



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)

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Ref. No.: SVSU/2015/IQAC/07

Dated: 20-01-2015

MEETING NOTICE

A meeting of “**Internal Quality Assurance Cell**” is to be held on Saturday, 24-01-2015 at 02:15 PM in Vice Chancellor Conference Hall, Subhartipuram, Meerut to consider the following AGENDA hereunder:

1. Confirmation of minutes of 3rd Review Meeting
2. Follow up action of the 3rd Review Meeting (ATR)
3. NAAC Preparedness and Quality Assurance Mechanism
4. Report from Faculties
5. Report from T & P
6. Admission Status
7. Report from COE
8. Report from DDE
9. SSDC Report
10. Any other issue with permission of Chair
11. Programme organized by the University

All are requested to be seated by 02:00 PM 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, 24th January, 2015

Ref. No.: SVSU/2015/IQAC/08

Dated: 29/01/2015

A meeting of "Internal Quality Assurance Cell" is to be held on 24/01/2015 at 02:15 PM 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- Chairman
Dr. Shalya Raj	Honorable President-SKKB Charitable Trust- Special Invitee
Dr. V.K. Bhatnagar	Pro Vice Chancellor
Mr. P.K. Garg	Registrar
Dr. D.K.Giri	Director -Accreditation
Dr. A.K. Asthana	Principal, Faculty of Medicine
Mr. P.K.Bhatnagar	Director-Faculty of Management and Commerce
Dr. Capt. G. Parwanda	Principal, Faculty of Nursing
Mr. Syed Zafar Hussain	Secretary, NAAC Core Committee
Dr. Jayant Shekhar	Director, Faculty of Engineering and Technology
Mr. Neeraj Karan Singh	Vice-Principal, Faculty of Journalism and Mass-communication
Dr. B.C. Duby	Dean, Faculty of Education
Prof. D.V. Avasthi	Dean, Faculty of Engineering and Technology
Dr. A.K.Shirvasav	Prof and Head-Deptt. of Forensic Medicine, SMC
Dr.Mukesh Kumar	Vice-Principal, Faculty of Para-Medical Sciences
Dr.Sanjai Kumar	Asst.Professor-Faculty of Para Medical Science
Dr. Manoj Kumar Tripathi	Principal (I/C), Faculty of Law
Dr.M.P.Yadav	Dean(I/c) Faculty of Science
Dr. Himanshu Kapoor	IQAC/NAAC Steering Committee-Coordinator, SDC
Mr. Amrendra Chaudhary	NAAC steering Committee Coordinator-Faculty of Pharmacy
Dr. Pooja Gupta	NAAC steering Committee Coordinator-Deptt. of FA &FD
Ms. Namita Batra	NAAC steering Committee Coordinator-Faculty of Nursing
Mr. Rahul Sharma	Academic In charge Directorate of Distance Education
Mr. Sameer Singh	Asst TPO-Placement Cell

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Mr. Tarun Kumar	Manager, Admission-Central Admission Cell, SVSU
Mr. Veenu Bhatnagar	Manager- ERP Committee

1.1. Grant of leave of absence, if any

Prof. Nikhil Srivasthava- Principal and Dean, Faculty of Dental Science, Dr. R.K. Meena, Principal & Dean Faculty of Para-Medical Sciences, Dr. Kiran Saksena, Director-Faculty of Law, Dr.(Col) N.J. Ahuja, Director-General Administration, Dr. U.K. Singh, Principal, Faculty of Pharmacy, Prof. Pintoo Mishra, Principal and Dean, Faculty of Arts and Social Sciences and Dr. Prabhat Kumar- Controller of Examination could not attend the meeting and granted leave.

1.2. Confirmation of minutes of 3rd Review Meeting

The minutes of third review meeting were confirmed.

1.3. Follow up action of the 3rd Review Meeting (ATR)

Follow up/ Action taken report on the following matter were placed and noted:

- Organization of an International Conference under the aegis of IQAC

1.4. Dr. Vijay Bhatnagar, Pro Vice-Chancellor, welcomed Honorable President, S.K.K.B. Charitable Trust, Honorable Vice-Chancellor and all present in the IVth Review meeting

1.5. Agenda of the Meeting

Following agenda items were transacted:

- NAAC Preparedness 02.15 – 02.30 pm
- Report from Faculties 02.30 – 03.30 pm
- Report from T & P 03.30 – 03.35 pm
- Admission Status 03.35 – 03.40 pm
- Report from COE 03.40 – 03.45 pm
- Report from DDE 03.45 – 03.50 pm
- SSDC Report 03.50 – 03.55 pm
- Any other issue with permission of Chair 03.55 – 04.00 pm

1.6. NAAC Preparedness and Quality Assurance Mechanisms

a) Second Review of Departmental Evaluative Report: Director Accreditation informed that, with the whole hearted cooperation from the Principal all HoDs of Faculty of Medicine Second review (Departmental Evaluative Report) for all 2 Departments has been completed on 15th January, 2014. Proactively, Department of Radio Diagnosis, Psychiatry, Dermatology, Virology, and Leprosy, Ophthalmology, Microbiology, Anesthesiology, Pharmacology, ENT, Physiology, Respiratory Medicine, Anatomy, Para-Medical, Food & Nutrition, Naturopathy & Yoga have submitted their reports.

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Reports are expected from Department of Surgery, Obstetrics and Gynecology, Pediatrics, Community Medicine, Forensic Medicine, Bio-Chemistry, Pathology, Orthopedics, Medicine.

- b) **Status report on receipt of Feedback forms:** Department of Library Science, ENT, Dermatology & Virology, Anesthesiology and Critical Care, Orthopedics, Faculty of Paramedical Science, Department of Hotel Management have partially submitted their feedback forms. However, the forms are yet to receive from, Faculty of Dental Science, Faculty of Medicine (except 4 departments), Faculty of Engineering and Technology, Department of Physical Education, Faculty of Pharmacy, Faculty of Journalism and Mass Communication, Department of Management and Commerce.
- c) **Analysis of Feedback:** The analysis report of feedbacks received from various faculties and department was presented and briefed.

**Report on Analysis of Feedback form -Overall
Performance
(Partial Report)**

Name of the Faculty/Department	Annex-1	Annex 5	Annex 9	Annex 10	Annex 11
Department of Hotel Management	96.33%	79.86%	58.41%		
Department of ENT	89.17%	84.79%	86.80%		
Department of Dermatology, Virology and Leprosy	100%	80.25%	82.85%		
Department of Physiotherapy	81.92%	71.66%	82.85%	46.92%	
Department of Anesthesiology and child care	94.37%	80.5%	77.56%	53.84%	
Department of orthopedics	97.41%	79.04%	90%		
Department of Education	78.25%	66.97%	90.21%	79.74%	
Department of Arts and Fashion design	94.62%	79.88%	82.51%	55%	87.57%
Department of Lib and Inf. Scs.	94.62%	93.54%	88.57%	85.38%	
Faculty of Law	87.88%	94.44%	96.54%		75.35%

- Student Feedback on Teachers : (Annexure – 1)
- Questionnaire for Student Satisfaction Survey: (Annexure –3)

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- Faculty Feedback of Course Curriculum: (Annexure – 4)
- Faculty Satisfaction Questionnaire : (Annexure – 5)
- Parents Feedback Form : (Annexure – 6)
- Alumni Feedback Form: (Annexure – 7)
- Recruiters Feedback Form : (Annexure – 8)
- Non-teaching staff and supporting staff: (Annexure – 9)
- Hostellers Satisfaction Questionnaire: (Annexure - 10)
- Foreign students satisfaction: (Annexure - 11)

The report revealed that despite some bottlenecks; a few Faculty/Departments have completed the task partially; this proved that they are committed for establishing Quality Assurance system in the University. Other members were requested to submit the same, so that analysis can be completed timely and reported in the SSR. Director-Accreditation also informed that very interesting yet educative suggestions were received from the students in the feedback form, which will be reported during the next review meeting.

d) **Receipt of Teaching Index form:** Despite strenuous efforts, only a few Faculties/Department have submitted their reports. It was also noted that, though the task was completed in some Faculty/Departments, the reports were not received from them. Therefore, all were requested to take conscious efforts to complete the task and submit the report by 31st January, 2015 to the Registrar. Faculty/Department is free to constitute their team for indexing the performance of their faculty members. They may also include senior external members for the purpose. However, in that case, approval from Honorable Vice-Chancellor will be mandatory. Faculty of Nursing, Para-Medical Sciences, Journalism and Mass communication, Department of Naturopathy and Yogic Sciences and Faculty of Science have submitted their reports and the same is expected from Faculty of Medicine, Dental Science, Engineering and Technology, Education, Law, Arts and social science, Management and Commerce and Pharmacy.

e) **Status Report of Additional Research Contribution of the Faculty members:** In order to enrich our SSR to be submitted to NAAC, Director-Accreditation, requested all Principal / Directors/ Deans to submit a list of Research contributions of their faculty members in other research activities except publications and sponsored projects. The response was well received from 5 Departments of Faculty of Medicine (Respiratory Medicine, Pharmacology, Dermatology and Leprosy, ENT, Anesthesiology), Faculty of Dental Science, Faculty of Para-Medical Science, Department of Hotel

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Management, Faculty of Law and Faculty of Nursing. Reports are expected from Faculty of Medicines (Except 5 departments), Faculty of Engineering and Technology, Faculty of Science, Faculty of Arts and Social Science, Faculty of Journalism and Mass communication, Faculty of Management and Commerce, Faculty of Pharmacy and Faculty of Education.

- f) **Creation of Citation, h-index, i-10 index through Google Scholar for Faculty of Medicine:** Speaking on the point, Dr. Vijay Bhatnagar, Pro V.C informed that, Dr. Vivek Agwan - NAAC Steering Committee Coordinator of Faculty of Medicine Science is coordinating the Google Scholar creation task for all Para-clinical departments of Faculty of Medicine. He has already completed training session in each department and trained one faculty member of each department to coordinate the task for all faculty members of his/her department. Similarly, Dr. Kannan Sridharan: Assistant Professor, Department of Pharmacology, coordinating the Google Scholar creation task for all clinical departments. He has completed training session in each department and trained one faculty of each department to coordinate task for all faculty members of his/her department. It is expected that the task will be completed within a fortnight.
- g) **Preparation of Course Plan/Outline:** In order to enhance quality in Academics, a NAAC approved Course Outline format was presented by Director-Accreditation. Speaking on the concept, Honorable Vice-Chancellor advised all to implement the outline from the next Academic Session and instructed Dr. D.K. Giri, to organize comprehensive training session in this regard.
- h) **Publication of a Multi Disciplinary E-Research Journal:** Speaking on the proposal, floored by Director-Accreditation, Honorable Vice-Chancellor said that, the impact factor of Multi Disciplinary Research journals is comparatively more than journals publishing articles from a single discipline. This is because; articles of these journals are the application / innovation of a discipline on the other related disciplines, therefore, open scope for research in many innovative ways through unique research paradigms and designs. For instance, he added, if the theory of demand and supply of pure Economics is applied in Higher Education, that adds immense

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value to the issues related to emerging recession in higher education.

National Knowledge Commission (NKC) is also giving emphasis on multidisciplinary collaborative research. Honorable President and Pro Vice-Chancellor also kept their worthy opinion in the discussion. Applauding the Good Governance of the SVSU Management in establishing Quality Assurance system in both passion and spirit, Honorable Vice-Chancellor advised all members to take proactive measures in this regard.

- i) **Brand building and USP development exercise:** Replying a query of Mr. P.K. Bhatnagar, Director-Faculty of Management and Commerce, that whether SVSU can get their own brand E.Mail ID, i.e, @subhati.org instead of any other private search-based webmail service, Dr. Shalya Raj, Honorable President told that the proposal is well taken and may be executed in near future.

1.7. Report from Faculties:

The monthly report, covering Research Publication, Guest Lectures, Major extension activities, Participation of Faculty Members in Academic events, Achievements of faculty and students etc was present by Principals/Deans/Directors. All members actively participated in the discussion.

- **Brand Building Activities/ Faculty in Media:**

All activities conducted by various Faculties are ideally placed on Media.

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

Dr. D.K. Giri attended an international conference at Taipei Medical University, Taipei, Taiwan during 11-13 Nov. 2014

1.8. Programme organized by the University:

Inauguration of Maangalya convention center by Sri Sri Ravishankar was organized by the University on 01.12.2014

1.9. Progress report from Examination Cell, Admission Cell, Directorate of Distance Education, ERP and Training and Placement Cell:

The reports were presented by the concerned officers of the department.



Dr. D.K. Giri
Director, IQAC