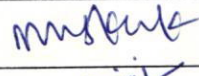
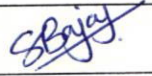

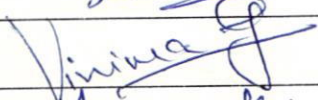
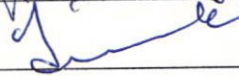


To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2024-25 HELD ON 23rd JANUARY 2025 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Sr. No.	Name(s) of the Member	Signature
1	Dr. Rajan Welukar	
2	Dr. Parag Amin	
3	Dr. Hemal Thakkar	
4	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Dr. Debashish Ray	
7	Dr. Sonia Bhavsar	
8	Dr. Varsha Agarwal	
9	Ms. Nandita Deora	
10	Prof. Meena Krishna	
11	Dr. Zuleika Homavazir	
12	Dr. Shashikant Patil	
13	Mr. Uttam Kumar	
14	Dr. Yogesh Jadhav	
15	Dr. Simmarjeet Makkar	
16	Dr. Anand Kopare	
17	Dr. Poonam Singh	
18	Mr. Siddharth Shahani	
19	Ms. Priti Doshi	
20	Mr. Aaren Panikar	
21	Ms. Muskaan Kasmani	
22	Mr. Suhail Bajaj	
23	Prof. Hina Thakker	
24	Dr. Vinima Gambhir	
25	Mr. Imran Kapadia	

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

MINUTES OF THE THIRD MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2024-25 HELD ON 23rd JANUARY 2025 AT 10.30 AM AT THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Members Present:

1. Dr. Rajan Welukar
2. Dr. Parag Amin
3. Dr. Hemal Thakker
4. Mr Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Dr. Debashish Ray
7. Dr. Sonia Bhavsar
8. Dr. Varsha Agarwal
9. Ms. Nandita Deora
10. Prof. Meena Krishna
11. Dr. Zuleika Homavazir
12. Dr. Shashikant Patil
13. Mr. Uttam Kumar
14. Dr. Yogesh Jadhav
15. Dr. Simmarjeet Makkar
16. Dr. Anand Kopare
17. Dr. Poonam Singh
18. Mr. Siddharth Shahani
19. Ms. Priti Doshi
20. Mr. Aaren Panikar
21. Ms. Muskaan Kasmani
22. Mr. Suhail Bajaj
23. Prof. Hina Thakker
24. Dr. Vinima Gambhir
25. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted. All members took note of the same.

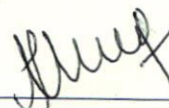
2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To provide a review of the Academic Activities in accordance with the Academic Calendar:

The Chairperson apprised the members that periodic review of the academic activities was taken by the IQAC members & coordinator.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The Chairperson further informed all members about that Syllabus Completion and Assessments conducted were as per the Academic Calendar and requested members to make a note of it.

The members appreciated this and noted of the same.

4. To present the activities conducted under National Service Scheme under Government of India:

The Chairperson highlighted recent NSS activities, including the Beach Clean-Up Drive from 18th to 21st September 2024 as part of Swachh Bharat Abhiyan, promoting cleanliness and environmental awareness. On 26th November 2024, EmpowerHer Edition 1 was organized to support women entrepreneurship through workshops and networking. Additionally, a Stationery Drive on 14th November 2024 aimed to provide essential school supplies to underprivileged students, reflecting the institution's commitment to community service and social responsibility.

The members appreciated the same and took a note of the same.

5. To apprise members about successful submission of Self Study Report:

The Chairperson informed the IQAC members about the successful submission of the Self Study Report (SSR), a crucial document for accreditation and quality assurance.

The Chairperson acknowledged the significant efforts of the IQAC members in gathering data and ensuring the report's success and further informed the members that the next steps involve preparing for the peer review and addressing feedback from the accreditation body, while continuing the commitment to quality enhancement.

The members appreciated the same and deliberated over the next steps to prioritise and took a note of the same.

There was no matter put forward by the members other than agenda item. Hence meeting was concluded followed by the Vote of Thanks.

Date: 29.04.2025

Place: Mumbai



Chairperson
Internal Quality Assurance Cell

Date: 14.01.2025

FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL FOR A.Y.2024-25

NOTICE

Notice is hereby given that the fourth meeting of Internal Quality Assurance Cell (IQAC) of ATLAS SKILLTECH UNIVERSITY for Academic Year 2024-25 shall be held on 29th April 2025, at 10.30 AM at the Boardroom of ATLAS SKILLTECH UNIVERSITY on 6th Floor, Tower 1, Equinox Business Park, L.B.S Marg, Kurla -West, Mumbai-400070.

Please find below the agenda for the meeting for your ready reference.

Sr. No.	AGENDA
1	To appoint the Chairperson.
2	Granting leave of absence.
3	To provide a review of the Academic Activities in accordance with the Academic Calendar.
4	To apprise members about preparation towards the NAAC accreditation.
5	To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2024-25.
6	To apprise members about dates and preparations for upcoming Quality Audits.
7	Any other matter with the permission of Chair.

You are requested to kindly make it convenient to attend the same.


Dr. Vinima Gambhir

IQAC Coordinator (Academics)

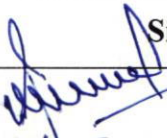
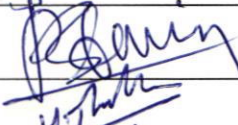


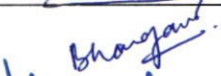
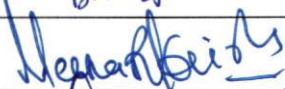
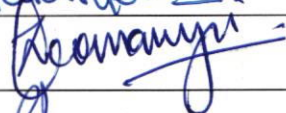

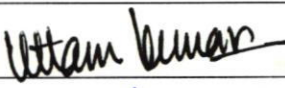
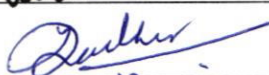
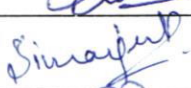





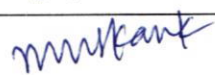

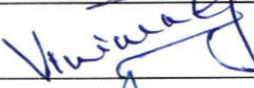
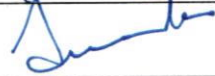


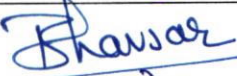

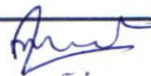
To:

All members of the Internal Quality Assurance Cell

HELD AT _____ ON _____ TIME _____

ATTENDANCE REGISTER FOR THE INTERNAL QUALITY ASSURANCE CELL MEETING OF ATLAS SKILLTECH UNIVERSITY HELD ON TUESDAY, APRIL 29, 2025, AT 10:30 AM IN THE 7th FLOOR CONFERENCE HALL OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI - 400070.

Sr. No.	Name of the Members	Signature
1	Dr. Rajan Welukar	
2	Dr. Parag Amin	
3	Dr. Hemal Thakker	
4 ✓	Mr. Subodh Khanna	
5	Ms. Bhargavi Deshpande	
6	Prof. Meena Krishna	
7	Dr. Zuleika Homavazir	
8	Dr. Shashikant Patil	
9	Mr. Uttam Kumar	
10	Dr. Yogesh Jadhav	
11	Dr. Simmarjeet Makar	
12	Dr. Anand Kopare	
13	Dr. Poonam Singh	
14	Mr. Siddharth Shahani	
15	Ms. Priti Doshi	
16	Mr. Aaren Panikar	
17	Ms. Muskan Kasmani	
18	Prof. Hina Thakker	
19	Dr. Vinima Gambhir	
20	Mr. Imran Kapadia	

21. Dr. Sonia Bhavsar 
 22. Dr. Vanya Agarwal 
 23. Nandita Deora.
 24. Debashish Ray
 25. Dr. Suran Meidan 

CHAIRMAN'S INITIALS _____

HELD AT _____ ON _____ TIME _____

MINUTES OF THE FOURTH MEETING OF INTERNAL QUALITY ASSURANCE CELL OF ATLAS SKILLTECH UNIVERSITY FOR ACADEMIC YEAR 2024-25 HELD ON 29th APRIL 2025, AT 10.30 AM IN THE BOARDROOM OF TOWER 1, EQUINOX BUSINESS PARK, KURLA (WEST), MUMBAI – 400070.

Members Present:

1. Dr. Rajan Welukar
2. Dr. Parag Amin
3. Dr. Hemal Thakker
4. Mr Subodh Khanna
5. Ms. Bhargavi Deshpande
6. Dr. Debashish Ray
7. Dr. Sonia Bhavsar
8. Dr. Varsha Agarwal
9. Ms. Nandita Deora
10. Prof. Meena Krishna
11. Dr. Zuleika Homavazir
12. Dr. Shashikant Patil
13. Mr. Uttam Kumar
14. Dr. Yogesh Jadhav
15. Dr. Simmarjeet Makkar
16. Dr. Anand Kopare
17. Dr. Poonam Singh
18. Mr. Siddharth Shahani
19. Ms. Priti Doshi
20. Mr. Aaren Panikar
21. Ms. Muskaan Kasmani
22. Mr. Suhail Bajaj
23. Prof. Hina Thakker
24. Dr. Vinima Gambhir
25. Mr. Imran Kapadia

Dr. Rajan Welukar occupied the chair with the permission of all members.

1. To grant the leave of absence (If any):

It was noted that all members were present and hence no leave of absence was requested or granted. All members took note of the same.

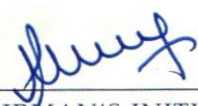
2. To present and consider the minutes of the previous meeting:

The members were requested to note the minutes of the previous Meeting of IQAC, which were placed at the meeting.

The members considered, confirmed and noted the same.

3. To provide a review of the Academic Activities in accordance with the Academic Calendar:

The Chairperson apprised the members that periodic review of the academic activities was taken by the IQAC members & coordinator.



CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

The Chairperson further informed all members about that Syllabus Completion and Assessments conducted were as per the Academic Calendar and requested members to make a note of it.

The members appreciated this and noted of the same.

4. To apprise members about preparation towards the NAAC accreditation:

The Chairperson apprised the members about the ongoing and intensive preparations for the forthcoming NAAC (National Assessment and Accreditation Council) peer team visit.

The Chairperson emphasized the significance of this accreditation process in establishing the University's academic credibility, institutional quality, and commitment to continuous improvement.

It was informed that all requisite documentation related to the Self-Study Report (SSR), departmental data, and University wide documentation have been compiled and are being regularly updated in alignment with NAAC criteria. Special emphasis has been placed on the seven NAAC criteria, including Curricular Aspects, Teaching-Learning and Evaluation, Research and Innovations, Infrastructure, Student Support, Governance, and Institutional Values.

The Chairperson further mentioned that internal members of the IQAC are actively coordinating to ensure evidence-based documentation and are well-prepared for interactions with the peer team.

The members took note of the detailed preparation status.

5. To apprise members about initiation of Feedback collection from various stakeholders for Academic Year 2024-25:

The Chairperson apprised the members about initiation of the Feedback collection from various stakeholders for Academic Year 2024-25 as per the Feedback Collection Mechanism approved by the IQAC.

The Chairperson tabled the sample of Feedback form for the members to review the same.

The members after due deliberation and review of the sample feedback form, took the same on record.

6. To apprise members about dates and preparations of upcoming Quality Audits:

The Chairperson informed the members about the ongoing preparations for the upcoming Quality Audits, including the Academic Audit, Green Audit, and Gender Audit, scheduled for May.

Detailed schedules were shared, highlighting the steps taken to ensure compliance with audit requirements and maintain institutional quality standards.

The members were briefed on the audit timelines and the support mechanisms established for a smooth process.

Additionally, the Chairperson provided updates on the resource persons identified for conducting the audits.

The members acknowledged the briefing and took note of the details.


CHAIRMAN'S INITIALS

HELD AT _____ ON _____ TIME _____

There was no matter put forward by the members other than agenda item. Hence meeting was concluded followed by the Vote of Thanks.

Date: 15.05.2025

Place: Mumbai



Chairperson

Internal Quality Assurance Cell