

Ref. No.: SVSU/2024/IQAC/61

Date: 6th June 2024

Minutes of Meeting held on 5 June, 2024

Referencing notice ref. no. SVSU/2024/IQAC/60 dated June 4, 2024, from the office of the Director-IQAC, a meeting was held on June 5, 2024, with IQAC members, the IT department, and NAAC coordinators from the Faculties of Dental Sciences, Pharmacy, and AYUSH.

The following were the members present in the meeting:

1.	Prof. (Dr.) Kapil Kumar, Director IQAC
2.	Mr. Manish Pathak, Associate Professor, Faculty of Pharmacy (on behalf of NAAC coordinator Dr. Rupesh Kumar Pandey, Faculty of Pharmacy)
3.	Dr. Preeti Sharma, Professor, Faculty of Dental Sciences – NAAC Coordinator
4.	Dr. Nair Dhiren Ajith, Assistant Professor, Faculty of AYUSH – NAAC Coordinator
5.	Dr Preeti Mishra, Faculty of Dental Sciences
6.	Dr. S.S Rathi, Faculty of Dental Sciences
7.	Dr. Aparna Rai, Faculty of Dental Sciences
8.	Dr. Snigdha Singh, Faculty of Dental Sciences
9.	Dr. Amit Kr Khera, Faculty of Dental Sciences
10.	Dr. Noopur Kaushik, Faculty of Dental Sciences
11.	Dr. Tushar, Faculty of Dental Sciences
12.	Dr. Mehvish Saleem, Faculty of Dental Sciences
13.	Dr. Pragati Rawat, Faculty of Dental Sciences
14.	Dr. Varsha Rey, Faculty of Dental Sciences
15.	Dr. Mohnish, Faculty of Dental Sciences
16.	Dr. Supurna Pandit, Faculty of Dental Sciences
17.	Mr. Ankush Verma, I.T Dept.
18.	Mr. Anshul Chaudhary, I.T Dept.
19.	Ms Shruti Singh, Coordinator - IQAC
20.	Ms Pratibha Teotia, Deputy Coordinator- IQAC
21.	Mrs Seema Saxena, O.S.D, IQAC
22.	Mr Sonu Lathwar, A.O.S., IQAC

The following points were discussed in the meeting:

1. The Director-IQAC welcomed all attendees.
2. The Director-IQAC announced that the IT department has developed a web portal for collecting data for the NAAC-AQAR. Today's meeting will discuss the portal's functionality and the data uploading process for all AQAR criteria.
3. The Director-IQAC conveyed that, following the Hon'ble Vice Chancellor's instructions, the Faculties of Dental Sciences, Pharmacy, and AYUSH will participate in the pilot project to test the portal's workflow and data upload process.
4. First, Mr. Anshul Chaudhary and Mr. Ankush Verma from the IT department demonstrated how to access the AQAR Portal.



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5. Subsequently, Mrs. Seema Saxena, OSD-IQAC (Criteria 1), Mr. Sonu Lathwar, AOS-IQAC (Criteria 2 & 3), Ms. Pratibha Teotia, Deputy Coordinator-IQAC (Criteria 4 & 5), and Ms. Shruti Singh, Coordinator-IQAC (Criteria 6 & 7) explained the data upload process for various sub-criteria on the AQAR Portal.
6. The Director-IQAC informed that, as a pilot project, the aforementioned three faculties will upload data for the academic year 2023-24. Some NAAC coordinators mentioned that the data for 2023-24 is not yet prepared, so it was agreed to use the data from 2022-23 to test the portal's functionality. With the consent of all members, it was decided that if the 2023-24 data is not yet compiled, the 2022-23 data can be used as dummy data.
7. With the consent of all NAAC coordinators, it was decided that the three faculties must complete the data upload to test the AQAR portal's effectiveness and functionality by June 15, 2024. Additionally, a criteria-wise report of observations by the NAAC coordinators from all three faculties will be submitted to both the university's IT department and the IQAC.
8. Starting June 16, 2024, IQAC members (criteria-wise) will review the data uploaded by the three faculties on the portal to ensure that collective reports are being accurately prepared and displayed.
9. It was decided that all observations submitted by the three faculties and IQAC team will be ratified by the IT department by June 20, 2024.
10. No other agenda items were discussed during the meeting, and it concluded with a vote of thanks to the Chair.



 06-06-2024

Prof. (Dr.) Kapil Kumar
(Director IQAC)

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Copy to:

1. The Hon'ble Vice Chancellor – For kind information please.
2. CEO – For kind information please.
3. Dean, Faculty of Dental Sciences
4. Dean, Faculty of Pharmacy
5. Dean, Faculty of AYUSH
6. CTO – IT Department
7. Dr. Preeti Sharma, Professor, NAAC Coordinator – Faculty of Dental Sciences
8. Dr. Rupesh Kumar Pandey, Assoc. Prof., NAAC Coordinator – Faculty of Pharmacy
9. Dr. Nair Dhiren Ajith, Assistant Professor, NAAC Coordinator – Faculty of AYUSH
10. All other faculty members attended the meeting



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Internal Quality Assurance Cell (IQAC) Meeting on AQAR Web Portal Attendance Sheet

Date : 05/06/2024 (Wednesday)

Time : 2.30 PM Onwards

Venue : IQAC Conference Hall

S. No.	Name	Designation	Signature
1.	Dr. Preeti Sharma	Professor, NAAC COORDINATOR Faculty of Dental Sciences	Preeti Sharma
2.	DR. RUPESH K. PANDAY Dr. Manish Pathak	Assoc. Professor Faculty of Pharmacy → ABSENT → PRESENT	
3.	Dr. Nair Dhiren Ajith	Assistant Professor Faculty of AYUSH NAAC COORDINATOR	Dhiren Nair
4.	Prof. (Dr.) Kapil Kumar	Director, IQAC	Kapil Kumar
5.	Ms. Shruti Singh	Coordinator, IQAC	Shruti Singh
6.	Ms. Pratibha Teotia	Dy-Coordinator, IQAC	Pratibha Teotia
7.	Mrs. Seema Saxena	O.S.D., IQAC	Seema Saxena
8.	Mr. Sonu Lathwar	A.O.S., IQAC	Sonu Lathwar
9.	Dr Preeti Mishra	SDC	Preeti Mishra
10.	Dr. S.S. Pathak	SDC	S.S. Pathak
11.	Ms APARNA RAI	SDC	Aparna Rai
12.	Dr. Srinidhi Singh	SDC	Srinidhi Singh



Office of the IQAC

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13.	Dr. Amit Kulkarni	SDC	Amit K
14.	DR. Nishu Kaulik	SDC	Nishu
15.	DR. TUSHAR	S.DC	Tusha
16.	Dr. Meenu	SDC	meenu
17.	Dr. Pragati Rawat	SDC	Pragati
18.	Dr. Vaishali Roy	KSCP Pharmacy	Vaishali
19.	Dr. Mohanish	SDC	Mohanish
20.	Dr. Sukanya	SDC	Sukanya
21.	Mr. Anshul	IT Dept.	Anshul
22.	Mr. Anshul	IT Dept.	Anshul
23.			
24.			
25.			

DIRECTOR - IQAC

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