



Guru Gobind Singh Indraprastha University

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Indraprastha University Internal Quality Assurance Cell (IIQAC)

MINUTES OF THE MEETING (RECORD OF THE PROCEEDINGS)

The Indraprastha University Internal Quality Assurance Cell (IIQAC) meeting was held on May 25, 2022 at 11.00 in the online mode on CISCO Webex platform.

The following Members attended the meeting:

1.	Prof. (Dr.) Mahesh Verma, Hon'ble Vice Chancellor	Chairperson
2.	Prof. A.K. Saini, Director (Development)	Member Secretary
3.	Dr. C.N. Maheshwari, CEO, Dalmia Refineries Limited	Member
4.	Prof. Manoj Kumar, USICT, GGSIPU	Member
5.	Prof. Sanjay Dhingra, USMS, GGSIPU	Member
6.	Prof. Varun Joshi, USEM, GGSIPU	Member
7.	Dr. Anjali Shokeen, USE, GGSIPU	Member
8.	Dr. Sachin Bharti, USMC	Member
9.	Mr. Sumant Sharma, USAP, GGSIPU	Member
10.	Dr. Rinu Sharma, USBT, GGSIPU	Member
11.	Dr. Zubair Ahmad Khan, USLLS, GGSIPU	Member
12.	Dr. Shipra Mittal, USBAS, GGSIPU	Member
13.	Dr. Prarthana Aggarwal, Goel, USHSS	Member
14.	Ms. Shikha Aggarwal, Dy. Registrar (Coordination)	Member
15.	Prof. M.N. Hoda, Bharti Vidyapeeth	Member
16.	Dr. Jatinder Singh, Ph.D. Chamber of Commerce	Member
17.	Maj. Gen. N.K. Dhir, Convenor-Indian Standard on QMS	Member
18.	Dr. Dinesh Kumar, USCT	Member
19.	Dr. Ashish Manchanda, USMS	Special Invitee

- Prof. Neena Sinha (Special Invitee), Dr. Neerja Bhatla, Ms Sarika Gulyani, Sh. Akhil Chaudhary and Shri Sumant Sharma could not attend the meeting due to their pre-occupation.

The Hon'ble Vice Chancellor interacted with all the members present and their well being.

The Member Secretary welcomed all the members present in the meeting. The members were briefed about the numerous activities undertaken by IIQAC.

The agenda was taken up as under:-

Agenda -1: To confirm the minutes of the meeting held on March 08, 2021 on 11.00 AM in the online mode.

- Minutes were circulated to all the members by email.
- No comments have been received. Minutes were deemed to be approved.

Agenda-2: To review the Action Taken Report for the points emerging from last meeting.

- Placed and circulated to all members through email. (copy enclosed as Annexure - 'A').
- The members appreciated the progress on the actions for the discussions held in last meeting.

The matter of NIRF as reported under Agenda-3 of minutes was discussed in terms of Action required. It was deliberated that IQAC Cell should sensitize the concerned schools/sections and branches to ensure the improvement in (i) Publication in Scopus and Web of science (ii) Graduation Outcomes and (iii) Teaching and Learning Resources. It was stressed that the NIRF Ranking is getting intense each year and it is quite important for the University to adopt a proactive and systematic approach towards continuous improvement and upgradation on relevant parameters of assessment.

It was informed that the University has filled the data in the online portal of AISHE in time. It was advised that the format of data required may be provided to all branches to maintain the data by them in the similar format for timely compilation including admission and finance branches. It was also suggested to appoint a statistical officer to work and help in maintenance of the data which is accumulating and need to be analysed in multiple ways including costing studies etc.

It was stressed that University must initiate the process of NBA accreditation as early as possible by appointing a Nodal Officer for the purpose from relevant schools. A person can be given responsibilities as Nodal Officer from the faculty to look after the NBA accreditation related work.

Agenda 3: To provide update on the status of 3rd cycle of NAAC Accreditation of the University.

The Self Study Report (SSR) of the University was uploaded on NAAC portal on 10th May, 2022.

The Student Satisfaction Survey (SSS) has been conducted and is in progress by NAAC.

In addition, the publication data obtained from Inlibnet has been shared by NAAC for comments, if any. The data has been accepted by University.

The Data Verification and Validation (DVV) is under progress.

It was informed that the Peer Team Visit will happen after the Pre-Qualifier report is received from NAAC for the qualitative metrics.

Prof. Sanjay Dhingra and Dr. Ashish Manchanda are given the task to go through the University website and identify the gap and submit its report to the Hon'ble Vice Chancellor.

Agenda 4: To provide status of the AQAR submission for the year 2020-21

The last date of submission of AQAR 2020-21 has been extended upto 31st May, 2022. We are in the process of submitting the AQAR for the year 2020-21 within time.

Agenda 5: To discuss the conduct of quality oriented workshops for Teaching-Learning as well as for professional development of non-teaching staff

It was decided to conduct atleast one FDP programme for the entire faculty of the University. Prof. Sanjay Dhingra suggested that atleast 2 to 3 FDPs are required to be conducted every semester by each School of the University.



Dr. Prarthana Aggarwal Goel suggested that the FPDs should be conducted as per the AICTE/UGC/MOE norms of 1-3 weeks duration which can be used for the purpose of CAS.

It was suggested that Staff Development Cell should prepare Calendar for each year to organise such programs.

Maj. Gen. N.K. Dhir accepted to conduct a programme on "Quality in Higher Education" once he come to India from USA after November, 2022.

Agenda 6: To review and plan the conduct of extension activities on regular basis through the involvement of citizens and neighbourhood community.

All the USS is required to prepare an action plan for the extension activity and act accordingly. It is required to maintain the data on every event i.e. resource persons, geo-tagged photographs, list of participants, report and the copies of the certificates, etc. The action is being taken by the USS. The reports are awaited for the period July, 2022 to September, 2022.

Agenda 7: To discuss the conduct of collaborative activities through MoUs and leveraging them

It was informed that University has entered into good number of MOUs with a large set of industries, NGOs and Academic institutions. These MOUs would be shared with all the Deans as well as make one Nodal Officer in every school who will be responsible for the activities conducted in the respective school using the MOS, It was stressed that all relevant details of such activities to be recorded properly by all with a copy to the Office of IIQAC.

Agenda 8 : Any other agenda with the permission of the Chair.

a. **To review the amount of laptop grant to the faculty**

The matter of enhancement of reimbursement amount for the purchase of laptop grant to the faculty members was reviewed and the members accepted to enhance the limit for purchasing of laptop to the faculty of the GGSIP from Rs.60,000/- to Rs.80,000/-.

b. Hon'ble Vice Chancellor has assigned the following three tasks to the Member Secretary

(i) NEP oriented activities

(ii) FDPs

(iii) NBA and other Accreditation

c. Dr. Prarthana Agarwal: More patent should be filed and Number of conference should be increased. During Covid period number of conferences has gone down and it should be increased in physical mode.

d. Hon'ble Vice Chancellor desired that IIQAC should arrange activities in the University related to NEP. These activities should be organized in the affiliated colleges too for sensitising them about the NEP initiatives. Prof. P.C.Sharma, Nodal Officer for NEP Task Force may be involved.

e. It was decided to organise an awareness Workshop on IPR an Patent Filing for faculty and scholars.

f. A demo presentation to be prepared by Member Secretary, IIQAC to be shared with the schools which should be presented during NAAC Peer team visit. Alongwith, the list of files to be maintained by each school and branches to be shared with them.

g. A committee of 2-3 persons should be constituted who will look after the ranking activities of national as well international level.

(Prof. A.K. Saini)
Member Secretary, IIQAC

ACTION TAKEN REPORT OF IIQAC MEETING HELD ON 25.05.2022

Agenda-wise Action Taken Report:

1. To approve the minutes of the last meeting.	The minutes of the meeting as circulated to members were approved as no comments were received.
2. To review the Action Taken Report for the points emerging from last meeting.	<p>Action Taken Report based on IIQAC Meeting held on 08.03.2022</p> <p>As discussed the IIQAC has initiated the process of sensitizing the concerned schools/sections and branches with the help of DRC to ensure the improvement in (i) Publication in Scopus and Web of science (ii) Graduation Outcomes and (iii) Teaching and Learning Resources in a time bound manner</p> <p>A Statistical Officer has been appointed and a process is being developed for maintaining the data of AISHE in the similar format for timely compilation and upload on the AISHE portal.</p> <p>The concerned schools like USMS, USICT, USBT & USCT have appointed the Nodal Officers from amongst the faculty for NBA and other reputed international bodies/agencies for accreditation related work.</p>
Agenda 3: To provide update on the status of 3rd cycle of NAAC Accreditation of the University.	Self Study Report (SSR) was once again submitted in the NAAC portal on 10.06.2022 after their queries with respect to the SSR submitted on 10.05.2022. Waiting for further reply from the NAAC, Bangalore for Peer Team Visit. The preparations are underway.
Agenda 4: To provide status of the AQAR submission for the year 2020-21	The final AQAR is submitted for the year 2020-21 on 29.07.2022
Agenda 5: To discuss the conduct of quality oriented workshops for Teaching-Learning as well as for professional development of non-teaching staff	<ul style="list-style-type: none">• Maj. Gen. N.K. Dhir has agreed to conduct a programme on "Quality in Higher Education".• An IPR Awareness Programme for Teachers and Research Scholars is conducted on 16.08.2022 in collaboration with the Ministry Commerce and Industry in the University Campus• The University conducted 05 days Disability Awareness Week during 26.09.2022 to 30.09.2022

<p>Agenda 6: To review and plan the conduct of extension activities on regular basis through the involvement of citizens and neighbourhood community.</p>	<p>Contacts are being made with nearby management of residential societies / village bodies to conduct some meaningful extension activities. In addition the Cell has approached few villages in the zone and is in touch with Unnat Bhart Mission and Dy. Commissioner for formal adoption of villages for carrying out the social outreach activities.</p>
<p>Agenda 7: To discuss the conduct of collaborative activities through MoUs and leveraging them</p>	<p>A copy of all the MoUs have been sent to all the Deans of USS and Directors for conduct of activities related to their schools / departments as per terms of reference of the MoUs under intimation to the IIQAC. The Nodal Officers have been nominated by few USS for the same and few are being nominated.</p> <p>At present there are around 91 MOUs. More formal collaborations are being worked out as per the directions of the Hon'ble Vice Chancellor. In addition, it has been decided to assign each MOU to a faculty/officer for keeping the MOUs active and alive.</p>
<p>Agenda 8 : Any other agenda with the permission of the Chair.</p>	<ul style="list-style-type: none"> • The matter of enhancement of reimbursement amount from Rs.60,000/- to Rs.80,000/- for purchase of laptop to the faculty has been forwarded to the COF to be placed in the upcoming meeting of the Finance Committee. • IPR Awareness programme conducted for Teachers and Research Scholars • NEP oriented activities are being undertaken. NEP Task force is meeting regularly to drive the implementation of NEP. • Demo presentation for NAAC, list of files and other related information has been shared with USS and Branches. • A Committee of the following members has been constituted for looking after the ranking activities of national as well as international level: <ul style="list-style-type: none"> (i) Prof. Sanjay Dhingra, USMS, (ii) Dr. Gagan Deep Sharma (USMS) and (iii) Dr. Prarthana Aggarwal Goel (USHSS)


(Prof. A. K. Saini)
Member Secretary, HQAC