

Ref. No.: SVSU/2022/IQAC-QEWC/MOM-01

Dated: 16/04/2022

Minutes of Meeting

A meeting of IQAC was held on 16th April, 2022 at 11:00 AM onwards in VC Conference Hall, Swami Vivekanand Subharti University, Meerut.

The meeting was attended by the members of Quality Enhancement Working Committee (QEWC) of the respective Faculties/Colleges.

Under the Chairmanship and directions of Hon'ble Vice Chancellor and Chairman of IQAC, Prof. (Dr.) G.K. Thapliyal the meeting was commenced by Dr. Neetu Panwar, Director, IQAC.

The IQAC Director welcomed all the Vice Chairman and Member Secretary of the QEWC. The following agenda points were discussed during the meeting:

Agenda: 1	To prepare the ATR based on the previous IQAC meeting dated 15th January, 2022.
Resolution	The members were informed that the IQAC minutes of meeting dated 15 th January, 2022 has been circulated to all the respected college via mail. It was recommended that the agenda points for which the action was supposed to be taken at the end of HOI, must submit their reports to IQAC till 20 th April, 2022 so the ATR of the meeting could be circulated before the next IQAC meeting that has been scheduled for 22 nd April, 2022. The members were suggested to discuss the Meeting agenda points with the respective Dean/HOI so the ATR could be submitted respectively.
Agenda: 2	To review the functioning of QEWC at each Faculty/College Level.
Resolution	It was noted that in most of the Faculty/College QEWC is not functioning effectively and have not been constituted as per the prescribed nomenclature and composition with reference to IQAC Minutes of Meeting dated 17 th September Agenda No. 2 It was recommended to review the IQAC Minutes of Meeting dated 17 th September Agenda No. 2 to reconstitute the QEWC at each Faculty/College Level and also suggested to conduct the meeting as per the following guidelines: At college Level: Quarterly Meeting With IQAC: Quarterly meeting (1 Week Prior to the IQAC Meeting) Additionally, the Objectives and Functioning of QEWC was also discussed during the meeting and the same would be circulated to all the faculties/colleges.



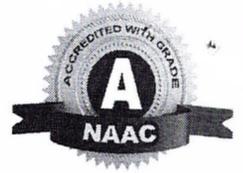
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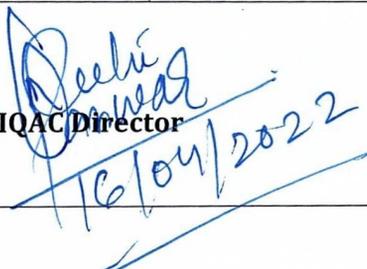
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Agenda: 3	To apprise the strategies of QEWC for the upcoming NAAC inspection.
Resolution	<p>The members were informed that during the visit of colleges several gaps have been identified in terms of Documentation, Classroom and Laboratory Management, Infrastructure development, Notice Board management, Presentation of HOIs etc.</p> <p>It was recommended that QEWC will review all the mentioned gaps by the visiting team and after discussion with respective Dean.HOI would coordinate to ensure the completion of all pending assignments prior to the visit of NAAC Peer Team.</p>
Agenda: 4	To review the Strategies vs Action Taken of Respective Faculty/College for A.Y. 2021-2022.
Resolution	<p>It was informed to all the members to prepare the Strategies Plan vs Action Taken Report respective Faculty/College for A.Y. 2021-2022. It was recommended that if any Faculty/College yet not prepared the requested documents, need to discuss it with the respective Dean/HOI to accomplish it so the SWOC for the A.Y. 2022-2023 could be designed effectively.</p> <p>It was also suggested that for SWOC Analysis for A.Y. 2022-2023, feedback from the randomly selected Faculty members, Students and Non-Teaching Staff members on SWOC format which would be provided by IQAC must be collected. The analysis of the responses would be done by QEWC which would be placed to Den/HOI for finalization to design the SWOC of the Faculty/College for A.Y. 2022-2023.</p>
Agenda: 5	To discuss a prospective plan for quality enhancement at the respective Faculty/College Level in A.Y. 2022-2023.
Resolution	<p>As it was discussed to design the SWOC at each Faculty/College for A.Y. 2022-2023 on the basis of Action taken in A.Y. 2021-2022, a prospective plan for quality enhancement for A.Y. 2022-2023 would be developed at each Faculty/College level to work accordingly.</p>
Agenda: 6	Any other agenda with permission of the Chair.
Resolution	<p>The members were informed the IQAC has developed many formats specific to Feedback, Database Management and Classroom Teaching Assessment to ensure the continuous improvement in terms of the quality culture of the University in coordination of all Faculties/Colleges.</p>


IQAC Director


IQAC Chairman

Vice-Chancellor
Swami Vivekanand
Subharti University
MEERUT