

From : Brig Om Parkash – Member Secretary IQAC

To : Members of University IQAC & Annual Planning Sub - Committees

CC : The Vice Chancellor

Date : 5 Aug 2016

Minutes of University IQAC and Planning Committee meetings

1. The Sixth & Seventh University IQAC and Planning Committee meeting were conducted on 5 July 2016 & 23 July 2016. Honorable Vice Chancellor & Chairperson University IQAC, Prof (Dr) Balvinder Shukla chaired the meeting. The list of all participants is attached as **Appendix 'A'**.
2. **Agenda:** The agenda of the meeting was as under:-
 - a) Welcome address by the Vice Chancellor
 - b) Address by Dr BB Singh, Advisor QAE
 - c) Presentations by the Chairperson University Planning Sub-Committees as per the following sequence:
 - (a) Infrastructure Planning
 - (b) Manpower Planning
 - (c) Learning resources Planning
 - (d) Research Planning
 - (e) Internationalisation Planning
 - (f) Industry Interaction & Placement Planning
 - (g) Financial Planning
 - d) Vote of thanks
3. **Welcome by The Vice Chancellor AUUP:** The Vice Chancellor AUUP welcomed all the participants of the meeting. She introduced the external Expert Dr (Mrs) Vijay Malik, Scientist "F" and Head, Ex BIS and Dr. Yogendra Narain, Ex Defence Services, IAS(Retd.). She explained the process of Strategic Planning being adopted by the University & the role of Important bodies specially University IQAC. The Vice Chancellor was pleased to share that this year AUUP has achieved a rank of 195 in QS ranking Asia and now our target is to come within top 100 universities. Thereafter, she invited Dr BB Singh, Advisor QAE to address the house.
4. **Opening Remarks by Dr. B.B. Singh:** Dr. Singh congratulated Hon'ble Vice Chancellor on the successful accreditation of WASC. He further elaborated the targets of NAAC to achieve the CGPA of 3.94 and the measures to be taken to strengthen the Annual Academic Planning eg. Academic Review, culture of evidence in AUUP, analysis of records generated to bring continual improvement.

5. **Presentation by Brig Om Parkash:-** Brig Om Parkash briefed the house about the approach to Annual Academic Planning process in AUUP.
6. **Presentation by Chairpersons of University Planning Sub-Committees:** The presentations were given by the Chairpersons of the University Planning Sub-Committees as per the agenda of the meeting. The points discussed and directions given by the members of University IQAC are given in the subsequent paras:

#	Points Discussed	Directions given
A. Infrastructure Planning Sub-Committee: The presentation was given by Maj Gen J P Singh, Chairperson University Infrastructure Planning Sub-Committee (Copy attached).		
(i)	Provision of space to new institutions.	Provision must be made for new institutions like AIPP as more no of classes will be required for new batch. Similar will be the case for new Institutions like CII School of Logistics, etc.
(ii)	Projected planning for the Academic Session.	The planning must be formulated through deliberate exercise done by mutually adjusting the available space and reallocating few Institutions wherever required.
(iii)	Finalization of allotment of Infrastructure	Should be completed by the commencement of academic session w.e.f. 11 July 2016.
Manpower Planning Sub-Committee: The presentation was given by Ms Raginie Singh, Chairperson University Manpower Planning Sub-Committee (Copy attached).		
(iv)	Requirement of Manpower of Each Institution, Domain wise to be calculated & arrive at University Figure.	-The credit units covered by faculty of other institutions are excluded from the total credits of the program. - The entire workload and the manpower must be consolidated..
B. Learning Resources Planning: The presentation was given by Prof (Dr) Alka Munjal, Chairperson University Learning Resources Planning Sub-Committee (Copy attached).		
(i)	Increase the use of Library	Average daily footfall must be recorded and students should be encouraged to make use of library resources.
(ii)	Identifying the popular books for procurement	Record of frequency of issue of a particular book must also be taken into account.
C. Annual Research Planning (Management & Allied Areas): The presentations were given by various Chairpersons of the Sub Committees Domain-wise except for the Engineering & Technology Domain & Law Domain (Copies of the presentations attached)		
(i)	Research Targets	The targets of publications, projects etc. cannot be the same for all faculty. It has to be higher for Professor and lesser for Assistant Professor – Grade

		I and so on.
(ii)	Benchmark for Publications	<ul style="list-style-type: none"> -We must ensure that the publications are in journals of repute for the particular area / filed. - Scopus has good as well as poor quality journals. - All journals listed in Scopus must not be taken as benchmark for publications. - Benchmarks should be set for qualitative research by seeking the help of UGC listing of reputed journals.
(iii)	Training Programs	Corporate training programs should be conducted where Assistant Professor III must lead the corporate training programmes and AP II & I will assist. NAAC also gives importance to revenue generated from consultancy.
(iv)	Link Journals with Institutions	All journals must be linked with an institution and the faculty associated with the core subjects has to be involved in planning & designing the Journal.
(v)	360° growth of Intellectual property through IQAC	There are four dimensions in Academics: Teaching, Training, Research and Consultancy. Every faculty must have attained expertise at least in 2 dimensions. Every faculty must have their annual activity in place. Next year, based on the review & status of achievement, new plan must be made. This is the major task of IQAC.
<p>D. Internationalization Planning: The presentation was given by Wg Cdr S K Goel as per the directions of Prof (Dr) Gurinder Singh, Chairperson University Internationalisation Planning Sub-Committee (Copy attached).</p>		
(i)	Incomplete Data	The data of only 12 Institutions were projected which is in-complete.
(ii)	A Strategy is required	A clearly defined strategy needs to be prepared & documented.
(iii)	Increase in Internationalization of Institutions	HOIs must contact International Affairs Division for any help on internationalization. One dedicated international faculty coordinator must be nominated by the institutions, who should be the overall link for Internationalization.
(iv)	MOUs	Every MoU has to be uploaded on UGC website
(v)	Student Exchange Program	New regulations have arrived for Student Exchange program, where the student can study two years here and two years in foreign university, which needs to be studied and implemented in AUUP for some programmes/courses.

E. Industry Interaction & Placement Planning: The presentation was given by Marshal M Sahni, Chairperson University Planning Sub-Committee (Copy attached).		
(i)	Students with less CGPA	If the companies are agreeing to take students of less CGPA, then ATPC or the CRC should not stop affected students to participate in placement activity.
(ii)	Placement calendar	A calendar should be prepared by the Placement committee, which should incorporate the probable date given by companies visiting for placement, and it should include all streams (technical, Non-technical, Management etc.). The calendar should be in form of Placement week 1, Placement week 2 etc. It should be synchronized across the University. Database of students interested in Placements should be prepared two semesters before the completion of the course. Companies should be identified in advance who can hire those students.
(iii)	The Placement Brochure	Company Invitation Mail & Student database has to be prepared by July end.
(iv)	Placement presentation to be prepared	A presentation should be prepared for companies in which facts related to Amity University to be presented first and then the domain. All presentations must be finalized by 30 August.
(v)	Career Counseling	In their final year, students should be left with Alumni, Industry mentors & Industry people. Career Counseling sessions should be organized with Industry people right from 2 nd & 3 rd semester.
(vi)	Student Involvement	Students should also be involved in the placement process. Teams for Engineering and Management must go together for Company visits / Interaction etc.
(vii)	Industry Link	Whenever the faculty invites people from Industry for Academic purpose, ATPC, IIC, CRC members in cooperation with the faculty must create a link with the organization for placement activities.
(viii)	Higher Studies	There are some programs where all students go for higher studies. Analyse those programs and segregate those students who opt for higher studies.
(ix)	Programs with Nil Placements	There are programs where absolutely no student has been placed. We must identify the suitable & corresponding companies and try to fit our students accordingly.

(x)	Domain-wise Placement Strategies	Placement committees should have strategy Domain-wise and they should try to build the synergy between them. A domain wise placement strategy should be worked out immediately with separate plan for Tier I company, Tier II company and Tier III company respectively.
(xi)	Placement Data	Data submitted at the time of WASC peer team visit can be shared and can be taken from Mr. Satish Kumar, Office of Sr. Director Admin / Dean SAA&SS. Analysis of past performance should be done, based on Domain wise, Salary wise, Company wise & type of job. Every Domain should create a student base having student coordinators. A database should be maintained of all the companies of all streams. It can facilitate the Industry Interaction process further as and where whichever requirement company generates, students can be placed accordingly
(xii)	Identify companies from Fortune 500 list	Make a list sector wise. Ask from students which is their dream company, and for this make a provision on Amizone. A Faculty incharge should be given the responsibility. Map the number of students passing out to the number of opportunities available in the market. It will help in our efforts to place them. Placement cell should get hold of Annual reports of companies for identifying the profiles they hire for and to prepare students for those profiles.
(xiii)	Grading by Companies	All prestigious companies do the grading of Universities & Institutions and then they give dates for the Placement. We should study the mechanism followed by companies for grading Universities & satisfy those parameters to be part of their list. Placement cell should get hold of Annual reports of companies for identifying the profiles they hire for and to prepare students for those profiles.
(xiv)	Database of Companies	A database should be maintained of all the companies of all streams. It can facilitate the Industry Interaction process further as and where whichever requirement company generates, students can be placed accordingly.
(xv)	Start-ups	Apart from the placements, AUUP should encourage students on start-ups to aspiring students in accordance with the Govt Policy.
(xvi)	Grooming of students	The people should be invited from Industry for grooming of students. This grooming should start

		early. Business Communication classes should have Industry person teaching them interview skills. Mock interviews should be conducted with the students on which they could be given scores (which may not be linked with the credits.)
F. Financial Planning:		
(i)	Clarification of expenses	Clarification of each expense should be taken at Domain level before taken at University level.
(ii)	Approval of Budget	Once the budget is approved by Financial Committee, it will be frozen by Accounts. In case of any expenditure arising beyond the approved budget, the institution must approval by competent authority.
(iii)	Reference to UGC	UGC has given a model framework for the Financial Planning. We should also refer to that.
(iv)	Comparative Analysis	Comparative analysis of the last year's and this year's budget (upto macro level) should be done which could include the following: <ul style="list-style-type: none"> - %age of money provided to the institution against the approved budget. - %age of money spent - %age of money spent on development of the institution - %age spent on development of the faculty - %age spent on development of student - %age spent on visiting faculty - Analysis of the reasons of why the budget has exceeded / reduced this year should be done.
(v)	Model Framework of UGC	UGC has given a model framework for the Financial Planning. We should also refer to that.

7. The meeting ended with vote of thanks by Member Secretary.

With Regards

Brig Om Parkash

Member Secretary University IQAC

List of participants (University IQAC Meeting-5 July 2016)

University IQAC Members :

1. Dr. Balvinder Shukla – Chairperson University IQAC
2. Dr. B.L.Arya – Sr. Administrative Officer
3. Dr. Vijay Malik (External member)
4. Dr Yogendra Narain (External member)
5. Dr Sunita Singh
6. Dr. Alka Munjal - Learning Resources Planning sub-committee, Financial Planning sub-committee
7. Prof. Kalpana Sharma - Research Planning sub-committee (Education)
8. Prof. (Dr.) K.M. Soni
9. Prof. Abha Singh - Research Planning sub-committee (Humanities, Journalism & Mass Communication)
10. Prof (Dr) Marshal Sahni - Industry Interaction & Placement Planning sub-committee
11. Dr. W. Selvamurthy - Annual Research Planning sub-committees
12. Dr. R. Srinivasan
13. Prof (Dr) S K Khatri - Lab Equipments and Software Planning sub-committee
14. Dr Ajay Rana
15. Dr. Sunita Rattan
16. Dr. Sanjeev Bansal
17. Brig Om Parkash – Member Secretary

UNIVERSITY PLANNING SUB-COMMITTEES

1. Maj Gen JP Singh - Academic Infrastructure Planning sub-committee
2. Raginie Singh - Manpower Planning sub-committee
3. Dr Gurinder Singh - Research Planning sub-committee (Management & Allied Areas) , Internationalisation Planning sub-committee
4. Rear Admiral Ravi Chander Kochhar - Annual Activities Calendar
5. Prof (Dr) Manohar Sajnani - Research Planning sub-committee (Hospitality & Travel & Tourism)

DOMAIN HEADS / DEANS

1. Dr. Sunil Saran
2. Dr. (Ms.) Chandra Rosha
3. Dr. Lalit Bharadwaj

4. B.K.P.Sinha
5. Charu Dhawan
6. Abhinash Kumar
7. Dr. K.B.Kumar

OTHERS

1. Dr. D.K.Bandyopadhyay - Chief Advisor to Founder President
2. Dr. B.B.Singh – Advisor QAE
3. Prof. (Dr) Ramanjeet Singh
4. Dr. Alpana Kakkar
5. Dr. S.N.Singh
6. Wg Cdr S.K.Goel
7. Akhil Bhardwaj
8. Dr. D.K.Tyagi
9. Dr. R.S.Rai
- 10.Wg Cdr M.K.Sharma
- 11.Prof. Kaiser Singh
- 12.Dr. Sagina Hooda
- 13.Col. R.S.Vasudev
- 14.Ms. Prem kanthi
- 15.Ms. Archana Chandra
- 16.Ashish Mathew
- 17.Tarun Juyal
- 18.Joohi Gupta
- 19.Narvada Patial
- 20.Monika Ruhela
- 21.Krishna Rao

THE ABSENTEES:

1. Prof (Dr) Pradeep Joshi – Member University IQAC & Research Planning sub-committee
(Applied Arts/Fine Arts/Performing Arts/Visual Arts)
2. Dr Chanderdeep Tandon - Member University IQAC
3. Prof R K Kapur – Member University IQAC
4. Prof M K Dutta - Member University IQAC

List of participants (University IQAC Meeting- 23 July 2016)

University IQAC Members :

1. Dr. Balvinder Shukla – Chairperson University IQAC
2. Dr. B.L.Arya – Sr. Administrative Officer
3. Dr Yogendra Narain (External member)
4. Dr. Alka Munjal - Learning Resources Planning sub-committee, Financial Planning sub-committee
5. Prof. Kalpana Sharma - Research Planning sub-committee (Education)
6. Prof. (Dr.) K.M. Soni
7. Prof (Dr) Marshal Sahni - Industry Interaction & Placement Planning sub-committee
8. Prof (Dr) S K Khatri - Lab Equipments and Software Planning sub-committee
9. Dr Ajay Rana
10. Dr. Sunita Rattan
11. Dr Chanderdeep Tandon
12. Dr. Sanjeev Bansal
13. Brig Om Parkash – Member Secretary
14. Ms. Pragya Saha – Alumni Member
15. Ms. Aparajita Banerjee – Alumni Member

UNIVERSITY PLANNING SUB-COMMITTEES

1. Maj Gen JP Singh - Academic Infrastructure Planning sub-committee
2. Dr Gurinder Singh - Research Planning sub-committee (Management & Allied Areas) , Internationalisation Planning sub-committee

OTHERS

1. Dr. D.K.Bandyopadhyay - Chief Advisor to Founder President
2. Dr. B.B.Singh – Advisor QAE
3. Dr. R.S.Rai
4. Ms. Prem kanthi
5. Ms. Archana Chandra
6. Joohi Gupta

THE ABSENTEES:

1. Dr Sunita Singh - Member University IQAC

2. Prof. Abha Singh - Member University IQAC & Research Planning sub-committee (Humanities, Journalism & Mass Communication)
3. Prof (Dr) Pradeep Joshi – Member University IQAC & Research Planning sub-committee (Applied Arts/Fine Arts/Performing Arts/Visual Arts)
4. Dr. W. Selvamurthy - Member University IQAC & Annual Research Planning sub-committees
5. Dr. R. Srinivasan - Member University IQAC
6. Prof R K Kapur – Member University IQAC
7. Prof M K Dutta - Member University IQAC
8. Prof. (Dr) Ramanjeet Singh

AUUP/IQAC/530/2017

11 Sept 2017

Minutes of University IQAC and Planning Committee Meetings 2017-18

1. Minutes of the University IQAC and Planning Committee meeting for 2017-18 held on the following dates under the Chairpersonship of Hon'ble Vice Chancellor at Amity University campus sector-125, Noida.
 - a) 23 June 2017
 - b) 04 July 2017
 - c) 8 July 2017
 - d) 12 July 2017
 - e) 18 July 2017
 - f) 27 July 2017
2. List of participants of the meeting is enclosed as Appendix A.
3. The Chairperson welcomed all the members of University IQAC, Chairpersons University Planning Subcommittees, Chairpersons Broad based Goals-2017-22, External Members & Alumni Members of IQAC. The Vice Chancellor, AUUP vide her letter dated 29 May 2017, had already shared the framework for the next five year plan(2017-22) which consists of the following for which the respective Chairpersons gave their presentations as per the below agenda.
 1. **Board Based Goals (BBG) of the University (2017 – 22)** – In the process of review & finalization of BBG for 2017-22, ten Broad based Goals have been proposed as under:
 - (i) Ensuring Educational Excellence.
 - (ii) Ensuring Student Development Including Physical and Emotional Health and Well Being.
 - (iii) Creating Culture of Excellence in Research, Scholarship, Innovation and Creativity for High Impact.
 - (iv) Enhancement of Quality of Faculty and Staff for Outstanding Performance.

- (v) Advancing Internationalization.
- (vi) Enhancing Relations with Industry, Alumni & Society.
- (vii) Enhancing Employability and Promote Entrepreneurial Initiatives.
- (viii) Committing to all Aspects of Social, Economic and Environmental Sustainability.
- (ix) Enhancement of Supporting Resources.
- (x) Ensuring Excellence in Organizational Leadership and Governance.

Chairperson of respective BBG presented their strategy and action plan with timelines. The inputs were provided by Broad based Goals Chairpersons, External Members, Alumni, & the Members of University IQAC. The details of Strategic plan for each Broad Based Goal are given as **Appendix B**.

2. **Annual Academic Planning (2017-18)** – The University Planning Subcommittees are formed and the Chairpersons presented their planning under their respective areas which are as follows:
 - a) Academic Planning and strategy
 - b) Academic & Teaching-learning Strategy
 - c) Resource Planning & Strategy
 - Infrastructure Planning
 - Faculty/staff Planning & Strategy
 - Learning Resource Planning & Strategy
 - d) Industry Interaction and placement planning & Strategy
 - e) Research and Innovation Planning & Strategy
 - f) Internationalization Planning & Strategy
 - g) Student development activities Planning & Strategy
 - h) Faculty Development activities Planning & Strategy
 - i) Operational Planning & Strategy
 - j) Financial Planning
 - k) Annual Calendars – University, Institutional, Programme and department level
 - l) Accreditation Planning review and Monitoring

4. The inputs provided by External Members, Alumni, the Chairpersons of other Planning Subcommittees & University IQAC are given in **Appendix C**.

5. There being no other point, the meeting ended with vote of thanks.

Chairperson – University IQAC

Member Secretary – University IQAC

List of participants (University IQAC Meeting)

Appendix A

BBG #	Broad Based Goals of University for next five years (2017-2022)	Chairperson
1	Ensuring Educational Excellence	Dr. Balvinder Shukla
2	Ensuring Student Development Including Physical and Emotional Health and Well Being	Dr. Sunita Singh
3	Creating Culture of Excellence in Research, Scholarship, Innovation and Creativity for High Impact	Dr. W. Selvamurthy
4	Enhancement of Quality of Faculty and Staff for Outstanding Performance	Ms. Raginie Singh
5	Advancing Internationalization	Dr. Gurinder Singh
6	Enhancing Relations with Industry, Alumni & Society	Dr. Sanjeev Bansal
7	Enhancing Employability and Promote Entrepreneurial Initiatives	Dr. Alka Munjal
8	Committing to all Aspects of Social, Economic and Environmental Sustainability	Dr. D.K. Bandyopadhyay
9	Enhancement of Supporting Resources	Dr. Marshal Mukesh Sahni
10	Ensuring Excellence in Organizational Leadership and Governance	Dr. B. B. Singh

UNIVERSITY PLANNING SUBCOMMITTEES

S.No.	Name of Sub-Committee	Chairperson
1	Academic Infrastructure Planning sub-committee	Rear Admiral Ravi C Kochhar
2	Manpower Planning sub-committee	Prof. (Dr.) Alka Munjal
3	Library Resources Planning sub-committee	Prof. (Dr.) Alka Munjal
4	Lab Equipment and Software Planning sub-committee (Including teaching aids)	Prof. (Dr.) S. K. Khattri
5	Annual Activities Calendar Planning Sub Committee 1. (Academic Calendar, Industry Interaction, Placement & Alumni Activity Calendar, Examination Calendar, Academic Audit Calendar, Accreditation Calendar, RPSS Calendar, Hostel Calendar, IQAC Calendar, Outcome Assessment Calendar, Internationalization Calendar), Major events calendar, detailed institutional calendar etc.	Dr. Sunita Singh
6	Internationalization Planning sub-committee	Prof. (Dr.) Gurinder Singh
7	Industry Interaction & Placement Planning sub-committee	Prof. (Dr.) Sanjeev Bansal

8	Accreditation Planning review and Monitoring sub-committee	Prof. (Dr.) B. B. Singh
9	Entrepreneurial Development sub-committee	Dr. Lalit Bhardwaj
10	Professional Development Planning sub-committee	Dr. Sujata Khandai
11	Annual repair & maintenance sub-committee	Lt. Gen. P.D. Bhargava
12	Assessment and Examination Planning sub-committee	Dr. Sunita Singh
13	Annual Research Planning sub-committees:	
	13.1 Science & Technology, Environment Sciences, Applied Sciences, Biotechnology.	Dr. W. Selvamurthy
	13.2 Health & Allied Sciences	Prof. (Dr.) B. C. Das
	13.3 Management & Allied Areas	Prof. (Dr.) Gurinder Singh
	13.4 Engineering & Technology	Prof. (Dr.) M K Dutta
	13.5 Humanities, Journalism & Mass Communication	Prof (Dr) Abha Singh
	13.6 Law, Education & Rehabilitation Sciences	Prof. (Dr.) D. K. Bandyopadhyay
	13.7 Applied Arts/Fine Arts/Performing Arts/Visual Arts, Architecture & Design	Prof. (Dr.) Pradeep Joshi
	13.8 Hospitality & Travel & Tourism	Prof. (Dr.) Manohar Sajnani
14	Financial Planning sub-committee	Prof. (Dr.) Alka Munjal

UNIVERSITY IQAC

(i) Chairperson	Vice Chancellor	Prof (Dr) Balvinder Shukla
(ii) Members	Deans of Faculty	Dr Sunita Singh Prof (Dr) Alka Munjal Prof (Dr) Kalpana Sharma Prof (Dr) K M Soni Prof (Dr) Abha Singh Prof (Dr) Marshal Mukesh Sahni
	HoIs/HoDs	Dr. W Selvamurthy Prof (Dr) Gurinder Singh Prof (Dr) AP Singh Prof (Dr) S K Khatri Prof (Dr) Abhay Bansal Prof Sunita Rattan Prof (Dr) Chanderdeep Tandon
	Professors	Prof (Dr) Sanjeev Bansal Prof R K Kapur Prof M K Datta Dr. Aditya Tomar Dr R Srinivasan
(iii) Senior Administrative Officer	Registrar	Dr B L Arya
(iv) External Experts	Member Quality Management	<ul style="list-style-type: none">• Dr (Mrs) Vijay Malik, Scientist “F” and BIS Coordinator, Rajiv Gandhi National Quality Awards• Dr Yogendra Narain, IAS (Retd.)• Prof. Sanjiva Shankar Dubey
(v) Alumni	Members	
(vi) Member Secretary/ Coordinator	Dy Director QAE	Brig Om Prakash (Retd)

From : Brig Om Parkash – Member Secretary IQAC
To : Members of University IQAC & NAAC core & SSR Committee
CC : The Vice Chancellor
Date : 02 Nov 2016

Minutes of University IQAC and NAAC Core and criteria committee meeting

8. The eighth University IQAC meeting and NAAC core and criteria wise committee meeting were conducted on 26 Oct 2016. Honorable Vice Chancellor & Chairperson University IQAC, Prof (Dr) Balvinder Shukla chaired the meeting. The list of all participants is attached as **Appendix ‘A’**.
9. **Agenda:** The agenda of the meeting was as under:-
 - (h) Welcome remarks by Vice Chancellor AUUP.
 - (i) Brief on approach to Recertification.
 - (j) Approval of AQAR.
 - (k) Approval of Criteria Wise Inputs.
 - (l) Approval of Evaluative Report.
 - (m) Closing Remarks.
 - (n) Vote of thanks
10. **Presentation by Brig Om Parkash:-** Brig Om Parkash, Member Secretary University IQAC, welcomed the house and briefed the house about the framework for assessment of higher institutions, with focus on NAAC assessment and the reaccreditation process.
11. **Welcome by The Vice Chancellor AUUP:** The Vice Chancellor AUUP welcomed all the participants of the meeting. She thanked the external Expert Dr (Mrs) Vijay Malik, Scientist “F” and Dr. Yogendra Narain, IAS (Retd), Ex Defence Secretary, for sparing their valuable time and giving valuable inputs to the university IQAC. She also welcomed the Alumni members and said that she is looking forward to some very good inputs from them since they are the face of AUUP as well as the industry and their inputs would be instrumental in narrowing down the gap between academia and industry.
12. The Vice Chancellor, AUUP explained the process of NAAC reaccreditation and the involvement of the NAAC core committee, criteria wise committees and IQAC in the process. She stressed the need to be very careful about the data being mentioned in the Self Study Report (SSR) since the report will be made available on public domain. She then presented the following points in her presentation:
 - (a) Strength, weakness, Opportunities & Challenges (SWOC) analysis of AUUP given by NAAC after the visit of the peer team in 2012.

- (b) Recommendations given by NAAC during the last visit
- (c) Revised grading system of NAAC since their last visit. Since AUUP had achieved the highest grade 'A' in the last accreditation, the same has to be maintained with the revised grading ie. Score 'A++' grade in reaccreditation in 2017.

13. The Vice Chancellor requested everyone to view the AQAR and SSR critically so as to have the best output.

14. Criteria Wise Presentations: Following presentations with respect to the SSR were given by the respective process owners/team leaders:

- (a) Annual Quality Assurance Report (AQAR) by Ms Prem Kanthi, Asst Director QAE.
- (b) Criteria 1 - Curricular Aspects by Prof (Dr) Manohar Sajnani, Dean, Faculty of Hospitality & Tourism.
- (c) Criteria 2 – Teaching, Learning & Evaluation by Prof (Dr) Alka Munjal, Dean Student Academic Affairs & Support Services.

15. Point wise suggestions given by various members were noted by the respective teams for incorporation. Other points suggested by the house are given below:

- (a) The answers to the questions asked in the criteria must in general be positive and start with yes, and then followed by details and examples.
- (b) Some of the replies to questions appear to be going around the question instead of being specific. This gives an impression that clear information is not being shared.
- (c) Persons of eminent profile who have visited the university must be highlighted.
- (d) There appear to be some discrepancies between same or similar data given in different places. All process owners must sit together to ensure uniformity amongst various criteria, AQAR and evaluative reports. Eg., No of interdisciplinary programmes, No of adjunct faculty, Emeritus, etc.
- (e) Use of correct terminology needs to be ensured eg. the term 'extended campus' is not to be used.
- (f) Data for four years is to be provided only where it has been specifically asked for, otherwise only current status is to be given.
- (g) Wherever specific examples are given, the best examples from different domains may be given. Central teams to ensure that examples of same domain or institution is not repeated and other domains are also covered.
- (h) In some of the answers there is too much discussion which should be avoided. To the point, crisp information must be given and wherever repeated information is given, complete details may not be required.
- (i) We must try to avoid giving information which may raise doubts.

16. Points given by External members

Dr Vijay Mallik –

- (a) She informed that the entire process of NAAC audit must be videographed and uploaded on Amizone and be there for atleast one month. This might be required by the peer team for their report preparation.
- (b) Where ever abbreviations are used, full form must be mentioned first or separately as annexure with reference No.
- (c) Criteria wise inputs of SSR could be reviewed by small committee in-house before putting up to IQAC.
- (d) A robust MIS be developed and maintained on a monthly basis to ensure regularity and readiness in availability of up-to date data on all aspects.

17. Dr Yogendra Narain –

- (a) During reaccreditations, the peer team looks for new and innovative practices which they can pass on to other universities. AUUP being an research & innovation driven university must highlight its innovative practices with sufficient examples and evidences.
- (b) The answers to criteria questions could be prepared for every year, so that gradual improvement over the last five years could be clearly projected.
- (c) The answers should not be very generalistic, but should be factual.

18. In the end the Vice Chancellor announced that these reports are to be forwarded to a small committee for checking repetitions and uniformity in data across all reports before resubmission to the next IQAC meetings.

19. The meeting ended with vote of thanks by Member Secretary.

With Regards

Brig Om Parkash

Member Secretary University IQAC