SHARDA UNIVERSITY Beyond Boundaries	Internal Quality Assurance Cell (IQAC)	Date: 16th July, 2019
	MINUTES OF MEETINGS	

A meeting of the Internal Quality Assurance Cell (IQAC) held on 16th July 2019 in the Vice Chancellor boardroom at 3:00 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)
Prof. G.R.C. Reddy Vice Chancellor, Sharda university	Present
Sh. R.P. Agrawal Principal Advisor, Sharda University	Present
Prof. P.L. Kariholu Pro-Vice Chancellor (Medical Wing)	Present
Prof. Sibaram Khara, Dean Academic Affairs	Present
Prof. H.S.P. Rao, Dean, Research	Present
Prof. S.K. Mandal, Director IQAC	Present
Prof. R.C. Singh, Controller of Examinations	Present
Prof. Ritu Sood, Dean, SCADMS	Present
Prof. H.S. Gaur, Dean, SBS&R	Present
Prof. Mukesh Chaturvedi, Dean, SBS	Present
Prof. P.K. Mitra, Dean, SOLC	Present
Prof. Rainu Gupta, Dean, SOEd.	Present
Prof. R.M. Mehra, Professor Emeritus & Coordinator, NAAC Steering Committee	Present
Prof. Pauline Sharmila, dean SNSR	Present
Dr. Manisha Jindal, Dean SMSR	Present
Prof. Vijender Singh, Dean SOP	Present
Dr. Sanjeev Kumar, Off Dean SAHS	Present
Dr. Nirupama Gupta, DSW	Present
Dr. Monica Agarwal, Coordinator Alumni Affairs	Present
Mr. A.K. Singh, Registrar	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. Vivek Gupta, Jt. Registrar (HR)	Present

Agenda Items:

1. Confirmation of the minutes of the 3rd IQAC meeting held on 12th March 2019
2. Action taken report on resolution of 3rd IQAC meeting
3. Preparation of NAAC- IIQA
4. Preparation for ARIIA 2020
5. NAAC mock drill before reassessment
6. Preparation for QS-iGauge rating
7. NAAC
   - Policies
   - Capacity Building Activities: OBE Programme attainment
   - Quality Initiatives
   - School Evaluative Report
   - Status of Self Study Report (SSR)

Director IQAC, Prof. S.K. Mandal, welcomed all the members in the 4th IQAC meeting of the session 2018-19. The proceedings of the IQAC meeting held on 12th March 2019 were read and confirmed by all members.

Point wise agenda was discussed in the meeting.

Point 2: Action taken report on resolution of 3rd IQAC meeting

A. Training on Program Outcome (PO) attainment conducted by IQAC
B. Training program conducted on the use of LMS for SMSR and SDS faculty
C. Energy and Green Audit has been conducted.
D. Central Library to be completed by December 2019.
E. Financial power delegation draft has been prepared and will be revised and to be placed in next Executive Council meeting.

Point 3: Submission of NAAC IIQA: As the University will go for re-assessment of NAAC, the timeline for IIQA submission is 14th September 2019. All School Deans are required to provide necessary data to IQAC for the preparation of NAAC SSR and IIQA on mission mode.

Point 4: Submission status of Atal Ranking of Institutions on Innovation Achievements (ARIIA): Committee has made the resolution for the submission of ARIIA for the year 2020. All stake holders need to provide required data to IQAC for ARIIA submission. Last date of submission of ARIIA is 30th September 2019.

Point 5: NAAC Mock drill

It has been decided that 2-3 NAAC mock drill to be conducted by external peer team experts before submission of final NAAC SSR for re-assessment.

Point 6: Preparation for QS-iGauge rating

It has been decided University should apply QS-iGauge rating.

Point 7: NAAC Activities

a) **Policies:** It was decided that IQAC should take a review of the pending policies. Process owners should be notified to design the policies.

b) **Capacity Building Activities:** IQAC should conduct the training programs related to Peoplesoft and LMS for SMSR and SDS especially.

c) **Quality Initiatives:**
   i) PO attainment training programme conducted
   ii) Conduct of internal administrative audits

d) **School Evaluative Report:** Schedule should be prepared by IQAC for the presentation of SER by the school Deans to core committee.

e) **Status of Self Study Report (SSR) –** SSR has been placed and discussed for improvement.

Dr. S. K. Mandal
Director, IQAC

Prof. G. R. C. Reddy
Vice Chancellor