Minutes of IQAC meeting held on Sept 04, 2023

Minutes of IQAC meeting held on Sept 04, 2023 vide letter no. NU/DA/101/2023 dated Sept 04, 2023 at 03:00 pm. The following members attended the meeting (Attendance chart attached):

1. Sh. Sandeep Chahal (Hon. Chairman)	Hon.Chairman
2. Dr. Shamim Ahmed (Hon. V.C.)	Chairperson
3. Dr. K.K. Kataria (Special Invitee)	Member
4. Prof. Suman kant (Special Invitee)	Member
5. Dr. R.K. Gupta (Dean Academics)	Member Secretary
6. Sh. Sandeep Chahal-2 (Co-Chairman)	Member
7. Dr. Balraj (Managing Director)	Member
8. Sh. Harender Dahiya (Industrialist)	Member
9. Dr. Rajiv Dahiya (Registrar)	Member
10. Sh.. K.P. Patra (Finance Officer)	Member
11. Dr. Manjeet Jakhar (Controller of Examination)	Member
12. Dr. P. K. Dhasmana (Dean R&D)	Member
13. Sh. Deepak Kumar (Associate Prof.)	Member
14. Dr. Pawan Kumar (Associate prof.)	Member
15. Dr. Vikasdeep Singh Kohli (Assistant Prof.)	Member
16. Dr. Ekta Chahal (Assistant Prof.)	Member
17. Dr. Balvinder (Sports Dep.)	Member
18. Mrs. Anju Bala (Assistant Prof.)	Member
19. Dr. Rohitash Kumar (Assistant Prof.)	Member
20. Dr. Shallu Garg (Assistant Professor)	Member
21. Mrs. Shivani Chahal (Assistant Prof.)	Member
22. Sh. Manish Mor (Ex.Student)	Member

At the outset, Member Secretary-cum-Director IQAC, Prof. (Dr.) R.K. Gupta welcomed Honourable Chairman Sh. Sandeep Chahal and Esteemed Vice-Chancellor Prof. (Dr.) Shamim Ahmed and all the reconstituted IQAC members.

The Chairperson (Esteemed Vice-Chancellor), welcomed the new members and thanked the outgoing members for their contribution to IQAC. He pointed out that the world is changing fast and there is need to bring about continuous improvement in quality to be globally competitive. The quality improvement was also needed for accreditation and wider recognition. He specially highlighted the need to make landmark improvements in the teaching-learning system to enhance employability and placements of students.

Enlightened by the IQAC Director on the following points:

1. Status of uploading of NAAC data at the School/Department level for current academic year 2023-24

2. Status of uploading of NAAC data by IQAC members for current academic year 2023-24

3. The development and application of quality benchmarks:

Internal Academic Audit of the Department
Contents for Course Work File for each subject of the programme academic session 2023-24

Decision

- It was unanimously decided to work on the above points speedily and action taken report will be submitted to Dean academics office with a copy to Director IQAC by HOD of each department within one week.

Agenda No. 1

To approve changes & implementation in the following as per UGC/ NEP – 2020 w.e.f. Academic session 2023-24

1) Programme structure, Study schemes & Curriculum designing and improvement as per NEP-2020
2) Examination reforms as per UGC/NEP - 2020
3) Research guidelines as per UGC/NEP - 2020
4) Faculty and Staff Recruitment as per requirement according to UGC/NEP.
5) Academic M.O.U. /Industry interaction/ collaboration/ through vocational course.

Decision

- It was unanimously decided to implement all the above points in agenda no 1 as per UGC/NEP 2020 with effect from Academic session 2023-24 and action taken report will be submitted to Dean academics office with a copy to Director IQAC by HOD of each department within one week.

Agenda No. 2

To approve following Policies as per UGC/ NEP – 2020 with effect from 2023-24

Sr. No.	Polices
1)	National/International Admission Policy (2023-24)
2)	Policy for Curriculum Design and Development.
3)	Leave Policy.
4)	Policy for ban of Plastic.
5)	Information Technology (IT) Policy.
6)	Policy for conduct/Anti-ragging of students
7)	Policy of Promotion for research.

8)	Policy for Feedback.
9)	Policy of Ethics for Teachers.
10)	Policy for International Students.
11)	Campus Restricted Entry & Traffic regulation Policy.
12)	Campus Security Policy.
13)	Policy for Research.
14)	Audit policy (Academic, Administrative Audit and Monitoring Cell Internal Quality Assurance Cell).
15)	Policy for Monitoring System.
16)	Purchase policy
17)	University Accommodation Policy.
18)	Policy for multiple Entry and Exit in Academic program.
19)	Policy of Ethics for (Non-Teaching) Employee.
20)	Sports Policy.
21)	Policy for Memorandum of Understanding.
22)	Policy for Consultancy
23)	Policy for Women Safety
24)	Policy for Grievance Redressal of students
25)	Policy for SC/ST Cell

Decision

- It was unanimously decided to implement/updated all the above polices in agenda no 2 as per UGC/NEP 2020 with effect from Academic session 2023-24. All the polices will be uploaded on the university website and faculty members and students are required to note down all. Any violation of these polices will be seriously taken.

Agenda No. 3

To approve mandatory maintain Academic Profile of each department

Sr. No.	Particular
1)	Attendance Register (Students – Class wise)

2)	Attendance Register (Faculty and non-teaching staff)
3)	Department Library
4)	Lab Manuals.
5)	Department wise list of faculty members with their age, academic qualifications, and date of joining.
6)	Personal files of faculty members.
7)	Training and placement record of last three years
8)	Department wise Time table of faculty for the last two semesters.
9)	Course files of faculty members of each department pertaining to pervious semester.
10)	Students feedback forms and record of action taken on the feedback received (pertaining to last two years)
11)	Details of any R&D activity in the department wise.
12)	Details of any distinction won by students in University exam results, sports activities, tech fests or cultural activities department wise.

Decision

- It was unanimously decided to implement/updated all the above points in agenda no 3 as per UGC/NEP 2020 with effect from Academic session 2023-24 and action taken report will be submitted to Dean academics office with a copy to Director IQAC by HOD of each department within one week.

Agenda No. 4

To approve the extension cum social activities as per UGC/NEP – 2020 with effect from 2023-24

Academic:

A. This includes:

1) Policy research having social implications
2) Extension activities lecturer/workshop/seminar/conference/related to social issues
3) Interaction with industries/govt. organization/NGO
4) Counselling (carrier/psychological)

5) Literacy (computer/health/academic) Etc.

B. Community & Commercial: This include:

1) Continuing adult education programmes for targeted groups like farmers, working women, youth etc.
2) Extension services to the society for the specific needs like community hygiene, electoral awareness microfinance etc.
3) Professional/occupational skills farming for better employability like computer literacy small savings, retailing, marketing, communication skills etc.
4) Capacity building programmes, e.g. mobilizing for specific mission like polio campaign, fighting against corruption etc.
5) Climate building like developing cooperation among social groups and organization, forming peace committee etc.
6) Providing training, exercise and apprenticeship for various skills of modern life like operating Bank account, carrying out disaster management activities etc.
7) Establishing liaison between society & educational institutions and their resources & assets, both materials and expertise so as to increase frequent exchange of Knowledge and capacities for mutual supplementation and enrichment.
8) Making all educational programmes & activities progressively relevant and meaningful to society through Collaboration with intellectual and social resources.
9) One of the greatest challenges for India is that a no. of evil practices the society has accepted as normal though they eat into the vitals of the system. Corruption, gender discrimination, child abuse, crime, violence in the day to day life and in different attitude to life & work are the pervasive evils. They have to be thought and liquidated. Only a socially sensitive and committed youth. So trained in values of sensitive citizenship, by a synergized education can do it.
10) Web-casting of important lectures of university teachers on our website for future reference and onwards dissemination of Knowledge to other stakeholders.
11) Induction/orientation programs for new students in beginning of new session must be conducted to apprise students about the departments, teachers, University, common facilities and overall future and values of the university. These programs may be conducted by the Dean/HOD concerned and the University level should be conducted by the DHW.
12) Documentaries on presentation and communication skills etc must be shown to students department wise and also at level of University.

Decision

- It was unanimously decided to implement all the above points in agenda no 3 as per UGC/NEP 2020 with effect from Academic session 2023-24 and action taken report will be submitted to Dean academics office with a copy to Director IQAC by HOD of each department within one week.

Agenda No. 5

- Implementation of ERP software.

Decision

- It was unanimously decided to implement all the above points in agenda no 3 as per UGC/NEP 2020 with effect from Academic session 2023-24 and action taken report will be submitted to Dean academics office with a copy to Director IQAC by HOD of each department within one week.

Prof. (Dr.) R. K. Gupta
Director IQAC