

SHARDA UNIVERSITY

32, 34, Knowledge Park-3, Greater Noida - 201 306 (UP), India

Office of the Internal Quality Assurance Cell (IQAC)

IQAC/SU/2016/003

Dated: 29/08/2016

MINUTES OF MEETING

of the 3rd IQAC meeting held on 29th August 2016 at 2:45 pm. in
VC's Board Room

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 29th August 2016 at 2:45 pm. in the Vice-Chancellor's Board Room under the Chairmanship of Prof. Vijay Gupta, Hon'ble Vice-Chancellor, Sharda University, Greater Noida.

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| 1. Prof. Vijay Gupta | - | Chairperson |
| 2. Col. Ranjit Rai Handa | - | Sr. Administrative Officer |
| 3. Sh. R.D. Sahay | - | Sr. Administrative Officer |
| 4. Sh. Vivek Kr. Gupta | - | Sr. Administrative Officer |
| 5. Prof. Ashok Pathak (SBS) | - | Faculty Member |
| 6. Prof. B. Bhattacharya (SBS & R) | - | Faculty Member |
| 7. Dr. Mohit Sahni (SBS & R) | - | Faculty Member |
| 8. Prof. Gajendra Singh (SET) | - | Faculty Member |
| 9. Prof. R.M. Mehra (SET) | - | Faculty Member |
| 10. Sh. T.P. Singh (SET) | - | Faculty Member |
| 11. Sh. Sudeep Varshney (SET) | - | Faculty Member |
| 12. Ms. Pauline Sharmila (SNS & R) | - | Faculty Member |
| 13. Dr. M. Siddhartha (SDS) | - | Faculty Member |
| 14. Dr. Shruti Jain (SMSR) | - | Faculty Member |
| 15. Sh. Prashant Gupta | - | Member from Management |
| 16. Sh. R.P. Agrawal | - | Member from Management |
| 17. Prof. R.C. Singh (SBS & R) | - | Director, IQAC |

Opening Remarks of the Vice-Chancellor:

The meeting started with a welcome note by the Vice-Chancellor. The Vice-Chancellor highlighted that there is a definite need to evolve a process to collect data from different Schools for the Annual Quality Assurance Report (AQAR) which can improve the periodic and intimate monitoring of the academic activities of the Sharda

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University. During the meeting the following points were discussed and decisions were taken accordingly:

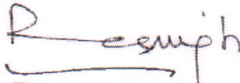
1. To develop a customized software wherein information that are required for AQAR can be uploaded by the HoDs/ Deans/ Directors of the concerned Schools.
2. A committee comprising of following members has been constituted:

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| (a) Prof. B. Bhattacharya (Dean Academics) | - Convener |
| (b) Dr. Hari Shankar Shyam (SBS) | - Member |
| (c) Mr. R.D. Sahay (Sr. Admin. Officer) | - Member |

The Committee shall design formats as per the requirement of AQAR and shall provide the formats to the software developer for further processing. *The Committee shall submit all the formats to the software developer on or before 15th September 2016.*

3. It was also decided that the weak and strong areas of the University should be identified based on the previous NAAC report and an action plan should be prepared accordingly. *Mr. R.D. Sahay, Sr. Administrative Officer has been assigned this responsibility.*
4. It was further decided that a person should be identified and assigned responsibility for the preparation of next NAAC visit.
5. It was also decided that Prof. A.K. Pathak, Convener of Syllabus and Program Committee shall make a presentation of the progress of Committee on 31st August 2016.

The meeting ended with a vote of thanks to Chair.


(Prof. R.C. Singh)
Director, IQAC