



Office of the IQAC

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)

Ph. 0121-2439578, 2439052, 3058031, 3058032/Extn: 2426, Telefax: 0121-2439067

E-mail: iqac@subharti.org, Website: www.subharti.org

Ref. No.: SVSU/2014/IQAC/03

Dated: 10-07-2014

MEETING NOTICE

A meeting of "Internal Quality Assurance Cell" is to be held on Thursday, 15-07-2014 at 09:30 AM in Vice Chancellor Conference Hall, Subhartipuram, Meerut to consider the following AGENDA hereunder:

1. Confirmation of minutes of 1st Review Meeting
2. Follow up action of the 1st Review Meeting (ATR)
3. NAAC Preparedness
4. Report from Faculties
5. Admission Status
6. Report from Examination Cell
7. Placement Report
8. DDE Report
9. Progress report from the Faculty on NAAC Preparedness and informative
10. Dissemination of information to the Departments
11. Preparation of a composite report for a Faculty

All are requested to be seated by 09:15 AM sharp.


Director, IQAC

Copy to:

- P.S. to Chancellor – for kind information
- Hon'ble Vice Chancellor
- Registrar
- All Members of IQAC
- All Head of Institutions to attend the meeting as special invitee

Swami Vivekanand Subharti University
Internal Quality Assurance Cell (IQAC);
Quarterly Review Meeting, 15th July, 2014

Ref. No.: SVSU/2014/IQAC/04

Dated: 21/07/2014

A meeting of "Internal Quality Assurance Cell" is to be held on 15-07-2014 at 09:30 AM in Vice Chancellor Conference Hall, SVSU, Meerut.

Prof. Manzoor Ahmed, Hon'ble Vice Chancellor and Chairperson of the IQAC welcomed all present members of the Committee.

Members Present:

Name of the Member	Designation
Prof. Manzoor Ahmed	Hon'ble Vice Chancellor
Dr. Vijay Bhatnagar	Pro-Vice Chancellor
Dr. N.K. Ahuja	Director-General Administration
Dr. D.K. Giri	Director- Accreditation
Dr. A.K. Asthana	Principal, Faculty of Medicine
Dr. Nikhil Srivasthava	Principal, Faculty of Dental Science
Mrs. (Capt) G. Parwanda	Principal, Faculty of Nursing
Mr. Syed Zafar Hussain	Secretary NAAC Core Committee
Mr. P.K. Bhatnagar	Director, Faculty of Management and Commerce
Dr. Kiran Saksena	Dean, Faculty of Law
Prof. Pintu Mishra	Dean, Faculty of Arts
Dr. Chetan Vishal Garg	Additional Registrar-Academic
Dr. Prabhat Kumar	Controller of Examination
Dr. U.K. Singh	Principal, Faculty of Pharmacy
Mr. Neeraj Karan Singh	Dean, Faculty of Journalism and Mass Communication
Dr. B.C. Dubey	Dean, Faculty of Education
Prof. D.V. Avasthi	Dean, Faculty of Engineering and Technology
Dr. O.D. Sharma	Dean, Faculty of Science
Dr. R. K. Meena	Principal and Dean, Faculty of Paramedical Sciences
Dr. D.S. Rao	Principal, Department Yoga & Naturopathy
Dr. M.P. Yadav	HoD -Department of Physics
Dr. Manoj Kumar Tripathi	Principal (I/C), Faculty of Law
Mr. Amrendra Chaudhary	NAAC steering Committee Coordinator- Faculty of Pharmacy
Dr. Pooja Gupta	NAAC steering Committee Coordinator- Department of Fine Arts and Fashion Design
Ms. Namita Batra	NAAC steering Committee Coordinator- Faculty of Nursing
Mr. Rahul Sharma	Academic In- Charge DDE
Mr. Bhola Chorasias	HoD, Deptt. of Hotel Management
Mr. Amit Asthana	HoD , Computer Science and Engineering)
Mr. Jai Raj Singh	IQAC Coordinator Department of Physical Education
Dr. Rahul Sirohi	IQAC Coordinator, Department of Education

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Dr. Prabhat Kumar Singh	NAAC Steering Committee Coordinator, Department of Education
Mr. Sameer Singh	Asst TPO-Placement Cell
Dr. Sanjai Kumar	IQAC-Coordinator, Faculty of Para-medical Science
Dr. Himanshu Kapoor	IQAC-Coordinator, Faculty of Dental Science
Mr. Rajeev Arora	Astt. Director, DDE
Mr. Tarun Kumar	Manager, Admission

• **Members could not attend**

Name of the Member	Designation
Dr. Jayant Shekhar	Director, Faculty of Engineering and Technology
Er. P.K. Garg	Registrar
Mr. Rajesh Mishra	Finance Advisor

1.1. Grant of leave of absence, if any

Mr.P.K. Garg, Registrar, Dr. Jayant Shekhar, Director, Faculty of Engineering and Technology and Mr. Rajesh Mishra, Finance Adviser could not attend the meeting and granted leave.

1.2. Confirmation of minutes of 1st Review Meeting

The minutes of first review meeting were confirmed.

1.3. Follow up action of the 1st Review Meeting (ATR)

Matter placed was noted.

1.4. Message of Honorable Vice-Chancellor

Prof. Manzoor Ahmad, Honorable Vice Chancellor welcomed all present to the second review meeting cum joint meeting of NAAC Core Committee, NAAC Steering Committee and IQAC members. In his opening speech he emphasized on the objectives of the review meeting and received optimistic response from the members. Following are the points explained:-

- To start MIS system (Management Information System) for operational components of SVSU.
- To work on Operational Chain Management system for competing with our competitors-both in quantity and excellence.
- To involve our stakeholders in the Comprehensive growth process of SVSU.
- To reciprocate and assist in the achievements of each other.
- To develop inter as well as intra University Communication
- To work comprehensively to establish our signature in the academic arena of emerging Universities.
- To motivate and groom our faculty members for developing research orientation and publish in reputed journals.

1.5. Agenda of the Meeting

- NAAC Preparedness 09.30 – 10.15 am
- Report from Faculties 10.15 – 12.30 pm
- Report from Examination Cell 12.30 - 12.40 pm

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- Placement Report 12.40– 12.45 pm
- Admission Status 12.45 – 01.00 pm
- DDE Report 01.00 – 01.15 pm

1.6. NAAC Preparedness

Starting the discussion on the first agenda Dr. Vijay Bhatnagar, Pro-Vice Chancellor gave presentation on the Research Output of SVSU Faculty members, since 2009 onwards. The Faculty of Medicine contributed 44.1%, Faculty of Dental Science had 33.2% and all other Faculties contributed 22.6%. So far as Impact Factor of Journals, h-Index, i10-Index are concerned, the data could only be generated from Faculty of Dental Sciences and Department of Environmental Engineering, so far. The total citations, h-Index and i10-Index of Faculty of Dental Science are 1143, 75 and 34 and Department of Environmental Engineering are 763, 16 and 22 respectively. He requested all Principals / Deans / Directors / HoDs to complete all essential tasks related to their Departmental Evaluative Report and submit to Director-Accreditation by 18th August, 2014.

- a) **MoU with INFLIBNET-UGC:** Dr. D.K.Giri, Director-Accreditation, informed that the communication to sign MoU between INFLIBNET-UGC and SVSU has been received on 27th June, 2014. Soon, SVSU will be a member of SODHGANGA & SODHGANGOTRI project of UGC, which will be proved as a milestone for the Research Activities conducted at Ph.D and M.Phil courses. He added, immediately after the signature of MoU, training of the University Coordinators to be conducted by UGC and SVSU will be receiving various research projects from UGC. Also the provision for financial assistance to Ph.D Scholars for conducting their study from various funding agencies will be mobilized.
- b) **Faculty of Engineering and Technology will soon be a member Washington Accord- National Board of Accreditation (NBA):** India has become 13th signatory country of Washington Accord an Internationally acclaimed accreditation agency, giving accreditation to Engineering programs at UG Level. Accelerating the matter, Honorable Vice Chancellor wrote a letter to Honorable President, Pro Vice-Chancellor, Director-Faculty of Engineering and Technology and Director Accreditation on 14th of June, 2014. The matter was discussed and approved. Director-Accreditation was requested to submit a detailed report to Honorable President and Vice-Chancellor soon to examine the relevancy of the accreditation for SVSU students.
- c) **Lunching of Digital Library Platform on SVSU website:** Considering the importance of Digital Age Learning System, Honorable Vice-Chancellor entrusted Director-Accreditation to start Digital Library Platform on the website. After continuous research and scores of discussion with the peer members the

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project was finally handed over to Dr.N.K.Ahuja, Director-Website Development Committee, SVSU on 26th May, 2014.

- d) **MoU with INFLIBNET for Sodh Ganga Project:** Considering, UGC Notification (Minimum Standards & Procedure for Award of M.Phil. / Ph.D Degree, Regulation, 2009) dated 1st June 2009, provides mandate for submission of electronic version of theses and dissertations by the researchers in universities with an aim to facilitate open access to Indian theses and dissertation to the academic community world-wide. NAAC is giving due emphasis on this process. Understanding the worth of the project Honorable Vice-Chancellor entrusted the task to Director-Accreditation to complete within stipulated time.

1.7. Complete Research Publications from SVSU Faculty

Focusing on the total research publications of SVSU faculty, Dr. Vijay Bhatnagar, Pro Vice-Chancellor presented the following data (Table-1):

Table: 1

Name of the Faculty	No. of Research Publications
Faculty of Medicine	1072
Faculty of Dental Science	538
Faculty of Engineering and Technology	232
Faculty of Nursing	17
Faculty of Law	58
Faculty of Education	52
Faculty of Science	61
Faculty of Pharmacy	123
Faculty of Arts and Social Science	32
Faculty of Para Medical Science	04
Faculty of Management and Commerce	34
Faculty of Journalism and Mass Comm.	05
Grand Total	2228

Dr. Bhatnagar categorically emphasized on the preparation of Total Citations of research publications, h-Index, i10-index and other international reputed journal rank, such as SJR, SNIP through Google Scholar or allied research output conversion software. This has to be prepared individually by the faculty (himself / herself) for onward submission to Director-Accreditation. After first review of the departmental evaluative report the total research papers contributed by SVSU faculty is reported as 2228.

• **Achievements (Faculty/ faculty members):**

- a) The Engg. & Technology programs of Faculty of Engg. & Technology received affiliation from AICTE and BTE on 24th June, 2014.
- b) Principal and Dean, Faculty of Nursing, Ex Capt. Mrs. Geeta Parwanda, has been nominated for Star of Asia Award by Global Achievers Foundation. She will be receiving the award on 2nd August at Kathmandu, Nepal.
- c) Dr. Rahul Bansal, Prof and Head, Deptt. of Community

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- Medicine conducted a training session for in service teachers at primary level as Resource person at Kendriya Vidyalaya Punjab lines, Meerut on 24th May, 2014.
- d) Dr. Rahul Bansal, Prof and Head, Deptt. of Community Medicine, conducted a training workshop for Indian Medical association (ladies wing) on prevention of vector born diseases, (world Health Day-Theme) on 6th May, 2014.
 - e) The excerpt of interview of Dr. P.C.Attri's , Prof&Head, Deptt of Surgery was published in Times Of India on 21st June, 2014.
 - f) The excerpt of interview of Prof. Pintu Mishra, has been published in many reputed Electronic and Print Media , such as; Aesthetics International Magazine, Crime Sparks Magazine, Symphony Magazine, Celebs Magazine etc.
 - g) Mr. N.K. Singh, Dean & Vice-Principal, Faculty of Journalism and Mass Com has been appointed as Editorial Advisor of „ Dristant“- A reputed monthly magazine, published from Lucknow on Socio-Economic issues on 27th June, 2014.
 - h) Mr. Bhola Chaurasia, HoD, Deptt. of Hotel Management, attended a Seminar, organized by Faculty of Education on 17th June, 2014
 - i) 7 faculty members visited various University/ Colleges as external examiners for UG/PG programs.
 - j) Dr. Vaibhav Goel Bhartiya, Professor & Dean, Faculty of Law, has been invited to Deliver one Module on Human Right and Public Order Training to Senior in service Officers of R.A.F. & C.R.P.F.R.A.F. Academy of Public Order, Meerut on 5th July, 2014.
- **Activities related to Admission:**
 - a) Department of Management and Commerce organized a general interactive session with African Students at SVSU on 9th May, 2014,
 - b) A group of Senior Academicians, headed by Mr.P.K.Bhatnagar, Director-Faculty of Mgt. &Commerce, visited 4 South African Countries for the admission purpose of International students from 15th-31st May, 2014. Mr. Bhatnagar informed that the trip was quite successful and it is expected that a good number of students from those countries will be admitting in SVSU in 2014-15 session.
 - **Brand Building Activities/ Faculty in Media:**
 - a) A documentary entitled, " Introduction to Management Course" jointly prepared by Faculty of Mgt &Com, and Subharti Media, has been airing in Subharti TV since 13th May, 2014.

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- b) As a part of brand building exercise, a documentary film "Uchay Shiksha Prichay" has been broadcasted in Subharti TV since 13th June, 2014 for all programs.
- **Collaborative Programs:**
 - a) Department of Fine Arts and Fashion Design organized, Artist camp at National Level in collaboration with AAPRI group from 22-24th June, 2014. Renowned Artists from all corners of the country participated in this exhibition.
 - b) SIFF and Subharti Media jointly organized the premier of the movie Drawing Blood on 22nd June, 2014.
 - c) Faculty of Nursing organized an In-service program on Pharmaco-Vigilance in collaboration with Pharmacology, Deptt on 27th June, 2014.
 - d) Faculty of Law and Faculty of Journalism and Mass communication jointly organized a seminar and plantation program on 5th June, 2014 on the occasion of World Environment Day.
 - e) World Environment day was organized at various department of Faculty of Medicine on 5th June, 2014.
- **Extension Activities:**
 - a) On the occasion of World Environment Day, Faculty of Nursing organized an Awareness Rally and Tree Plantation camp, at Khajuri village on 5th June, 2014.
 - b) Faculty of Medicine organized Antenatal Camp at RHTC-Khajuri on 29th May, 2014.
 - c) Faculty of Engg. & Technology organized 13 Career counseling camp at different parts of Meerut.
 - d) A tobacco awareness programme was conducted by Faculty of Dental Sciences on the occasion of 'World No Tobacco Day' on May 31st 2014.
 - e) Department of Fine Arts and Fashion Design organized Summer Camp Art Expo from 20th May-7th June, 2014.
- **Industrial Visits:**
 - a) Two industrial visits were organized at Faculty of Nursing to local Vocational Centre for blind and mentally retarded children.
 - b) 13 industrial training/visits were organized by Faculty of Management and Commerce from 16-25th June, 2014.
- **Visits of distinguished guests/Guest Lecture by dignitaries:**
 - a) Dr. M. P.Singh, Associate Professor Dr. Bhim Rao Ambedker University, Lucknow delivered a lecture at SIFF on 27th May, 2014.
 - b) Prof. M.G. Kidvai, Ex- HOD Jamia Millia Islamia University, Delhi, delivered a lecture on Contemporary Art & Artists 22/06/14.
 - c) Mr. Natraj Maharishi, Actor & Director, attended Premier of the movie "Drawing Blood" as chief guest on 24/06/14.

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- d) Mr. Satendar Gupta, CEO, Art Info, New Delhi, attended the closing ceremony of the art exhibition as chief guest on 24th June, 2014.
- e) Mr. Rajeev Chakarborty Managing Director, ALLA Prima International Art Fair, New Delhi, attended the closing ceremony of the art exhibition as Honorable Guest on 24th June, 2014.
- f) Mr. Vikas Shishodia, Director, Edit Works Institute of Journalism & Mass Communication, Delhi, visited Faculty of Journalism and Mass Communication and delivered a lecture on 16th June, 2014.
- g) On 13th June, 2014, Dr. Rolly Shett, DMPA-Lucknow visited Faculty of Medicine for delivering a talk on "Family Planning-A shifting focus".
- h) Dr. Mohd Arif, Asst. Prof. Branch of Aligarh Muslim University Murshidabad, West Bengal, Dr.S.P. Garg, H.O.D. Department of Law N.A.S. College, Meerut, Prof. I A Khan-Dean Faculty of Law, Aligarh Muslim University, Aligarh and Dr. Manoj Kumar Sinha, Director-Indian Law Institute, New Delhi delivered guest lectures at Faculty of Law on 22nd and 23rd June, 2014.

- **Campus Placement:**

- a) In an in campus placement drive 18 students were selected at Faculty of Nursing by Jaypee Medical Center, Jaypee Estate, Greater Noida and Syadwad College of Nursing, Baghpat.

- **Major Activities:**

- a) Faculty of Education organized Inter Institutional Seminar on 24th June, 2014.
- b) Mr. P.K.Bhatnagar, Director-Faculty of Management Studies organized an End-Semester meeting with International students of SVSU on 6th June, 2014.
- c) An aspirant meet seminar on the theme, „Importance of Technical Education” was organized by Faculty of Engg. & Technology on 25th June, 2014.
- d) Faculty of Engg. & Technology organized third international conference on the topic „Role of Engineers as Entrepreneurs in current scenario” on 28th June, 2014.
- e) Department of Fine Arts and Fashion Design organized, “Learn about Installation Art (Special class of MFA Painting) on 14th June, 2014.
- f) University organized „*Training the trainer*’ programme which was a training session arranged for all the teaching faculties on the 4th day of July 2014.

1.8. Progress report from the Faculty on NAAC Preparedness and informative items

Taking forward the next agenda of the meeting, Director-Accreditation focused on the following points.

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- Three students and one faculty member of Faculty of Education and Management and Commerce have cleared UGC-NET in JRF category/ eligibility for lectureship category in December 2013 UGC-NET Exams conducted by UGC.
- Soon the University will have its official policy for checking malpractices and plagiarism in research. The research committee will work proactively in this regard.
- In order to organize faculty recognition profile the following contributions of the faculty members will also be counted. Individual steering committee coordinators of each faculty and department have been guided to add the data in this context.
 - a) Participation in Conference/Seminar/Workshop
 - b) Invited Talks/ Chairman Technical Session/ Delivered Keynote Address
 - c) Attended Academic Council/ Executive Council/ Board of Governors/Board of Management meeting and RDC of other Universities
 - d) External Examiner/ Resource Person
- Second review of the Evaluative report for the following Faculty/Department has been finished and they are requested to furnish the required data and submit the fresh report by 18th August, 2014.
 - a) Faculty of Law
 - b) Faculty of Journalism and Mass Communication
 - c) Faculty of Para Medical Sciences
 - d) Faculty of Nursing
 - e) Faculty of Science
 - f) Faculty of Pharmacy
 - g) Faculty of Dental Sciences
 - h) Faculty of Engineering and Technology (Computer Application, Mechanical Engg, Environmental Engg., Electronics Engg.)
 - i) Faculty of Management and Commerce
 - j) Faculty of Education
 - k) Faculty of Medicine (Department of Food and Nutrition and Department of Para- Medical Sciences)
- **Second review of the Evaluative report for the remaining Faculty / Department will be completed by 8th August, 2014.** Department of Accreditation has initiated following activities for bench marking IQAM of the University.
 - a) The research publication of the faculty members is being uploaded on the website.
 - b) Alumni portal is being created on the website.
 - c) Citation table created through Google scholar is being uploaded.
 - d) Recent activities conducted by various Faculties/Departments is being uploaded
 - e) Recent achievements of the faculty members and

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- f) students are being uploaded.
 - f) Teaching Index task has already been resumed by various Faculties.
 - g) Annexure organization task for the Department of Education and Physical Education is complete.
 - h) Annexure organization task for CR-3 has been completed.
 - i) Feedback form for various parameters is ready for online installation through ERP.
 - j) Initiative to start Digital Library portal is under process.
 - k) University has participated in Technological Trend survey by a reputed educational corporate.
- The Principals / Directors /Dean / Heads of the constituents of the University are requested to forward the details of activities planned for next month / the details of the achievements of the Faculty / Students / Internship planned / Placement achieved / Dignitaries visited to the Director Accreditation, for uploading them on the SVSU-Website. They should also take initiatives to start IMS system in Faculty / Department level.
 - **The following tasks are targeted to be completed during August, 2014**
 - a) Completion of Executive Summary
 - b) Completion of University Profile Data
 - c) Completion of CR-1 to CR-7 with all annexure
 - d) Completion of Faculty and students governance system
 - e) Completing Green audit in the University
 - f) Complete the review of Innovative Practices in the University
 - The proposal for constitution of Academic Planning Committee and IQAC in Departmental level was placed and noted for further discussion in 3rd Review Meeting.
The primary functions of Academic planning committee would be:-
 - a) Approve a standardized course plan for all Faculties of the University.
 - b) Organize faculty training workshops on the preparation of course plan
 - c) Organize induction program for newly appointed faculties.
 - d) Organize orientation/FDP on emerging pedagogy/evaluation system of the University.**The primary functions of IQAC at departmental level would be:-**
 - Function as a subcommittee of University IQAC
 - a) Coordinate review activities at Faculty level
 - b) Report the information to University IQAC as and when required.
 - c) Present the data in the committee meeting
 - d) Develop intra personal communication among

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- faculty members
- e) Review the quality of various programs organized by the faculty
- f) Implement the plans within targeted time frame
- Each Faculty/Department should take various initiatives to develop both Internal and External quality assurance mechanism of his /her constituent. So that, gradually the concept of World Class University will unfold its wings at SVSU. Following are some parameters to start with.
 - a) Post Seminar/conference presentation
 - b) Award scheme to the faculty whose research article has been published
 - c) Students Mentoring Group
 - d) Alumni meet
 - e) Digital Platform in the Library
 - f) Ranking of the University/Faculty by various Ranking organization
 - g) Governance of Examination
 - h) Stipendiary Assignment Program-Students
 - i) Publication of E-Journal by each Faculty

1.9. Monthly Progress report from the Faculty on NAAC Preparedness and informative items

The monthly progress report, specifically on research activities of faculties and students, major activities conducted, visits of important dignitaries was presented by the IQAC coordinator of individual department and Faculty. Honorable Vice-Chancellor advised all IQAC coordinator that, while preparing the report they must strictly adhere to the instructions as well as format given in the circular, so that the desired objectives of the initiative may be achieved. The presentations received inspiring applause from the esteemed members

1.10. Progress report from Examination Cell, Admission Cell, Directorate of Distance Education and Training and Placement Cell

The reports were presented by the concerned officers of the department. The presentations revealed the following conclusions:

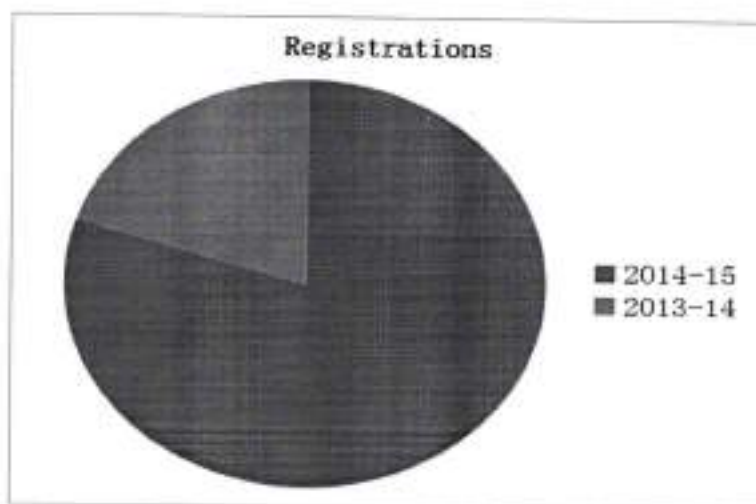
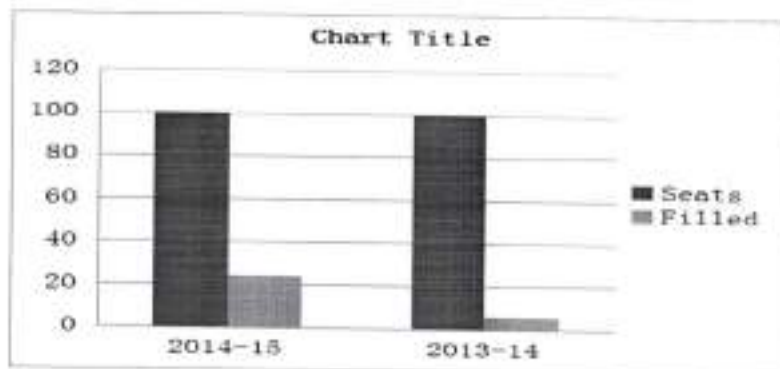
- a) **Central Admission Cell:** Mr. Tarun Kumar, Manager-Central Admission Cell informed that in comparison to. Dr.Shalya Raj told that all members of Admission team have worked hard this year for getting good admission for all programs. Since good admission is life line of the University, there should be much matured understanding between Departmental Admission Committee and CAC. Mr. Tarun, requested all Principals/Deans/ Directors to send updated list of admission on every Saturday to CAC.

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Progress status for session 2014~2015 dated
28 June'14 indicating comparison with session
2013~2014 on
basis of data available in CAC.

Progress Graph 2014-15

Progress Graph 2013-14



List programs, where good admission/ Registration has been recorded (on 27th June, 2014)

1. O.T
2. B.Sc (MLT)
3. B.Sc (Nursing)
4. P.B.Sc(Nursing)
5. GNM
6. ANM
7. BPT
8. BNYS
9. B.Pharma

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10. D.Pharma
11. B.Sc-Bio Tech
12. BBA
13. B.Com
14. B.Com (Hons)
15. B.A.LLB
16. M.Ed
17. B.F.A
18. B.J.M.C
19. B.Sc (PCM)
20. B.Sc(Hons)

Dr. D.K.Giri, Mr. P.K.Bhatnagar, Ex Capt. Mrs. Geeta Parwanda and Dr.Jayant Sekhar participated in the dialogue.

- b) **Directorate of Distance Education:** Giving presentation on the status report of DDE, Mr. Rahul Ku, Academic In-charge, informed that there has been a stiff increase of enrolment on B.A, M.Com, M.A and M.B. A Program of the DDE. The exams for various programs have been started on 09/06/2014. The list, given below reveals the current enrolment of students in different programs.

Report from DDE activities of Current Year 2014: (Admission, Examination & Result for current Year)

S.No.	Name of the Program	Admission Status	Examination Status	Status of Result
1	B.A	4773	Exams are going on since 09.06.2014	Under Process
2	B.Com	1050		
3	B.Lb	85		
4	B.Sc	1985		
5	BBA	384		
6	BCA	3103		
7	M.A	1942		
8	M.Com	381		
9	M.Lb	29		
10	M.Sc(CA)	76		
11	M.Sc(DPSt)	5		
12	MBA	1028		
13	MCA	514		
14	DCA	45		
15	PGDCA	756		
16	PGDIDM	2		
17	PGDFQM	4		
18	PGDMCH	1		
	Grand Total	19495		

- e) **Report from SSDC on ERP:** Presenting the monthly progress report of ERP, Mr. Veenu Bhatnagar-Team Leader informed that the Data entry task for the following colleges has been completed successfully. The ERP team has trained the ERP coordinator of each department for independently completing the task within time frame.

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Sr. No.	Colleges	Student	Course/ Subject	Student Evaluation	Status
1	Faculty of Education	Done	Done	Done	Done
2	Faculty of Pharmacy	Done	Done	Done	Done
3	Subharti Law College	Done	Done	Done	Done
4	Faculty of Physiotherapy	Done	Done	Done	Done
5	Faculty of Naturopathy and Yogic Science	Done	Done	Done	Done

Continue.....

Sr. No.	Colleges	Student	Course/ Subject	Student Evaluation	Status
6	Subharti Institute of Management and Commerce	Done	Done	Done	Done
7	Subharti Institute of Journalism and Mass Communication	Done	Done	Done	Done
8	Subharti Institute of Hotel management	Done	Done	Done	Done
9	Subharti Institute of Technology and Engineering College	Done	Done	Done	Done
10	Subharti Institute of Fine Arts and Fashion Design	Done	Done	Done	Done
11	Subharti Nursing College	Done	Done	Done	Done

7/17/2014 [Project Name]

- d) **Report from Examination Cell:** In the absence of COE, the report was presented by Dr.Giri, which revealed that, the Cell is proactively doing its duty under the able guidance of COE- Dr. Prabhat Kumar.

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- e) **Report from Placement Cell:** Mr. Sameer,-Training and Placement officer informed that due to examinations being held in various institutions of the University, no on-campus Placement Activity has been organized by the Placement Cell. However Off- Campus Placement opportunities continue to be made available to students by the Placement Portals engaged by the cell.

1.11. Dissemination of information to the Departments

It was reported that the information regarding the conduction of the monthly review meeting as well as the minutes of the meeting are not properly disseminated to the concerned department heads by the Principal/Directors/Deans of some Faculties. Therefore, they are facing difficulties in presenting the progress report of their department. Honorable Vice-Chancellor requested all Principals /Directors/Deans to be proactive in this regard in future. This practice will ensure us that our Internal Quality Assurance System is ideally decentralized and the onus of accountability and ownership related to performance are shared with collective wisdom at the grass root level

1.12. Preparation of a composite report for a Faculty

It was also noticed that various departments under one Faculty presented separate report of their individual department. Honorable Vice Chancellor advised all Principals /Directors/Deans to assign the task to their IQAC member, who will collect the information across all departments, compile them and prepare a presentation for the meeting. In an exceptional case, Faculty of Medicine, being huge faculty pool.



Dr. D.K. Giri
Director, IQAC