



SHARDA
UNIVERSITY
Beyond Boundaries

Minutes of the Meetings

1st IQAC Meeting

(Friday, December 30, 2022)

Sharda University

Greater Noida, U.P

Minutes of the 1st Meeting of IQAC

Item No.	Particulars
01-01	Confirmation of Minutes of 4 th meeting of IQAC 2021-22
01-02	Progress Review: In the recent past IQAC undertook the following activities
01-02(a)	Rankings Filled and Awarded
01-02(b)	Capacity Building Activities organized for Teaching and Non-Teaching Staff
01-02(c)	Redesigning and Modification of E- Zone completed
01-02(d)	Audits Conducted and Reports Prepared
01-02(e)	Other Activities Undertaken
01-03	Institutionalizing Quality Assurance & Strategies Process
01-04	Review of Teaching-Learning Process
01-05	Review of the Structural & Methodologies of Operations
01-06	E-zone Modification and Updation to be do as per the requirements
01-07	Finalization and Submission of AQAR Data for 2021-22
01-08	Proposed Activities by the IQAC
01-09	Any other item with permission of the Chair

Minutes of the 1st Internal Quality Assurance Cell (IQAC) Meeting (AY 2022-23)

The 1st Meeting of the IQAC (2022-2023) was held on Friday, 30 December, 2022 at 11:00 am in VC Board Room. The following members attended the meeting:

At the outset, Hon'ble Vice Chancellor extended a warm welcome to all the members present. The discussion on the agenda was initiated with the permission of Chair and presented by the Director IQAC. Agenda wise minutes are noted here under:

Item 01-01: Confirmation of Minutes of 4th meeting of IQAC held on Monday, 25th July, 2022.

The minutes of the meeting of IQAC, held on Monday, 25th July, 2022 at 3:00 pm in VC Board room were circulated to all the members (Annexure I). Since, no comments were received from the members, it is requested to confirm the meetings as circulated.

Item 01-02: Progress Review: In the recent past IQAC undertook the following activities:

Item 01-02(a) Rankings filed and Awarded

1. OBE ranking 2022 application processed and award received, Placed in Gold Band with A Grade
1. India Academia Ranking-2023 application processed and awarded
2. Green Institutional Ranking 2022 Awarded-Ranked 23rd across India
2. FICCI Ranking application processed
3. Times B- School Survey rankings filed and processed SSBS ranking 99 among 350+ B-Schools

Item 01-02(b) Capacity Building Activities organized for Teaching and Non-Teaching Staff

1. Conducted capacity building program for Non- Teaching Staff- Workshop on Teamwork | June 26, 2022. Total number of participants 39
2. Organised one- week FDP for Faculty on Psychological Skills for effective teaching in collaboration with TLC Ramanujan, Delhi University from July 19- 25, 2022. Total number of participants 68
3. Workshop on Time Management and Stress Management for IHA Staff was conducted on 19th Dec 2022. Total number of participants 15
4. A Webinar on "Legacy and Relevance of Prof. Ranganathan in the Digital Library Landscape" was conducted on 12th August 2022. Total number of participants 86

Item 01-02(c) Redesigning and Modification of E- Zone completed in the following regards: Criterion SPOC to Specified

1. Ezone page created for Vocational Courses
2. Template for Value Added Course Certificate, Course module and Brochure designed and shared with Departments/Schools
3. Modifications done in E-Zone framework in 5.1.2 and work in progress in 5.2.2 and 5.2.3
4. Modifications related to 6.3.3 to include amount of expenditure included on event

Item 01-02(d) Audits Conducted and Reports Prepared

1. Annual Energy Audit for the year 2022 completed
2. Annual Environmental Audit for 2022 completed
3. NAAC Gap Analysis Report Prepared

Item 01-02(e) Other Activities Undertaken

1. Creatives pertaining to the details of all the student centric cells with QR code feature have been prepared and information disseminated to all the students
2. Allocation of Mentors to first year students completed
3. Research centric MOU's initiated with RDC and IQAC in December 2022
4. Academic Support facilities are vetted and data collated for 2021-22
5. Information related to various grievance redressal committees displayed across campus
6. M/s Synergy Waste Management Ltd. MoU for biomedical waste management was updated for the current year

Minutes of the Meeting

Item 01-03: Institutionalizing Quality Assurance & Strategies Process

1. Entrepreneur Courses to be made credit courses
2. Revision of CBCS (SOP) to be done as per NEP
3. Interdisciplinary research to be encouraged and activities to be organized at the university level
4. Modify Research Policy
5. Strategic Plan for third phase to be formulated
6. Formulate & Deploy Institutional Development Plan for the next year
7. Deployment of Vision and Mission as per National Education Policy (NEP)

Item 01-04: Review of Teaching-Learning Process

1. Apply for FCRA to take open access to global companies' fundings
2. Regular Monitoring of In-house Student Mentoring Portal
3. Ensure Revision of Placement Guideline for International Students
4. Academic Audit to be conducted by April-May 2023

Item 01-05: Review of the Structure & Methodologies of Operations

1. E-Content development/Commercialization policy to be revised to include copyright and authorship
2. Ensure Replacement of all LCD Projectors with Smart Boards
3. Conduct Structural Audit
4. Identification of the Best Practices for the next phase
5. Administrative Audit to be conducted by March 2023
6. Redesigning of AAA feedback and ATR templates

Item 01-06: E-zone Modification and Updation to be done as per the requirements.

Item 01-07: Finalization and Submission of AQAR Data for 2021-22

Item 01-08: Any other item with permission of the Chair

IQAC is a senate body of the quality at the university level thus it need to focus on gap/lacunae to strategize or resolve the pertaining issues.

Suggestions by the External Member:

The external expert's comments are as follows:

1. Agenda of IQAC should reflect the strategic points and should be drafted in term of overall quality initiatives undertaken rather than presenting as per NAAC Criterion
2. The expert suggested that the Pass Percentage of all the programmes should specify whether it is calculated with including/excluding Backlog students
3. The expert suggested that Student satisfaction survey analysis and status of the current data to be included in IQAC agenda
4. Further, Expert suggested the focus should be on accumulating high impact and action research through Govt. and Non-Govt. agencies

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[Signature]
11/04/2023

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