

From : Brig Om Parkash – Member Secretary IQAC

To : Members of University IQAC

CC : The Vice Chancellor

Date : 05 November 2013

MINUTES OF UNIVERSITY IQAC

1. The University IQAC meeting was conducted on 31 October 2013 at 1430 hrs in Training & Development Hall B block. Honourable Vice Chancellor, Prof (Dr) Balvinder Shukla chaired the meeting.

2. **Agenda** The agenda of the meeting was as under:-

- i. Finalisation of Policy guidelines of IQAC.
- ii. Recommendation on AQAR 2012-13 to be submitted to NAAC.
- iii. Benchmarking of University Academic Process.
- iv. Participation in various QS Rankings.
- v. Winner of Golden Peacock Award 2013.
- vi. To Establish Student Learning Outcomes and Program Objectives based on Bloom's Taxonomy.
- vii. Re-organisation of Processes: HR, Placement and Inventory Management System.
- viii. No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC on quality related theme during the year 2013-14.

3. **Welcome by The Vice Chancellor AUUP:** The Vice Chancellor AUUP welcomed all the participants of the meeting. The Vice Chancellor was pleased to announce that the draft AQAR 2012-13 is ready and will be submitted to NAAC after the recommendations of the University IQAC and the Chancellor. She also apprised the members that after the NAAC accreditation this is the first report that is required to be sent to NAAC. She also said that the QAE had developed university IQAC guidelines which will be discussed and put up for the approval of the executive council.

4. **Opening Remarks by Dr. B.B. Singh:** Dr BB Singh thanked all members for sparing their valuable time for the University IQAC meeting. While highlighting the important aspects of IQAC he emphasized on the functions of IQAC given by NAAC and therefore, this meeting is important and is as per the compliance of the mandate.

Dr BB Singh appreciated the efforts put in by the University and Institutional team in preparing for the NAAC peer team visit. He said that we have to move forward and work on the observation given by the NAAC team during their visit to the university.

5. **Presentation by Brig Om Parkash:-** Brig Om Parkash briefed the house about the following points through a detailed presentation: followed by an interactive session wherein suggestions were given by the members of the house. The following decision were taken:

#	Points discussed	Decisions made	Responsibility	Suggested Target Date
(a)	Finalisation of Policy guidelines of IQAC.	<p>The Guidelines prepared by QAE has been recommended to be put up for the approval of the Academic Council.</p> <p>After the ap[approval of the Academic Council, the Registrar will be issuing the Policy Guidelines and circulate to all concerned.</p>	QAE/ Registrar	By next Academic Council
(b)	Recommendation on AQAR 2012-13 to be submitted to NAAC.	<p>The members suggested some changes in the AQAR prepared and reviewed by the team constituted by the Vice Chancellor as per the changed format issued by NAAC.</p> <p>After the changes, the AQAR will be put up for the approval of the Academic Council.</p>	University Accreditation Team/QAE/ Registrar	By next Academic Council
(c)	Benchmarking of University Academic Process.	The Universities Academic Processes were benchmarked through Thompson Reuters.	University HQ	In Process
(d)	Participation in various QS Rankings.	<p>The University participated in the following QS rankings with the following positions:</p> <ul style="list-style-type: none"> i. QS BRICS University Ranking-151-175 ii. QS Asian University Ranking-251-300 iii. QS World University Ranking-800-850 <p>The IQAC must Target to enhance the position in all the QS rankings in the year 2014.</p>	University HQ	On Going
(e)	Winner of Golden Peacock Award 2013.	-		

#	Points discussed	Decisions made	Responsibility	Suggested Target Date
(f)	To Establish Student Learning Outcomes and Program Objectives based on Bloom's Taxonomy.	A workshop on Course Curriculum was conducted on 24 April 2014 in two batches wherein 330 participants attended. During the Workshop the participants were explained how to establish Student Learning Outcomes and map with program objectives. These were then embedded in the curriculum and teaching pedagogy.	-	-
(g)	Re-organization of Processes: HR, Placement and Inventory Management System.	A committee was set up to review the reorganization of HR and the recommendations were forwarded to the Management. The implementation of the processes is under progress.	Committee/Respective Heads of the Department.	Ongoing
(h)	No. of Seminars/Conferences/Workshops/Symposia organized by the IQAC on quality related theme during the year 2013-14.	A total of 16 workshops/seminars were conducted to inculcate quality culture and quality related themes. The list of such workshops are attached.	QAE/IQACs/AA SC	

6. **Suggestions by the IQAC Members:-** The following suggestions were given by the members which was discussed in detail :

- (a) The draft guidelines had been well prepared keeping in mind the size of the university.
- (b) The members appreciated the three level approach (University, Domain & Institutional IQAC)
- (c) Up gradation of University Website to bring information for public.
- (d) Workshop be conducted for familiarization of guidelines and its implementation
- (e) Recommendations on AQAR 2012-13.

7. **Remarks by The Vice Chancellor and Chairperson University IQAC:-** The Vice Chancellor gave the following directions:

- (a) The Registrar will put up the University IQAC guidelines for the approval of Academic & Executive Council and thereafter issue them to all concerned institutions, offices and management for implementation.

- (b) Communication to be sent to all HOIs and Officials to update , review the Institutional & University website.
- (c) The Registrar will put up the AQAR 2012-13 for the approval of Academic & Executive Council and thereafter sending it to NAAC.

8. Vote of thanks was given by the Member Secretary University IQAC.

With Regards

Brig Om Parkash- Member Secretary University IQAC