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Date: 15th April, 2022

Minutes of 2nd IQAC Meeting dated (11/04/2023) for A.Y. 2022-2023

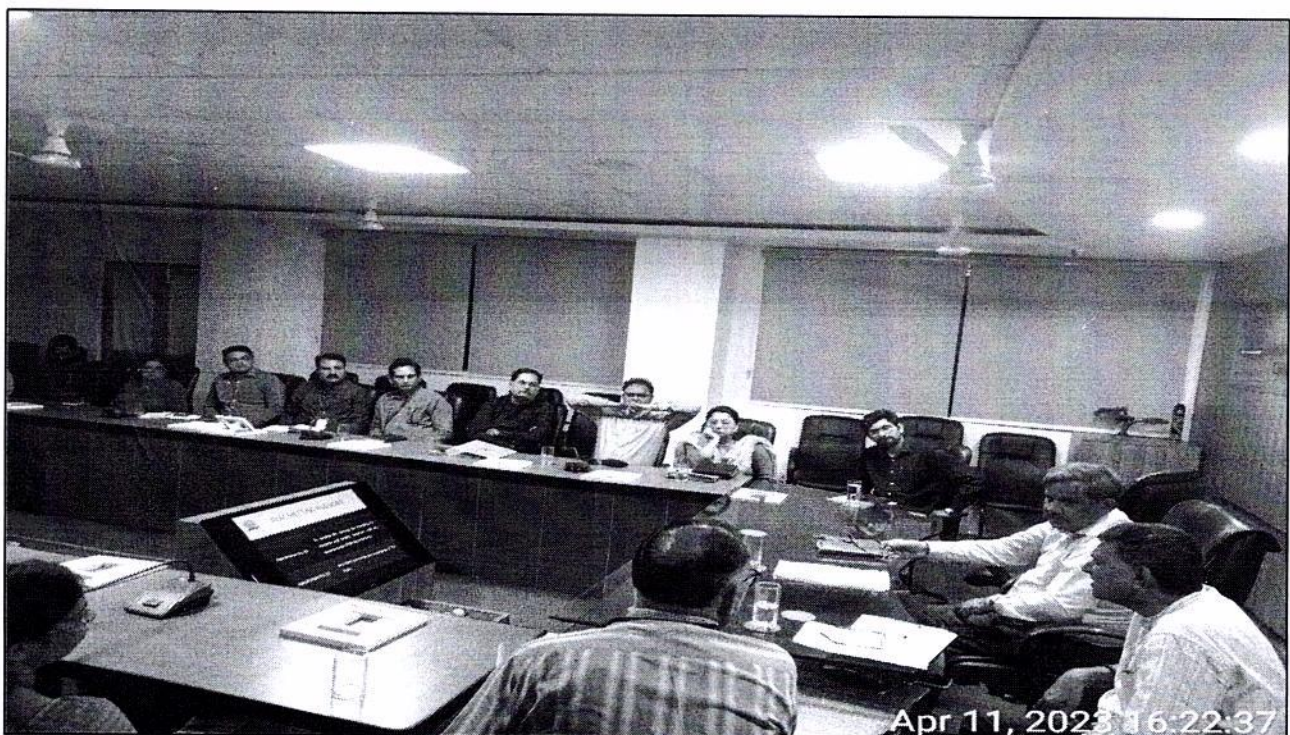
The 2nd meeting of IQAC for A.Y. 2022-2023 was held on 11th April, 2023 (Monday) at 10:00 AM in the Hon'ble Vice Chancellor's Conference Hall, Swami Vivekanand Subharti University, Meerut.

The meeting was attended by the following members of IQAC.

1.	Maj. Gen. (Dr.) G.K. Thapliyal, Vice Chancellor, SVSU, Meerut-IQAC Chairman
2.	Dr. Shalya Raj, Chief Executive Officer, SVSU, Meerut-Management Representative
3.	Dr. Abhay M. Shankaregowda, Pro-Vice Chancellor, SVSU, Meerut-Senior Administrative Office
4.	Dr. D.K. Saxena, Registrar, SVSU, Meerut- Senior Administrative Office
5.	Dr. Poonam Kaushik, Controller of Examination, SVSU, Meerut-Senior Administrative Office
6.	Dr. Madhukar Seshadri, (Former NAAC Advisor, Bangalore)-External Expert
7.	Dr. Neetu Panwar, Director – IQAC, SVSU, Meerut
8.	Mr. Rajesh Mishra, Chartered Accountant- Nominee from Stakeholders
9.	Dr. Nikhil Srivastava, Dean & Principal, Faculty of Dental Sciences, SVSU, Meerut-Member
10.	Dr. Geeta Parwanda, Dean & Principal, Faculty of Nursing, SVSU, Meerut-Member
11.	Dr. Satyam Khare, Prof. & Head, Department of Anatomy, Faculty of Medicine, SVSU, Meerut-Member
12.	Dr. Vaibhav Geol Bhartiya, Dean & Principal, Faculty of Law, SVSU, Meerut-Member
13.	Dr. Manoj Kapil, Dean & Principal, Faculty of Engineering and Technology, SVSU, Meerut-Member
14.	Dr. R.K. Ghai, Dean, Faculty of Management and Commerce, SVSU, Meerut-Member
15.	Dr. Anoj Raj, HOD, Department of Education, Faculty of Education, SVSU, Meerut-Member
16.	Dr. Lubhan Singh, Associate Professor, Faculty of Pharmacy, SVSU, Meerut-Member
17.	Dr. Amit Kumar, Assistant Professor, Faculty of Science, SVSU, Meerut-Member
18.	Dr. Vandana Tomar, Assistant Professor, Faculty of Fine Arts, SVSU, Meerut-Member
19.	Dr. Apoorva Mowar, Professor, SDC, Nominee from Alumni
20.	Dr. Preety, Assistant Professor, SCMC, Nominee from Alumni
21.	Dr. Sandeep Kumar, Dean & Principal, Faculty of Education, SVSU, Meerut-Special Invitee



22.	Dr. Sokindra Kumar, Principal, Faculty of Pharmacy, SVSU, Meerut-Special Invitee
23.	Dr. Jasmine Anandabai, Principal, Faculty of Physiotherapy and Allied Health Sciences-Special Invitee
24.	Dr. Mahavir Singh, Dean, Faculty of Science, SVSU, Meerut-Special Invitee
25.	Dr. Subhash Chandra Thaledi, HOD, Faculty of Journalism and Mass Communication, SVSU, Meerut-Special Invitee
26.	Dr. Pintu Mishra, Dean, Faculty of Fine Arts, SVSU, Meerut-Special Invitee
27.	Dr. Sudhir Tyagi, Head, Department of Library Science and Information Technology, SVSU, Meerut-Special Invitee
28.	Dr. Nishma Singh, Head, Department of Home Science, SVSU, Meerut-Special Invitee
29.	Dr. Champalal, Head, School of Buddhist Studies, SVSU, Meerut-Special Invitee
30.	Dr. Umesh Singh, Head, Paramedical Sciences, Faculty of Medicine, SVSU, Meerut-Special Invitee
31.	Dr. Vijay Wadhwan, Director-Research, SVSU, Meerut-Special Invitee
32.	Dr. Sarika Abhay, Convener, Gender Sensitization Committee-Special Invitee
33.	Mr. Amit Kumar, Director-Training & Placement Cell-Special Invitee
34.	Mr. Vivek Tiwari, CTO, IT Department, SVSU, Meerut-Special Invitee





IQAC members during IQAC meeting dated 11th April 2023

Maj. Gen. (Dr.) G.K. Thapliyal, Vice Chancellor and Chairman of the IQAC extended a warm welcome to all the IQAC members and special invitees and the following agendas were discussed in detail:

Agenda: 1	To confirm the previous IQAC minutes of meeting dated 26/09/2022.
Agenda	The IQAC Minutes of Meeting dated 26/09/2022 were circulated to all the respective IQAC members via mail on 08/10/2022.
Discussion and Resolution	No suggestions were received regarding the minutes of meeting. Noted by all the Members.
Agenda: 2	To confirm the Action Taken Report on the previous IQAC meeting dated 26/09/2022
Agenda	IQAC has sent the ATR of previous IQAC meeting dated 26/09/2022 was sent via mail on 06/04/2023 to all the members of IQAC.
Discussion and Resolution	<p>During the meeting, Agendas of the previous meeting where action had not been taken, again were taken into consideration by the chairman of the house for further directions:</p> <p>Agenda 13: Stimulate the faculty members to publish research papers and books/chapters in reputed databases like SCOPUS, Web of Science, PubMed, UGC Care etc.</p> <ul style="list-style-type: none"> ➤ <u>The Chairman of the House directed Dr. Mukul Kumar, Joint Research Director, CRIC to submit the guidelines for Research paper publication with the potentials of collaborative research papers and the strategy plan to enhance the no. of research papers and also submit the information regarding University Scopus data for last 14 years.</u> <p>Agenda 18: Ensure the effective implementation of Strategic Plan (2020-2025).</p> <ul style="list-style-type: none"> ➤ <u>The Chairman of the House directed Director, IQAC to share the Action Plan with Registrar to prepare the Action Taken Report related to the implementation of strategic plan in A.Y. 2022-2023 and recommended to submit it in the month of July, 2023.</u>

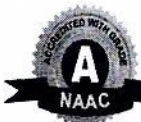
	<p>Agenda 24: Requirement of an experienced Scientific writer and statistician (Research Public Officer) who helps in writing, editing and analysis of the research outcomes.</p> <ul style="list-style-type: none"> ➤ <u>Dr. Madhukar Seshadri, Former Adviser NAAC, Bangalore and external Expert of IQAC Committee suggested to create an online panel of experts for the improvement of the Research Paper quality.</u> ➤ <u>The Chairman of the House mentioned that Director Research will prepare the list of panelist who could contribute in all the research related work and suggestion for the establishment of a functional Publication Cell in the University which will function to ensure check the quality and content and statistical observations as per the author guidelines of the Journals.</u> <p>Agenda 29: Review the revision in UG, PG and Ph.D. programme structure as per NEP guidelines.</p> <ul style="list-style-type: none"> ➤ <u>The Chairman of the House directed the NEP Task Force to submit the detailed NEP Implementation Report to Registrar office.</u>
Agenda: 3	To reconstitute the IQAC committee with the inclusion of Criteria Coordinator and other members.
Discussion	Director IQAC informed the House that the IQAC Committee needs to be reconstituted as many members are not attending the IQAC meeting regularly.
Resolution	The Chairman of the House directed to Director, IQAC to prepare the list of IQAC Committee members who are not regular in meeting for the possible action.
Agenda: 4	To report about the participation in NIRF- 2023 and MDRA Ranking 2022-2023.
Discussion	The House was informed that the data for NIRF 2023 has been successfully submitted under University, Medical, Dental and Pharmacy disciplines. The House was also informed that IQAC has also successfully uploaded the data for MDRA 2023 ranking.
Resolution	The Chairman of the House suggested that other colleges which can apply for NIRF must prepare the strategies to apply for NIRF 2024. He also mentioned that this year University may get NIRF rank in any of the applied disciplines and also an improved ranking in MDRA 2023.
Agenda: 5	To report about the AISHE data submission for A.Y. 2021-2022
Discussion	The House was informed that AISHE data for the A.Y. 2021-2022 has been successfully submitted on 31 st January, 2023.
Resolution	Noted by all the members.
Agenda: 6	To appraise the preparedness for the AQAR data submission of A.Y. 2021-2022
Discussion	Director IQAC informed the House the AQAR Data has been collected and compiled for A. Y. 2021-2022 and the last date of data submission on NAAC portal has been extended till 31 st May, 2023.
Resolution	The Chairman of the House directed to Director IQAC that AQAR report must be approved by Academic Council before final uploading on NAAC Portal.
Agenda: 7	To discuss about the committee formation to conduct Academic and Administrative Audit for A.Y. 2022-2023.



Discussion	The House was informed that the AAA report of the University for A.Y. 2021-2022 has been prepared based on the AQAR data received from all the respective colleges. The gap analysis was done at the end of IQAC Criteria coordinators and has been mentioned in remark for the necessary recommendation of AAA Committee Members.
Resolution	Dr. Madhukar Seshadri, Former Adviser NAAC, Bangalore and external Expert of IQAC suggested to maintain the last 3 years performance record of all colleges for further gap analysis. The Chairman of the House recommended to the IQAC for assessing performance of all the colleges on quarterly basis so the recognition to the best performing Colleges and strategies could be developed for poor performing Colleges accordingly. He also suggested that a committee consisting Internal and External experts would be constituted to review the performance of the colleges and recommendation as well.
Agenda: 8	To appraise the University SWOC report submitted by University SWOC Committee.
Discussion	The House was informed that the University SWOC committee has submitted the report of the University for A.Y. 2021-2022. It was prepared based on the AQAR data received from all the respective colleges.
Resolution	The Chairman of the House recommended to Director, IQAC to revise the SWOC under his directives to get the key areas for action taken.
Agenda: 9	To review the functioning of IQAC units named as Quality Enhancement Working Committee (QEWC) constituted at each college level.
Discussion	The House was informed that each constituent college of the University has constituted Quality Enhancement Working Committee (QEWC) which is feeder working body of University IQAC. It was noticed that the QEWC of few colleges are therefore not submitting reports and also not conducting regular meetings to discuss on various aspects of quality assurance.
Resolution	The Chairman of the House recommended to all the HsOI to review the functioning of QEWC and ensure the conduction of meeting taking up the quality assurance aspects for continuous improvement.
Agenda: 10	To discuss the proposal for preparation of activities calendar of QEWC in alignment of IQAC for A.Y. 2023-2024.
Discussion	IQAC has presented a draft of activities calendar which could be prepared by QEWC at college level during the initiation of new academic year aligning with of University IQAC activities.
Resolution	Dr. Shalya Raj, Chief Executive Officer and Management Representative of IQAC Committee suggested that Mr. Vivek Tiwari, CTO, IT department, can provide an online solution to prepare the activities calendar of QEWC through which the implementation of planned activities could be monitored easily. The Chairman of the House approved the same and asked Director IQAC and CTO to develop the platform as per the suggestion.
Agenda: 11	To appraise the gaps identified in the existing mechanism of Mentoring, Slow Performers and Advanced Learners, Value Added Courses and Course Work File.
Discussion	Director IQAC inform the House that the process of document verification was initiated and the files related to Mentoring, Slow Performers and Advanced Learners, Value Added Courses and Course Work File have been collected and checked for all the constituent colleges. She added that all the respective files were not properly prepared except 1-2 colleges and major gaps



	have been identified while compilation of the related data and arrangement of documents in files. She also mentioned that only few colleges are adhering the given timeline for the submission of information requested by IQAC whereas other colleges are not sending the details on time which results the delay in compilation of data for further approval.
Resolution	The Chairman of the House directed to all the HsOI to submit the Data files on time whenever asked by IQAC and also suggested to correct all the concerned file taking reference from the identified gaps.
Agenda: 12	To appraise the practice of collecting feedback on classroom teaching and feedback on curriculum.
Discussion	Director IQAC inform the House that the process of collecting feedback on classroom teaching and feedback on curriculum is in progress for A.Y. 2022-2023. Feedback forms are available on University website to take the online feedback. She also mentioned that the classroom teaching feedback mechanism is not being collected properly at college end which must be taken correctly to analyse the gaps in teaching learning process and effective delivery of curriculum.
Resolution	The Chairman of the House recommended to all the HsOI that the online available feedback forms must be timely collected as per the given SOP for the further analysis to prepare action plan accordingly.
Agenda: 13	To inform about the different nomenclature of institution used by faculty members while submitting their research publications and books/chapters.
Discussion	The House was informed that faculty members are publishing research papers with the different nomenclature of the University name. Thus, the actual numbers of papers published in Scopus, PubMed, UGC CARE and Web of Science are not been recorded correctly and resulting a drop in University H-index value.
Resolution	The Chairman of the House directed to all HsOI and HsOD to ensure that all faculty members must publish their research publications and books/chapters using only one nomenclature of the University i.e. Swami Vivekanand Subharti University, Meerut.
Agenda: 14	To review the status of seed money projects approved for A.Y. 2022-2023.
Discussion	Dr. Mukul Kumar, Joint Director Research informed the House that in A.Y. 2022-2023, 112 projects have been sanctioned for seed money grant. Finance officer informed the House about low seed money grant as comparison of previous year.
Resolution	Noted by all the members and Chairman of the House asked Dr. Mukul Kumar, Joint Director research to discuss this agenda separately with him.
Agenda: 15	To discuss the initiation of idea competition at regular interval inviting the students from all the disciplines.
Discussion	During the meeting it was discussed that students have lots of innovative and creative ideas in their mind and need a platform to present and work on their ideas therefore university can initiate to organize idea competitions regularly to bring all novel ideas at one platform.
Resolution	The Chairman of the House directed to Dr. Mukul Kumar, Joint Director Research to prepare an Idea Competition Schedule and submit it for further approval. He also suggested that as per the final schedule regular ideas competition would be organized for the students of all the disciplines under the R&D Cell. The selected ideas would be forwarded to innovation cell to identify the potential with respect to startup and IPR.



Agenda: 16	To discuss about the financial support to the faculty members for attending Conference/Workshop and membership for professional bodies.
Discussion	The House was informed that the percentage of the faculty members provided with financial support to attend Conference/Workshop and getting membership for professional bodies is very low. It was also mentioned that all the faculty members are attending online and offline programmes for which they are paying themselves and not claiming for reimbursement to avoid all approval processes.
Resolution	The Chairman of the House recommended that all the faculty members must claim for the reimbursement of total amount (either it is minimum in value) which they have spent for attending National and International Conference/Workshop/FDP. The faculty member must ensure the approval from the respective authority in prior and also can take academic leave for attending the program. He also directed that for attending conference, the reimbursement would be done to the faculty members who will present the paper in the conference and for workshop the hours of engagement must be defined. He added that the faculty member who will be benefited from the program should share his/her learning experience with rest of the faculty members through training/ workshop/session. Moreover, he mentioned that in case of professional body membership, the faculty members can only be reimbursed for yearly renewal membership however the Lifetime membership would not be considered for reimbursement.
Agenda: 17	To discuss the adoption of new best practice named as "Sharing of Experiential Learning to Enhance the Capability of Teachers" (SELECT)
Discussion	The Chairman of the House announced the newly identified best practice named as "Sharing of Experiential Learning to Enhance the Capability of Teachers" (SELECT) during the meeting.
Resolution	The Chairman of the House recommended that the faculty member who will be benefited from any of the attended program should share his/her learning experience with rest of the faculty members through training/ workshop/session and all the record must be maintained by the respective Colleges which could be provided whenever required by the concerned offices.
Agenda: 18	To review the UGC and NEP guidelines for Admission and Supernumerary seats of National and International Students in Undergraduate and Postgraduate Programmes to enhancement the competitiveness.
Discussion	The agenda was discussed to give a brief about the guidelines of UGC and NEP, for Admission and Supernumerary seats of National and International Students in Undergraduate and Postgraduate Programmes to enhance the competitiveness.
Resolution	Noted by all the members.
Agenda: 19	To discuss the establishment of IDEA (Idea Development, Evaluation & Application) Labs characterized by intense industry-academia interaction under the institution and Virtual Lab under NMEICT an initiative of MOE in Faculty of Engineering and Technology and Faculty of Science.
Discussion	The house was informed about the guidelines for the establishment of IDEA (Idea Development, Evaluation & Application) Labs characterized by intense industry-academia interaction under the institution and Virtual Lab under NMEICT an initiative of MOE in Faculty of Engineering and





	<p>Technology and Faculty of Science.</p> <p>Prof. (Dr.) Manoj Kapil, Dean, Faculty of Engineering and Technology mentioned that they have already established Virtual lab in their college and being utilized effectively.</p> <p>Director, IQAC mentioned that information regarding the establishment and functioning of Virtual lab is not available with IQAC.</p>
Resolution	<p>The Chairman IQAC directed Prof. (Dr.) Manoj Kapil, Dean, Faculty of Engineering and Technology to submit the details related to Virtual lab to the Registrar so that it could be provided to IQAC.</p> <p>He also recommended that Faculty of Engineering and Technology, Faculty of Science, Faculty of Pharmacy and Faculty of Management and Commerce must go through the guidelines to establish the IDEA Lab and submit the proposal for his consideration.</p>
Agenda: 20	To appraise the proposal of developing Subharti Learning Platform for the preparation of Competitive Examinations.
Discussion	<p>Director IQAC submitted a draft proposal for the development of online Subharti Learning Platform for the preparation of Competitive Examinations.</p> <p>The Chairman of the House informed all the members that there is emerging need to establish such system where students can prepare for the competitive examinations with the recorded lectures and resource material anytime and anywhere.</p> <p>He also added that such platforms will provide them the opportunities to explore new possibilities for career advancement at early stage of learning and could be guided accordingly.</p>
Resolution	The Chairman of the House recommended that more inputs must be collected from HsOI regarding the different competitive examinations aligned to their disciplines so that the information content could be arranged and prepared for the Competitive Examination Platform accordingly by the IT department under the guidance of Mr. Vivek Tiwari, CTO in association with IQAC.
Agenda: 21	To review and organize the FDP/ Workshop/ training/ Seminar/ Orientation Programs/ Refresher Programs on quality issues in association with IQAC
Discussion	The house was informed that most of the colleges are not being associated with IQAC while organizing FDP/ Workshop/ training/ Seminar/ Orientation Programs/ Refresher Programs on quality issues.
Resolution	<p>The Chairman of the House recommended that IQAC must not be involved in every activity but quality issues related programs must be organized in association so that IQAC can ensure the quality delivery of program as per the expected outcomes.</p> <p>Dr. Madhukar Seshadri, Former Adviser NAAC, Bangalore and external Expert of IQAC Committee suggested that Colleges must invite IQAC in every activity so the needed improvement could be suggested with reference to the quality assurance.</p>
Agenda: 22	To discuss the challenges face by Ph.D. scholars in submission of Ph.D. within minimum stipulated time.
Discussion	It was informed to the House that many Ph.D. Scholars are facing challenges having their DRC and RDC on time resulting in delay for the submission of Ph.D. within minimum stipulated time.
Resolution	The Chairman of the House mentioned that effectively implementation of the new Ph.D. guideline from this A.Y. 2023-2024, according to this course work should be completed within



	the 6 months of admission and the DRC and RDC should be done within one year the admission respectively.
Agenda: 23	To develop the strategy for engaging the students and faculty members with the maximum use of library resources.
Discussion	It was informed to the House that the footfall of the students and Faculty members in the central as well as departmental libraries is below expectations.
Resolution	<p>The Chairman of the House recommended to Prof. (Dr.) Sudhir Tyagi, Librarian to prepare a list for resources and availability of Books and Journals for Staff and Students in the library. He also recommended to all HsOI to encourage students, scholars and faculty members to make a visit library every day for the usage of available study resources.</p> <p>Dr. Madhukar Sir, Former NAAC Advisor, advised to digitalize the library website interlinking with different platforms available free of cost. He also added that a library person must be deputed for the timely updation of all the information on library website as well as to monitor the use rate as well. In addition to this, he suggested that the faculty members, scholars and students could be given open access to use the library subscribed resources which are available online and also an orientation Program could be organized in every 6 months for the students to upgrade them on how to access the library resources (Offline as well as Online).</p> <p>Dr Nikhil Srivastava, Dean, Faculty of Dental Sciences quoted an example from Karnavati University, Gujarat where RF Card System is being used to avoid any hassle free situation.</p>
Agenda: 24	Any other point with the permission of the Chair.
Resolution	No other point was discussed with permission to the chair.

The meeting was ended with Vote of thanks to the Chair.


Dr. Neetu Panwar
Director, IQAC


Maj Gen (Dr.) G. K. Thapliyal
Chairman, IQAC