AMITY UNIVERSITY
----------------------UTTAR PRADESH----------------------

22nd University IQAC Meeting
April 2023
Minutes of the Meeting

The 22nd University IQAC meeting was conducted on 9 and 10 May 2023 (2 days) under the Chairpersonship of Prof (Dr) Balvinder Shukla, Chairperson University IQAC and Hon'ble Vice Chancellor, AUUP.

List of attendees is enclosed as **Annexure 'A'.**

1. After ascertaining the quorum for the meeting, Dr R S Rai, Director IQAC, started the meeting with the permission of Chair and welcomed all the members of the University IQAC.

   1.1 Opening Address by the Chairperson University IQAC – At the outset the Chairperson University IQAC & Vice Chancellor, AUUP welcomed University IQAC members, external members, alumni members and all those present in the meeting.

   ➢ The Chairperson opened the house by informing the house of the successful conduct of visit of QAA team for re-accreditation of the university which ended on 5 May 2023. The team had virtually visited the Dubai and Lucknow campus and physically visit Tashkent, Greater Noida and Noida campus as per the schedule.

   ➢ She informed the house that WSCUS has re-accredited AUUP for a period of eight years vide the commission action letter dated 17 March 2023.

   ➢ University hosted the Preparatory Camp for the Divyangjan Athletes (Intellectually disabled) from 24-29 April, who will represent India in the next Special Olympics World Games scheduled to be held in Berlin during June this year. This is yet another milestone achieved by Amity towards its endeavors to support the Divyangjan for holistic development of their personality.

   ➢ Recently Amity University organized four consecutive International Alumni Meets in New York, San Francisco, Vancouver, and Toronto and many senior Alumni working in top multi-national came for the get-together wherein the Vice Chancellor and other faculty members from the international campuses participated. These Alumni are always a part of the Amity family & their energy & spark continue to script the Amity future together.

   ➢ The Alumni Reunion 2023 in Noida campus was rescheduled from 29th April 2023 to Saturday, 13th May 2023 so that more Alumni may plan to join it from various parts of the world. The University is preparing to welcome them and felicitate them.

2. Agenda Items

UIQAC-22/2022-2023/AG1: Confirmation of minutes of previous University IQAC

UIQAC-22/2022-2023/AG2: Action taken report (ATR) on minutes of 21st University IQAC meeting

UIQAC-22/2022-2023/AG3: Review of Accreditation Status

UIQAC-22/2022-20232/AG4: Presentation of AQAR 2021-22 and review of benchmarking of metrics as per NAAC guidelines.

UIQAC-22/2022-2023/AG5: Progress on students' progression & Analysis of students' progression

UIQAC-22/2022-2023/AG6: Presentation by Dean SS & AA:

   a) Feedback obtained, analyzed, and action taken for 2022-2023
   b) Status of class planned and conducted. Identify the gaps (if any) and action plan.

UIQAC-22/2022-2023/AG7: Outcome Assessment Report 2023 - Analysis of outcome assessment for the year 2023 and Action Plan on the gaps identified.

UIQAC-22/2022-2023/AG8: Review of Critical /Salient Observations from Internal Audits conducted during the last 3 months.

UIQAC-22/2022-2023/AG9: Status of Scopus Publication and Citations of AUUP till March 2023

UIQAC-22/2022-2023/AG10: Review of Domain IQAC's working/ progress during the last 3 month.

2.1 The discussions on above agenda items are given in succeeding paragraphs: -

UIQAC-22/2022-2023/AG1: Confirmation of minutes of previous University IQAC:

Minutes of previous meeting were read which were approved as per the protocol. The minutes of the 21st University IQAC meeting was approved by the Chairperson University IQAC. Director IQAC confirmed that points needing actions have been circulated to all concerned.

UIQAC-22/2022-2023/AG2: Action taken report (ATR) on minutes of 21st University IQAC meeting.

The Action Taken Report on minutes of 21st University IQAC meeting was presented, and all points were closed.

UIQAC-22/2022-2023/AG3: Review of Accreditation Status

1. Reaffirmation of accreditation AUUP Visit by WASC Senior College and University Commission WSCUC, USA

   a. Amity University has been accredited by WASC Senior College and University Commission (WSCUC) since 2016 which was valid till July 2023.
   b. The process of Reaccreditation was initiated in May 2021. The WSCUC Peer Team visited AUUP campuses (Noida, Gr Noida, and Dubai campuses) for Reaffirmation of Accreditation between 23-29 September 2022.
   c. WSCUC Commission Action Letter reflecting the decision taken regarding reaffirmation of accreditation was received on 17 March 2023. Highlights of the Action letter are mentioned below:
      1. **Amity University Uttar Pradesh has been Re-accredited for a period of eight years**.
      2. Schedule the next reaffirmation review with the Offsite Review in spring 2030 and the Accreditation Visit in fall 2030.
      3. Interim Report to be submitted by March 1, 2027, to address all requirements.
      4. A Progress Report to be submitted by March 1, 2024, to address satisfaction of WSCUC Substantive Change requirements for approval of new programs and locations prior to implementation.

2. United Nations World Tourism Organization – Tourism Education Quality (UNWTO.TedQual): 4th Cycle of Accreditation

   a. The programmes Master of Travel & Tourism Management (MTTM), BA (Tourism Administration), BBA (Tourism Management) of Amity Institute of Travel and Tourism (AITT), Noida Campus have undergone three cycles of accreditation from 2013 till October 2022.
   b. The virtual audit of AITT by UNWTO TedQual Themis for fourth cycle of accreditation was conducted from 02 to 05 January 2023.
   c. Renewal has been granted for four years with 92% degree of accomplishment.

3. Re-accreditation of AUUP by Quality Assurance Agency (QAA), UK

   a. The university has been accredited by QAA in July 2018 which is valid till July 2023. In order to maintain continuity in accreditation, the process of re-accreditation was initiated in December 2022.
   b. The re-accreditation visit of QAA International Quality Review team to AUUP campuses for re-accreditation was held from April 25 to May 5, 2023, as per the below mentioned schedule.

Dates	Campus	Mode of Review
25 April 2023	Lucknow	Virtual Visit
26 April 2023	Dubai	Virtual Visit
01 May 2023	Tashkent	In Person Visit
02-05 May 2023	Noida	In Person Visit
05 May 2023	Greater Noida	In Person Visit

c. During their visit the team interacted with various AUUP teams such as Governing Body, Senior Management, Teaching Staff, Academic Support teams, students, Alumni, employers from industry, external members from decision making bodies such as AAB, BOS, DRC, URC etc., and University IQAC members. A campus tour was also organized for them to show them various facilities of our campus.

d. The draft report for the International Quality Review by QAA was received from Mr Kevin Kendal (Quality Manager, QAA) on 19 June for verification of factual correctness. The draft report was shared with chairpersons of Amity QAA standard wise committee for review and the corrections were notified to QAA on 03 July 2023.

e. As per the timelines given by QAA, the Outcome Report will be issued on Aug 21, 2023

4. IET Accreditation Monitoring Visit

a. The following Programmes of AUUP have been accredited since Sept 2011 by IET. The reaccreditation visit held in 2018 for a period of 5 years subject to a monitoring visit in 3 years.

#	Programme	Campuses
1	B. Tech Computer Science and Engineering (CSE)	Noida, Lucknow, Dubai
2	B. Tech Electronics and Communication Engineering (ECE)	Noida, Lucknow
3	B. Tech Mechanical Engineering (ME)	Noida, Lucknow
4	B. Tech Electronics and Telecommunication (E&T)	Noida, Dubai
5	B. Tech Aerospace Engineering	Noida, Lucknow, Dubai
6	B. Tech Nanotechnology	Noida, Dubai

b. Virtual Monitoring Visit of AUUP for the above programmes for Noida, Lucknow and Dubai campuses was initially scheduled in 2021 but could not be conducted due to COVID Pandemic. The visit was conducted on 25 and 26 May 2023 by following members from IET:
   i. Prof. Andy Downton (Panel Chair),
   ii. Prof Dal Koshal (Panel Member)
   iii. Prof. Chris Knight (Panel Member)
   iv. Lorna Hadfield (IET Staff Member).

c. The visit report from IET is awaited.

5. Renewal of accreditation of MBA programmes with specialization of Insurance / Banking / Finance offered by ASIBAS by The Chartered Insurance Institute (CII), UK

   a. MBA programmes offered by AUUP with specialization of Insurance / Banking / Finance offered by ASIBAS have been accredited by Chartered Insurance Institute (CII, UK) for Prior Learning Accreditation (PLA) from June 2017 till September 2022.
   b. Every year, CII conducts a rigorous annual review in which they audit question papers, course structure, syllabus of the papers for which the exemption is given and after that only the accreditation is continued.
   c. The initial accreditation was for five years and renewed annually thereafter. The accreditation has been renewed in January 2023.

6. Renewal of accreditation by Institute of Chartered Accountants of India (ICAI) to organize classes for CA students of Foundation for the year 2022-23, 2023-24, 2024-25 .

   a. Amity College of Commerce and Finance (ACCF), AUUP has been accredited by The Institute of Chartered Accountants of India (ICAI) for conducting oral Coaching Classes for Foundation Course of CA. This accreditation was applied in 2019-20 as per the suggestions of the external NAAC Committee. An MoU was also signed in this regard for the duration of 3 years (2019-2022).
   b. The renewal of accreditation of Amity College of Commerce and Finance (ACCF) has been granted by ICAI which is valid till 2025.

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-22/2022-2023/AG3/D1	The annual reports and compliance as per the guidelines of the accreditation bodies must be adhered to and submitted on time.	Director QAE/QAE/Asst Director Accreditations	As and when required.

UIQAC-22/2022-20232/AG4: Presentation of AQAR 2021-22 and review of benchmarking of metrics as per NAAC guidelines.

The NAAC criterion chairpersons & Campus Heads/Representators give the presentations of their respective criterion for AQAR 2021-22. At present the NAAC has provided benchmarks for General Universities only, however all metrics have been aligned with the General University manual so that the gaps can be identified, and action can be initiated to achieve higher score. The same was presented along with AQAR data of 4 years.

Remarks by the Chairperson:
  ➢ The Chairperson advised all Chairpersons / Co-Chairpersons to ensure that the evidence are verified and validated before uploading them on the NAAC portal.
  ➢ All Criteria Chairpersons / Co-Chairpersons are requested to prepare action plan to remove the gaps identified through benchmarking and wherever approvals are required, must be processed before the end of the academic year.

Action item	Decision/Recommendation	Responsibility	Timelines

UIQAC-22/2022-20232/AG4/D2	All Criteria Chairpersons / Co-Chairpersons are requested to prepare action plan to remove the gaps identified through benchmarking and wherever approvals are required, must be processed before the end of the academic year	Criteria Chairpersons / Co-Chairpersons/ Director IQAC	31 July 2023

UIQAC-22/2022-2023/AG5: Progress on students' progression & Analysis of students' progression

The Heads of Placement Cells gave the presentation on status of students' progression for the batch 2023 and its analysis along with strategy to improve the progression rate by the end of the academic year.

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-22/2022-2023/AG5/D3	To upload evidence for 100% Student Progression on Amizone including the following: a) Placement b) Student Start-up c) Family Business d) Pursuing for Higher Education e) Appear in Competitive Examination	ATPC/ CRC Heads of various domains: 1. Faculty of Management Studies. 2. Faculty of Biosciences and Biotechnology 3. Faculty of Health and Allied Sciences 4. Faculty of Engineering & Technology 5. Heads of E-Cells, Family business and Higher Education	30 June 2023

UIQAC-22/2022-2023/AG6: Presentation by Dean SS & AA:

  a) Feedback obtained, analyzed, and action taken for 2022-2023
  b) Status of class planned and conducted. Identify the gaps (if any) and action plan.

The End Term feedbacks have been obtained, analysed and action taken report has been generated on Amizone for the year 2022-23. The status of the action taken report and analysis were presented before the members.

Office of Dean – SS&AA is continuously monitoring the status of classes held, not held & cancelled, which has helped in improving the classes being held as per schedule. The office has been sending mails to the Heads of Institutions, whenever the classes were not held. Also, the conduct of classes are checked through personal visits by the staff members of Dean SS & AA and QAE to verify whether the scheduled class was conducted or not. This has resulted in maximum conduct of classes.

UIQAC-22/2022-2023/AG7: Outcome Assessment Report 2023 - Analysis of outcome assessment for the year 2023 and Action Plan on the gaps identified.

(to be taken from Dr Tanya Singh, Member Secretary University Outcome Assessment Committee)

UIQAC-22/2022-2023/AG8: Review of Critical /Salient Observations from Internal Audits conducted during the last 3 months.

Ms Rajeshwari, Dy Director QAE presented the observation of internal audits conducted during the period:

a) The internal audits of the AUUP institutions were conducted by Quality Assurance and Enhancement team as per the schedule circulated to the institutions 15 days in advance.

b) The checklist and the audit requirements were sent to the institutions along with the schedule.

c) Audits of the institutions and departments have been conducted as per plan (schedule attached **UIQAC-22/2022-2023/AG8 Ann A**).

d) Further, confirmatory audits of the following institutions were conducted:

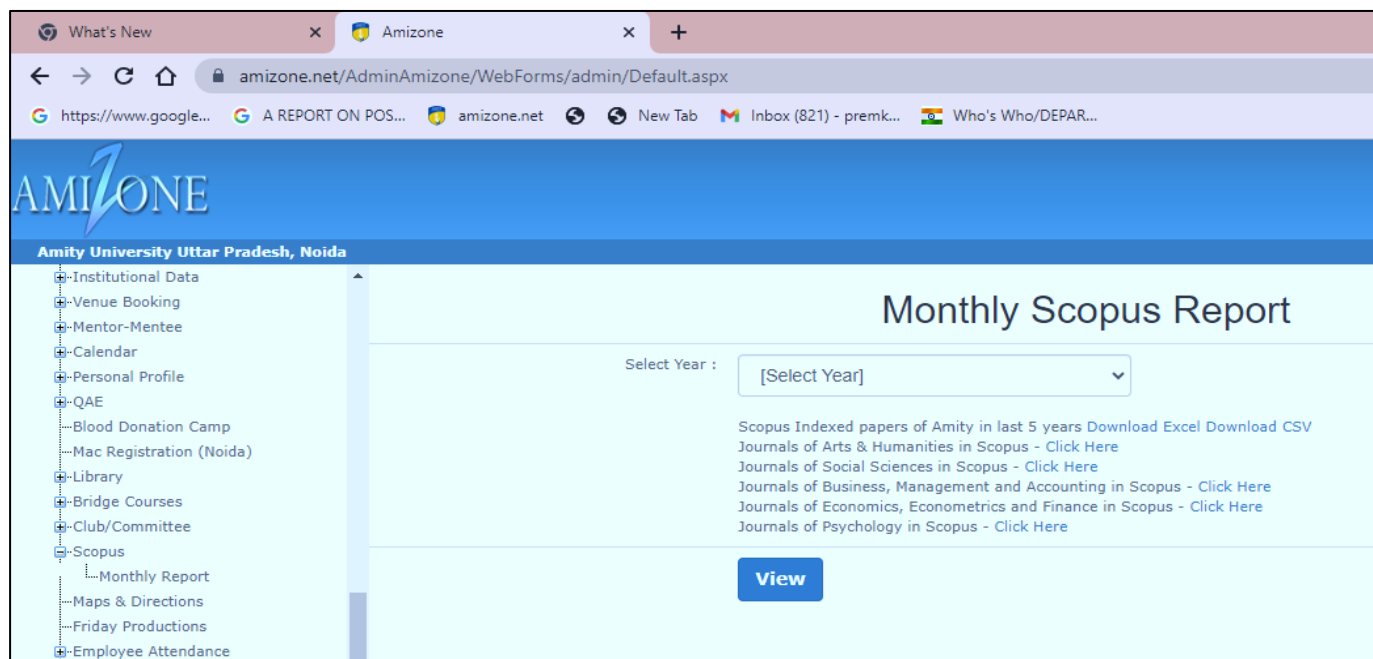| Sn	Institutions/ Departments	Sn	Institutions/ Departments	Sn	Institutions/ Departments
1	Amity creche	7	ASIBAS	13	AIFW
2	ASFL	8	AIT	14	AIFS
3	AIHSR	9	AINN	15	AIPS
4	HR (Recruitment)	10	AIGIRS	16	Fire Safety
5	AISSR	11	AIB		
6	Amity Clinic	12	ABS		

e) The common major observations are.

i) Institution has less number of research paper publication Institution should give targets to all the faculty members to publish their papers in reputed journals so that the number of papers could increase.

ii) The institutional website is not updated.

iii) Outcome assessment plan and implementation report of the outcome assessment plan was not uploaded on intranet.

iv) Complaint resolve/ Feedback: The Admin department could review the current system on Amizone for changes so that the complaint is addressed to the right person. A consolidated report could also be generated based on the same which will provide the analysis of feedback, for process improvement.

v) Transport: A system can be developed on Amizone to handle vehicle requirements (similar to venue booking done through Amizone). Through drop down list, people would be able to select the purpose of vehicle requirement, availability of vehicle etc. Currently it is being screened manually, as the requests received sometimes are more than the number of vehicles available.

Institution/ Department-wise major findings in the internal audits are attached as Annexure: UIQAC-22/2022-2023/AG8- Ann B

UIQAC-22/2022-2023/AG9: Status of Scopus Publication and Citations of AUUP till April 2023

Dr R S Rai, Director Research Planning and Statistical Services (RPSS) informed the house that the details of the Scopus publications are available in the intranet (Amizone) wef October 2022 (tab Scopus- Monthly Report). Under this tab the following options are available/ downloadable:

1. Scopus Indexed papers of Amity in last 5 years
2. Journals of Arts & Humanities in Scopus
3. Journals of Social Sciences in Scopus
4. Journals of Business, Management and Accounting in Scopus
5. Journals of Economics, Econometrics and Finance in Scopus
6. Journals of Psychology in Scopus

As on date AUUP has reached total 13611 publications in Scopus indexed journals with _____ citations.

Scientists from AUUP and the US developed a key network to identify drug and vaccine targets for "Chagas Disease) to help poor patients. The fatal contagious disease can now be treated with medications and vaccines with the help of a molecular map that researchers from both the organisation have identified.

The information pertaining to patents, copyrights, and technology transfer from the period January 2023 - till date:

1. Patents: Filed - 77, Granted - 42, Published - 140
2. Copyrights: File -12, Registered - 17
3. Technologies transferred: 1 (Novel Protease Enzyme by Balaji Enzyme & Chemical Pvt. Ltd on 6 March 2023.

UIQAC-22/2022-2023/AG10: Review of Domain IQAC's working/ progress during the last 3 month.

Presentation: Campus Heads and Deans of Faculty of Studies presented the analysis one-content developed, analysis of peer review of online classes and review of domain IQAC working for their respective campuses/domains as per the sequence given below:

1. Faculty of Law - Dr. D K Bandyopadhyay, Chief Advisor FPO and Chairman, Amity Law Schools.

2. Faculty of Business Administration / Commerce / Finance - Dr. Sanjeev Bansal, Dean FMS.
3. Faculty of Engineering & Technology - Dr. K.M. Soni, Dy. Dean – Domain Engg. & Technology.
4. Faculty of Science & Technology - Dr. Sunita Rattan, Dean Faculty of Science & Technology.
5. Faculty of Agriculture & Allied Disciplines - Dr. Nutan Kaushik, DG, AFAF.
6. Faculty of Rehabilitation Sciences - Dr. Jayanti Pujari, Dean Faculty of Rehabilitation Sciences
7. Faculty of Social Sciences /Public Policy/International and Defense & Strategic Studies - Dr Nirupama Prakash, Dir. AISS
8. Faculty of Hospitality & Tourism - Dr M. Sajnani, Dean Faculty of Hospitality & Tourism
9. Faculty of Health & Allied Sciences - Dr. Tanveer Naved, Director Amity Institute of Pharmacy
10. Faculty of Education - Dr. Harish Kumar, Dean Faculty of Education
11. Faculty of Architecture, Planning & Design - Dr. Amit Hajela, Dean Faculty of Architecture, Planning & Interior Design
12. Faculty of Arts, Humanities and Journalism / Mass Communication / Media - Dr. D K Bandyopadhyay, Chief Advisor FPO and Chairman, Amity Law Schools.
13. Dubai Campus - Dr. Fazal Malik, Campus Head, Dubai
14. Greater Noida Campus - Mr. Anil Kr. Choudhary, Registrar, AUGN
15. Lucknow Campus – Wg. Cdr. Dr Anil Kumar, Director ASET & Asst Pro. VC Lucknow Campus.
16. Tashkent Campus - Dr S K Khatri, Director Tashkent

It was observed by the members that some of the Domain meetings were not held regularly. It was decided that the IQAC meetings must be conducted every quarter based on the agenda points set by the respective Deans, irrespective of the agenda received from Director University IQAC.

The following decisions were taken:

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-22/2022-2023/AG10/D4	The Campus /Domain must organize the IQAC meetings every quarter or as and when required.	Deans / Domain Heads / Campus Heads	-

3. **Vote of Thanks** – There being no further points, the meeting was declared as closed with vote of thanks proposed by Ms Prem Kanthi, Dy Director QAE.

Chairperson UIQAC   Director UIQAC

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