

SHARDA UNIVERSITY
Plot No.32, 34, Knowledge Park-III, Greater Noida

Internal Quality Assurance Cell (IQAC)
Minutes of the Meeting

1st meeting of the Internal Quality Assurance Cell (IQAC) in the session 2019-20 held on 7th November, 2019 in the VC Boardroom at 2:30 PM. The meeting was attended by the following members and presided over by Honorable Vice Chancellor.

Designation	Present (P)/Could not Attend with prior information (C)/ Absent without prior information (A)
Sh. R.P. Agrawal, Principal Advisor, Sharda University	Present
Prof. P.L. Kariholu, Pro-Vice Chancellor (Medical Wing)	Present
Mr. A. K. Singh, Registrar	Present
Prof. R.M. Mehra, Professor Emeritus	Present
Prof. S. K. Mandal, Director IQAC	Present
Prof. Sibaram Khara, Dean Academic Affairs	Present
Prof. H.S.P. Rao, Dean, Research	Present
Prof. R.C. Singh, Controller of Examinations	Present
Prof. Dheeraj Sharma, Director, Sharda Skills	Present
Mr. Vivek Gupta, Jt. Registrar	Present
Prof. Sharmila Pauline, Dean SNSR	Present
Prof. Mukesh Chaturvedi, Dean, SBS	Present
Dr. Yogesh Tripathi, Dean, SAHS	Present
Prof. Vijender Singh, Dean SOP	Present
Prof. Manisha Jindal, Dean SMSR	Present
Dr. Nirupama Gupta, DSW	Present
Prof. P. K. Singh, Professor, SBS&R	Present
Dr. Monica Agarwal, Coordinator Alumni Affairs	Present
Dr. Mridul Dharwal, Associate Professor (SBS)	Present
Dr. Shashank Mehra, Associate Professor (SBS)	Present
Dr. Dipti Parashar, Associate Professor (SAP)	Present
Dr. Manish Sharma, Associate Professor (SBS&R)	Present
Ms. Suman Lata Dhar, Assistant Professor (SET)	Present
Dr. Anupam Agarwal, Assistant Professor (SBSR)	Present
Col. Sandeep Rana, Dy. Registrar (Estate)	Present
Dr. G. Ratna Velugu, Reader, SDS	Present
Mr. Satyam Koushik, Student	Present

Agenda Items:

1. Confirmation of the minutes of the meeting of 4th IQAC meeting held on 16-07-2019.
2. Briefing of NAAC activities
3. Status of ARIIA submission
4. Status of QS-iGauge submission.
5. AQAR submission progress
6. NIRF submission progress
7. Formation of Steering Committee to make the University NAAC-ready for next cycle
8. Identification of the mechanisms for greater involvement of students, faculty, guardians, alumni and non-teaching employees in the NAAC process
9. Identification of mechanism for improvement of student satisfaction
10. Organization of intra institutional workshops on awareness of NAAC and various quality parameters
11. Any other item

Prof. S.K. Mandal, Director IQAC welcomed all the members in the 1st IQAC meeting of the session 2019-20. The proceedings of the IQAC meeting held on 16-07-2019 were read and confirmed by all members.

Point wise agenda was discussed in the meeting:

Point 2: Briefing of NAAC activities

Director IQAC briefed the different activities done in the 1st quarter of academic session 2019-20. The following activities are reported.

- A. Earlier it was decided that University would go for reassessment. Accordingly IIQA was submitted and got approval on 18th September 2019.
- B. IQAC conducted three mock visits by external NAAC Experts in the month of July, August and September 2019.
- C. Gap analysis has been made based on the report submitted by External Experts.
- D. It is found that lot of improvement is needed for NAAC.
- E. It is decided not to go for reassessment.

Point 3: Status of ARIIA submission:

It is submitted before due date. Dr. Anupam Agarwal submitted brief report as follows:

1. Programs conducted by Institute Related to IPR, Entrepreneurship / Start-ups & Innovation: 39
2. Total no of Participants in Programs (on IPR, Entrepreneurship/Start-ups & Innovation) Organized by the External Agencies: 21 Program (Student: 1139, Faculty: 264)
3. Grants / Funds Received by Pre-Incubation & Incubation Centre / Facilities exists in Campus: 16 External Funded Projects: Rs 1.10 crores
4. Idea / Prototype / Innovation have received Grant / funding from Pre-Incubation / Incubation Centre / Facilities: Design Accepted: 8, Patent Published: 21, Under examination: 4, Filed: 9, Seed funded project: 18 (Rs. 19.27 lakh)

Point 4: Status of QS-iGauge submission: Submitted on: 06th September 2019. Required data and documents have been submitted for different primary and secondary criteria of QS. It is under review process. It is decided that Deans of Schools have to take more initiative to encourage student and faculty to participate in this kind of survey.

SL. No	Name of the Survey	No. of Participants
1	Student Survey	2645
2	Faculty Survey	430
3	Alumni Survey	1184

Point 5: AQAR submission progress

Annual Quality Assurance Report to be uploaded in NAAC portal by December 2019. Preparation of AQAR is in progress. Part 'A' of AQAR has been drafted in word file. Soft copy part 'B' of AQAR has been shared to respective criterion owners for completion.

Point 6: NIRF 2020 submission progress

The following schools are participating in the NIRF-2020: SET, SBS, SAP, SMSR and SDS. Prof. R. M. Mehra has informed the committee regarding progress and final date of scrutiny for different schools. The submission deadline is 5.00 PM 30th November 2019.

Point 7: Formation of Steering Committee to make the University NAAC-ready for next cycle

Director IQAC proposed formation of Steering Committee to review progress of NAAC periodically. Prof. P.L. Kariholu, Pro-VC proposed to include Dean Research (Medical Wing) and Prof. Yogesh Tripathi, Dean SAHS in the committee.

The proposed steering committee consists of the following members:

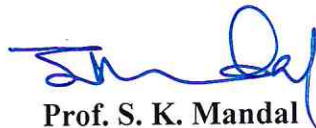
1.	Vice Chancellor	Chair Person
2.	Principal Advisor to Chancellor	Member
3.	Dean Academics	Member
4.	Dean Research	Member
5.	Dean Research (Medical Wing)	Member
6.	Prof. Yogesh Tripathi, Dean SAHS	Member
7.	Director IQAC	Convenor

Point 8: Identification of the mechanisms for greater involvement of students, faculty, guardians, alumni and non-teaching employees in the NAAC process.

Resolution has been taken to conduct NAAC awareness workshop and seminar for students, faculty, alumni and non-teaching employees.

Point 9: IQAC conducted student satisfaction survey as per NAAC format. More than 10% students participated in the survey and the satisfaction level is found less than 50%. Committee has taken the resolution that school Deans will work to improve the student satisfaction level which is at present

Point 10: Director IQAC placed a proposed plan to oorganize intra institutional workshops on NAAC and various quality parameters.



Prof. S. K. Mandal
Director, IQAC



Prof. G. R. C. Reddy
Vice Chancellor