



Acharya Vishnu Gupt

# Subharti College of Management & Commerce

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A constituent college of

## SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)



Ref. No.: SVSU/AVGSCMC/2019-20/QEWC-01

Dated: 15/04/2020

### NOTICE

A meeting of Quality Enhancement Working Committee (QEWC) will be held online on Saturday, 18<sup>th</sup> April 2020 at 11:00 AM.

The following are the agenda items:

**Agenda Item No. 1:** To confirm the minutes of QEWC meeting held online on 2<sup>nd</sup> March 2020.

**Agenda Item No. 2:** To report the Action Taken on the Minutes of QEWC held online on 2<sup>nd</sup> March 2020.

**Agenda Item No. 3:** To Discuss conduction of online classes as per order received from the office of the registrar on the directive of Honorable Vice chancellor

**Agenda Item No. 4:** Any other Item with the permission of the chair.

Prof.(Dr.) Padma Misra  
Member Secretary, QEWC



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Ref. No.: SVSU/AVGSCMC/2019-20/QEWC-01

Dated: 20-04-2020

### MINUTES OF MEETING HELD ON 18<sup>TH</sup> APRIL 2020

A meeting of Quality Enhancement Working Committee (QEWC) held online on Saturday, 18<sup>th</sup> April 2020 at 11:00 AM in the office of the Dean, under the guidance of Prof. (Dr.) Balwinder N. Bedi, Dean, FoMC

The following members were present in the meeting:

1	Prof. (Dr.) Balwinder N. Bedi	Chairperson
2	Prof. (Dr.) A. K. Tyagi	Vice- Chairperson
4	Dr. Vivek Aggarwal	Member
5	Dr. Sapna Malik	Member
6	Prof. (Dr.) Padma Misra	Member, Secretary

The Dean and Chairperson, QEWC welcomed all the members. The following agenda items were discussed during the meeting:

**Agenda Item No. 1:** To confirm the minutes of QEWC meeting held online on 2<sup>nd</sup> March 2020. (Annexure 1)

**Discussion and Resolution:** All members of the QEWC noted and approved the minutes of the Meeting.

**Agenda Item No. 2:** To report the Action Taken on the Minutes of QEWC held online on 2<sup>nd</sup> March 2020. (Annexure 2)

**Discussion and Resolution:** All members of the QEWC noted and approved the Action Taken.

**Agenda Item No. 3:** To Discuss conduction of online classes as per order received from the office of the registrar on the directive of Honorable Vice chancellor

**Discussion and Resolution:** The members noted the order and approved the conclusion of online classes. It was ordained that record of all lectures must be maintained by faculty. Following formats were approved:

- 1) Google classroom for tests, assignment submission, video and teaching material uploads
- 2) Zoom, Skype and Google Meet for online lecture
- 3) Youtube for Pre-recorded lecture upload.
- 4) University ERP for document upload of limited file size.
- 5) Email, Whatsapp group can also be used for communication and dissemination of information.

Prof. (Dr.) Balwinder N. Bedi, Chairperson, QEWC concluded the meeting with a vote of thanks.

Prof. (Dr.) Balwinder N. Bedi  
Chairperson, QEWC

Prof. (Dr.) Padma Misra  
Member Secretary, QEWC

Dear  
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