

Ref. No.: SVSU/2024/IQAC/68

Date: 14/08/2024

## Minutes of IQAC Meeting held on August 10, 2024

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 10 August 2024 at 11:00 AM onwards in the University Conference Hall.

The following members were present in the meeting:

S. No.	Name	Designation
1.	<b>Maj. Gen. (Dr.) G. K. Thapliyal</b> (Chairman)	The Vice-Chancellor
2.	<b>Prof. (Dr.) Shalya Raj</b> (Member of Management)	Chief Executive Officer
3.	<b>Prof. (Dr.) Abhay M. Shankaregowda</b> (Member, Rep. of Administration)	Principal, Faculty of AYUSH
4.	<b>Mrs. Poonam Kaushik</b> (Member, Rep. of Administration)	Controller of Examination
5.	<b>Prof. (Dr.) A. P. Garg</b>	Dean - Academics & Director Research (Applied Sciences)
6.	<b>Prof. (Dr.) Vaibhav Goel Bhartiya</b> (Member, Rep. of Faculty of LAW)	Dean & Principal, Faculty of Law
7.	<b>Dr. Surabhi Gupta</b> (Member, Rep. of Faculty of Medicine)	Professor
8.	<b>Dr. Ruchi Tyagi</b> (Member, Rep. of Faculty of Medicine)	Professor
9.	<b>Dr. Padma Misra</b> (Member, Rep. of Faculty of Management & Commerce)	Professor
10.	<b>Dr. Sanchit Pradhan</b> (Member, Rep. of Faculty of Dental Sciences)	Associate Professor
11.	<b>Dr. Seema Sharma</b> (Member, Rep. of Faculty of Arts & Social Sciences)	Associate Professor
12.	<b>Dr. Indraneel Bose</b> (Member, Rep. of College of Hotel Management)	Associate Professor
13.	<b>(CA) Mrs. Swati Goel</b> (Member from Finance)	Finance Officer
14.	<b>Dr. B. S. Madhukar</b> (External Expert)	Formerly – Adviser (NAAC)
15.	<b>Prof. (Dr.) Y.K. Gupta</b> (External Expert)	President, AIIMS, Bhopal & Jammu
16.	<b>Prof. (Dr.) Y. Vimala</b> (External Expert)	(Retd.) Professor and Pro-Vice Chancellor, CCS University, Meerut
17.	<b>Dr. Vartika Mathur</b> (External Expert)	Professor, Dept. of Zoology, Sri Venkateshwara College, University of Delhi
18.	<b>Prof. (Dr.) Kapil Kumar</b>	Director – IQAC
19.	<b>Dr. Preeti Sharma</b> (NAAC Coordinator)	Professor, Faculty of Dental Sciences
20.	<b>Dr. Rakhi Kumari Jha</b> (Nominee from Alumni)	Assistant Professor, Faculty of Management & Commerce
21.	<b>Ms. Palak Tyagi</b> (Student Representative)	Student – BALLB (2022-23), Subharti Institute of Law



22.	<b>Prof. (Dr.) Nikhil Srivastava</b>	Dean, Faculty of Dental Sciences
23.	<b>Prof. (Dr.) Geeta Parwanda</b>	Dean, Faculty of Nursing
24.	<b>Prof. (Dr.) Jasmine Anandabai</b>	Dean, Faculty of Physiotherapy and Allied Health Science
25.	<b>Prof. (Dr.) Sokindra Kumar</b>	Dean, Faculty of Pharmacy
26.	<b>Prof. (Dr.) R. K. Ghai</b>	Dean, Faculty of Management & Commerce
27.	<b>Prof. (Dr.) Renu Mavi</b>	Officiating Dean, Faculty of Science
28.	<b>Prof. (Dr.) Shiv Mohan Verma</b>	HOI, Faculty of Management & Commerce (College of Hotel Management)
29.	<b>Prof. (Dr.) Manoj Kapil</b>	Dean & Principal, Faculty of Engineering and Technology
30.	<b>Prof. (Dr.) Sandeep Kumar</b>	Dean, Faculty of Education
31.	<b>Prof. (Dr.) Anoj Raj</b>	Head, Faculty of Education (Dept. of Physical Education)
32.	<b>Prof. (Dr.) Pintu Mishra</b>	Dean, Faculty of Fine Arts
33.	<b>Prof. (Dr.) Sudhir Tyagi</b>	Dean, Faculty of Arts & Social Sciences (Dept. of Library & Information Science)
34.	<b>Prof. (Dr.) S.C. Thaledi</b>	HOD, Faculty of Arts & Social Sciences (Dept. of Journalism & Mass Communication)
35.	<b>Dr. Javed Khan</b>	Associate Professor, Faculty of Arts & Social Sciences (Dept. of Library & Information Science)
36.	<b>Dr. Nishma Singh</b>	Associate Professor, Faculty of Arts & Social Sciences (Dept. of Home Science)
37.	<b>Dr. Surabhi Gupta</b>	Professor, Faculty of Medicine
38.	<b>Mrs. Khushboo Rani</b>	Assistant Professor, Faculty of Nursing
39.	<b>Dr. Nair Dhiren Ajit</b>	Assistant Professor, Faculty of AYUSH
40.	<b>Dr. Danish Nouman</b>	Assistant Professor, Faculty of Physiotherapy & Allied Health Sciences
41.	<b>Dr. Rupesh Kumar Pandey</b>	Associate Professor, Faculty of Pharmacy
42.	<b>Dr. Nikhil Rathi</b>	Associate Professor, Faculty of Engineering & Technology
43.	<b>Mr. Vikas Sharma</b>	Assistant Professor, College of Hotel Management
44.	<b>Dr. Amit Kumar</b>	Associate Professor, Faculty of Science
45.	<b>Mr. Ankit Kumar Goel</b>	Associate Professor, Faculty of Science
46.	<b>Dr. Bhuvnesh Kumari</b>	Associate Professor, Faculty of Education
47.	<b>Dr. Deepak Raghav</b>	Assistant Professor, Department of Physical Education
48.	<b>Dr. Sonal Bhardwaj</b>	Associate Professor, Faculty of Fine Arts
49.	<b>Dr. Preeti Singh</b>	Assistant Professor, Department of Journalism & Mass Communication
50.	<b>Dr. Shalu Nehra</b>	Assistant Professor, Department of Home Science
51.	<b>Dr. Neha Verma</b>	Associate Professor, Department of Liberal Arts and Humanities
52.	<b>Mr. Vivek Tiwari</b>	CTO, IT Department





53.	<b>Mr. Amit Kumar Verma</b>	Director, T&P Dept.
54.	<b>Mr. Shammi Saxena</b>	Director, Admission Cell
55.	<b>Dr. Anshu Kumar Singh</b>	NAAC Coordinator, Dept. of Paramedical Sciences
56.	<b>Dr. Mumtaz Shekh</b>	Assistant Professor, Faculty of Education
57.	<b>Dr. Manju Adhikari</b>	Assistant Professor, Department of Physical Education, Officiating HOD of Department
58.	<b>Dr. Sumit Goel</b>	President, Alumni
59.	<b>Mr. Anindya Bhanja</b>	Director, ISGR
60.	<b>Dr. Sarika</b>	Assistant Professor, Co-ordinator UGS Faculty of Management
61.	<b>Dr. Sanjive Tyagi</b>	Associate Professor, CSE Department of SITE
62.	<b>Ms. Zaibul Nisha</b>	Assistant Accountant (Accounts)
63.	<b>Prof. (Dr.) Bhawna Grover</b>	Chairperson, Cultural Committee
64.	<b>Prof. (Dr.) Pankaj Kishor Mishra</b>	HOD, Paramedical Science
65.	<b>Prof. (Dr.) Himanshu Aggarwal</b>	Assistant Professor ECE, SPC
66.	<b>Maryam Khan</b>	Marketing Executive

**\*The following members could not attend the meeting:**

1. Dr. Himanshu Haren, Pro Vice-Chancellor
2. Gp Capt M Yakoob (Retd.), Registrar, (Member, Rep. of Administration)
3. Mr. Syed Zafar Hussain, Registrar (O&O), (Member, Rep. of Administration)
4. Dr. Rohit Ravinder (Nominee from Employer / Stakeholders), Director – Lokpriya Hospital
5. Mr. Rajesh Mishra (Nominee from Employer / Stakeholders), Chartered Accountant
6. Mr. Sunil Gupta (Nominee from Employer / Stakeholders), Principal Director, MSME, TDC PPDC, Meerut
7. Dr. Lubhan Singh, Additional Director, R&D Cell
8. Dr. Mukesh Ruhela, Head of Environment Committee
9. Prof. (Dr.) Satyam Khare, Head, Faculty of Medicine
10. Mr. Subhash Chandra Tiwari, Principal, Subharti Polytechnic College
11. Dr. Champalal Mandrele, Assistant Professor, School of Buddhist Studies
12. Dr. Abhishek Singhal, Associate Professor, NAAC Coordinator, Faculty of Medicine
13. Dr. Seema Negi, Research Officer, NAAC Coordinator, Faculty of Medicine
14. Dr. Manoj Kumar Tripathi, Associate Professor, Department of Liberal Arts and Humanities
15. Dr. Vivek Kumar, Assistant Professor, School of Buddhist Studies
16. Dr. Enakshi Yadav (Student Representative), JR, Subharti Dental College
17. Dr. Sumit Goel, Professor, President Alumni Trust
18. Dr. Bhawna Grover, Professor, Faculty of Fine Arts
19. Mr. Heero Hito, School of Buddhist Studies
20. Addl. Director (Purchase)/Addl. Registrar (Teaching)/ Deputy Registrar (Teaching)/Deputy Registrar, Personnel Department
21. Dr. Vivek Shakya Assistant Professor, School of Buddhist Studies
22. Dr. Pradeep Raghav, Dean Student Welfare





The photographs taken during the meeting are displayed below:





The following agenda were discussed in the meeting:

<b>Agenda: 1</b>	<b>To confirm the Minutes of the previous IQAC meeting held on 27 December 2023.</b>
<b>Discussion</b>	The Director - IQAC informed the House that the minutes from the previous IQAC meeting, held on December 27, 2023, had been circulated to all concerned via email on January 2, 2024 (Annexure 1- Copy of email dated 02-01-2024).
<b>Resolution</b>	All members present at the meeting duly acknowledged this.
<b>Agenda: 2</b>	<b>To confirm the Action Taken Report (ATR) on the previous IQAC Meeting held on 27 December 2023.</b>
<b>Discussion</b>	<p>The Director - IQAC informed the House that the Action Taken Report (ATR) from the previous IQAC meeting on December 27, 2023, had been circulated to all concerned faculty/colleges/departments via email. Upon reviewing the ATR, it was noted that certain agenda items remain unaddressed.</p> <p><b><u>Agenda 2(b) of December 27, 2023, and Agenda 15 of April 11, 2023 IQAC Meeting:</u></b></p> <p><b>Action Required:</b> Discussion on initiating an idea competition at regular intervals, inviting students from all disciplines. Dr. Mukul (Joint Director-Research) was tasked with preparing and submitting an Idea Competition Schedule for approval.</p> <p><b>Dr. Vartika Mathur (External Expert)</b> proposed an annual innovation competition similar to her university's model, where students showcase ideas, funded by the university, culminating in a festival with awards. She suggested organizing smaller-scale innovation events throughout the year at each college and R&amp;D cell, culminating in a larger event, tentatively named "Idea Fest," to foster collaboration and showcase a diverse range of ideas.</p> <p><b>Prof. Dr. Y. Vimla (External Expert)</b> emphasized the importance of hackathons and ideathons to encourage student creativity. She proposed maintaining a gallery for displaying student ideas and involving mentors to guide participants. She also suggested establishing an Idea Innovative Cell (IIC) within the university to support these initiatives.</p> <p><b>Prof. Dr. Y.K. Gupta (External Expert)</b> highlighted the need to cultivate critical thinking continuously. He recommended implementing an "Idea Jar" or "Idea Box" for ongoing engagement and focusing on generating solutions for real-world problems. He suggested structured brainstorming sessions to refine and present top ideas for further development and funding from institutions like ICMR, DST, and DBT. Recognizing top ideas with awards could also be considered.</p> <p><b>Dr. B. S. Madhukar (External Expert)</b> noted that the initial phase of implementation should focus on departmental-level engagement rather than a central program.</p>
<b>Resolution</b>	<p>The Chairman of the committee instructed the Director - Research to organize idea competitions for students. He emphasized that the focus should not only be on hosting the event but also on ensuring that the selected ideas yield meaningful outcomes.</p> <p>Additionally, the Chairman directed all faculty, colleges, and departments to implement an "Idea Jar" or "Idea Box" within their respective areas. This initiative will allow students to submit their ideas at any time by simply placing them in the designated container. The collected ideas will be reviewed regularly for further discussion. This</p>





	<p>strategy aims to foster active participation in idea generation and evaluation across all departments.</p> <p><i>Action By: All Faculties/Colleges/Departments/Director - Research</i></p>
<b>Discussion</b>	<p><b><u>Agenda 9 of December 27, 2023, IQAC Meeting: (Point no. 9 of ATR)</u></b> To conduct the audit of question papers and submit audit reports to the Examination Cell of each Faculty/College. It was reported by the Director - IQAC that only a few faculties/colleges have submitted their question paper audit reports to the IQAC. <b>Prof. Dr. Abhay M. Shankaregowda</b>, Principal of the Faculty of AYUSH, recommended that the "Audit Form for Internal Examination Question Papers" be clearly specified on the audit form. <b>Dr. B. S. Madhukar (External Expert)</b> suggested that the question paper audit would benefit from being conducted by an external auditor to ensure impartiality. <b>Prof. Dr. Y.K. Gupta (External Expert)</b> commended the initiative, noting that auditing question papers is a crucial and positive step.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed all deans, directors, and principals to adhere to the guidelines established in the previous meeting concerning the audit of internal examination question papers. He emphasized that this process is a crucial component of maintaining our academic standards.</p> <p><i>Action By: All Faculties/Colleges/Departments</i></p>
<b>Discussion</b>	<p><b><u>Agenda 10 of December 27, 2023, IQAC Meeting: (Point no. 10 of ATR)</u></b> To organize training programs on the latest trends and technologies to overcome industry-academia gaps for Faculty Members and further for students. The Director - IQAC reported that while various training programs aimed at enhancing employability are being held across the university's faculties and colleges, further actions are required. He also proposed a range of additional training programs tailored to the needs of students across different programs within the university.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed all Deans, Directors, and Principals to organize training programs focused on the latest trends and technologies for both faculty members and students, with the aim of bridging the gaps between industry and academia.</p> <p><i>Action By: All Faculties/Colleges/Departments</i></p>
<b>Discussion</b>	<ul style="list-style-type: none"> <li><b><u>Agenda 21 of December 27, 2023, IQAC Meeting: (Point no 21 of ATR)</u></b> To discuss the strategies related to Green Audit, Energy Audit, and Environment Audit. Since Dr. Mukesh Ruhela was unable to attend the meeting to address this agenda item, the Director - IQAC informed the House that the audit had been completed. The auditing company is currently in the process of preparing the audit report and certificate.</li> </ul>
<b>Resolution</b>	<p>The Chairman of the committee instructed the Director - IQAC to obtain the latest progress report from the Head of the Environment Committee of the university.</p> <p><i>Action By: Environment Committee</i></p>
<b>Agenda: 3</b>	<b>To report about the AQAR submission for the A.Y. 2022-23.</b>



<b>Discussion</b>	The Director - IQAC informed the house that the AQAR for 2022-23 was successfully submitted on May 14, 2024 (Annexure 2- Copy of email dated 14-05-2024)
<b>Resolution</b>	All members present at the meeting acknowledged this, and no suggestions were submitted by any member.
<b>Agenda: 4</b>	<b>To confirm the AAA report for the A.Y. 2022-23.</b>
<b>Discussion</b>	The AAA report of the A.Y. 2022-23 was shown by the Director – IQAC. Dr. B. S. Madhukar (External Expert) emphasized the importance of conducting an external audit for the AAA, as external audits are generally regarded as more valuable and impactful compared to internal audits. Additionally, Prof. Dr. Y.K. Gupta (External Expert) recommended using a hybrid approach for the AAA audit, involving 50% internal and 50% external auditors. This would enable internal auditors to assist external auditors, resulting in a more thorough and comprehensive evaluation.
<b>Resolution</b>	The Chairman of the committee instructed that an external audit must be conducted.  <i>Action By: AAA committee of the university</i>
<b>Agenda: 5</b>	<b>To confirm the updated format of the Academic &amp; Administrative Audit (AAA) report to be prepared by each faculty/college of the university for the A.Y. 2023-24.</b>
<b>Discussion</b>	The Director - IQAC informed the House that, with the Hon'ble Vice Chancellor's approval, the format for preparing the AAA report has been revised. This updated format has been distributed to all faculties and colleges for implementation. (Annexure 3- Copy of email)
<b>Resolution</b>	The chairman of the committee instructed all faculties and colleges to use the updated format for preparing their AAA reports for the upcoming academic years.  <i>Action By: All Faculty/Colleges</i>
<b>Agenda: 6</b>	<b>To review the Annual Stakeholder Feedback Analysis Report of the A.Y. 2023-24.</b>
<b>Discussion</b>	The Director - IQAC presented the annual stakeholder feedback report for the Academic Year 2023-24.
<b>Resolution</b>	The Chairman of the committee directed all members to review the questionnaire of the feedback report and asked them to submit their suggestions to the IQAC. It was noted by all the members.  <i>Action by: All Faculty / Colleges/ IQAC</i>
<b>Agenda: 7</b>	<b>To review and identify the Slow Performers and Advanced Learners to support sub-criteria 2.2.1.</b>
<b>Discussion</b>	The Director - IQAC presented sub-criteria 2.2.1 and informed the House about the documents needed to be updated for this sub-criteria. Further, the Director - IQAC updated the House that the same type of report is being submitted by the faculties/colleges for this sub-criterion. Through a detailed document, he also suggested what activities can be conducted for slow performers and advanced learners. Then, Director - IQAC shared the following remarks and proposal as follows: 1. During the verification of AQAR data of A.Y. 2022-23, it has been observed that some faculty/colleges have not prepared scorecards and bar charts for pictorial



	<p>representation of “<b>OUTCOME MEASURES OF THE SPECIAL PROGRAMS FOR SLOW PERFORMERS &amp; ADVANCED LEARNERS</b>”. So, all are requested to include the scorecard and the bar charts for the data of A. Y. 2023-24.</p> <ol style="list-style-type: none"> <li>It is to be proposed that students having a percentage less than 60 may be considered as slow performer and students with percentage greater than 60, may be considered as advanced performers.</li> <li>Additionally, the list of Slow performers and Advanced learners must be prepared for each course separately and should be updated dynamically throughout the semester.</li> </ol>
<b>Resolution</b>	<p>The Chairman of the committee directed all faculties, colleges, and departments that—</p> <ol style="list-style-type: none"> <li>Scorecards and bar charts for pictorial representation of “<b>OUTCOME MEASURES OF THE SPECIAL PROGRAMS FOR SLOW PERFORMERS &amp; ADVANCED LEARNERS</b>” must be prepared.</li> <li>The students having a percentage less than 60 may be considered as slow performers and students with a percentage greater than 60, may be considered as advanced performers.</li> <li>The list of Slow performers and Advanced learners must be prepared for each course separately and should be updated dynamically throughout the semester.</li> </ol> <p>It was noted by all the members present in the meeting.</p> <p style="text-align: right;"><i>Action by: All Faculties/Colleges/Departments</i></p>
<b>Agenda: 8</b>	<b>To conduct activities for each student-centric method aimed at enhancing learning experiences under sub-criteria 2.3.1.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 2.3.1 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>Further, the Director - IQAC informed the house that it is observed that activities are not being conducted for all student-centric methods mentioned in the sub-criteria 2.3.1. He said, the activities for all student-centric methods must be conducted and details must be included in the list to be submitted with AQAR to the IQAC.</p> <p>He suggested that we should start by preparing an academic calendar and outlining the activities for each area.</p> <p>During the discussion, it was observed that the student-centric method of “Patient-centric and Evidence-based learning” is not applicable to non-healthcare institutions. It was suggested by Dr. Vartika Mathur (External Expert) that the faculty/college may write “not applicable” if any method does not pertain to them.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed all faculties and colleges to conduct the activities for every method so that the IQAC can compile their report for this sub-criterion including the details of activities conducted for all student-centric methods. It was noted by all the faculties, colleges, and departments.</p> <p style="text-align: right;"><i>Action by: All Faculties/Colleges/Departments</i></p>
<b>Agenda: 9</b>	<b>To organize training programs focused on simulation-based learning as outlined in sub-criteria 2.3.2.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 2.3.2 and informed the House about the documents needed to be updated for this sub-criteria.</p>





	<p>Director - IQAC proposed that it has been observed that many Faculty and Colleges other than Health Care, have not been conducting training programs utilizing Simulation-Based Learning. He proposed that all faculties and colleges should integrate Simulation-Based Learning activities to meet this sub-criterion.</p> <p>Dr. B. S. Madhukar (External Expert) remarked that simulations can be applied across a wide range of fields, including engineering, nursing, and management. In fact, simulations are beneficial in many areas, including tourism, and it's hard to identify a field where simulations aren't applicable. Even the Supreme Court's live case broadcasts can be seen as a form of simulation, providing a real-time experience like what a simulation aims to achieve. Further, he emphasized that simulations are a crucial teaching and learning methodology and should be recognized as such.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed all faculties and colleges to organize training programs focused on simulation-based learning as outlined in sub-criteria 2.3.2.</p> <p>It was noted by all the faculties, colleges, and departments.</p> <p style="text-align: right;"><i>Action by: All Faculties/Colleges/Departments</i></p>
<b>Agenda: 10</b>	<b>To promote the use of ICT-enabled tools by all university faculty in accordance with sub-criterion 2.3.3.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 2.3.3 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>He proposed that the list of teachers using ICT tools should include the names of every faculty member from the College/Department, ensuring a 100% inclusion rate.</p> <p>During the discussion, the Chief Executive Officer advised all the faculties and colleges that the NAAC Coordinators must collaborate with their Dean, Director, Principal, or HOI when compiling the AQAR data.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed all faculties and colleges to ensure that all teachers utilize ICT-enabled tools to enhance the effectiveness of the teaching and learning process.</p> <p style="text-align: right;"><i>Action by: All Faculties/Colleges/Departments and NAAC Coordinators</i></p>
<b>Agenda: 11</b>	<b>To review the policy on providing incentives to teachers who have received various forms of recognition or awards, as per sub-criterion 3.4.2.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 3.4.2 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>The Director - IQAC proposed the following:</p> <ol style="list-style-type: none"> <li>To support this sub-criteria monetary prize with a certificate must be given so that the same can be reflected on the university website.</li> <li>The list of faculty members (excluding amount) who got increments in the salary in a particular A. Y. must be compiled by the HR Department of the University and the same must be uploaded on the university website.</li> <li>The policy for "The Institution provides incentives for teachers who receive state, national or international recognition/awards" must be considered.</li> </ol> <p>Dr. B. S. Madhukar (External Expert) said when universities issue commendation letters, it's important to display them. This practice is important because each question in the evaluation process requires supporting evidence to substantiate any claims.</p>
<b>Resolution</b>	The committee approved points 1 and 3 of the proposal put forward by the Director - IQAC.



	<i>Action by: HR Department</i>
<b>Agenda: 12</b>	<b>To identify strategies to increase the number of research papers published by faculty in Scopus, Web of Science, PubMed, and UGC-CARE journals, supporting AQAR sub-criteria 3.4.5 and 3.4.6.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 3.4.5 and 3.4.6 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>Prof. Dr. Y.K. Gupta (External Expert) suggested that the university should establish a policy requiring faculty to submit their publication lists with details such as journal impact factors. This would help ensure the credibility and quality of their work.</p> <p>He also suggested that workshops aimed at improving publication quality must be conducted by the R&amp;D cell of the university. These workshops could cover topics such as writing effective concept papers and grant proposals, as well as generating valuable research ideas. Participants should be encouraged to submit a concept paper, which could then be assessed and reviewed the following day. He said that these workshops will not only enhance publication standards but also equip faculty with important skills and knowledge. Additionally, providing incentives and fostering an environment of energy and engagement will further motivate faculty members to excel in their research efforts.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed the House that the current number of research papers is insufficient. We need to make a concerted effort to increase the number of publications. Every teacher is expected to submit or write at least two research papers per year, ideally in Scopus-indexed journals or similar reputable platforms.</p> <p style="text-align: right;"><i>Action by: All Faculties/Colleges/Departments and R&amp;D Cell</i></p>
<b>Agenda: 13</b>	<b>To identify strategies to increase the number of books, chapters in edited volumes, and papers in national and international conference proceedings indexed in Scopus, Web of Science, PubMed, or the UGC-CARE list, as per sub-criterion 3.4.7.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 3.4.7 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>Director - IQAC proposed that every teacher should publish at least one book, chapter in edited volumes, and paper in National and International Conference proceedings during the academic year.</p> <p>Dr. Vartika Mathur (External Expert) suggested to focusing on the UGC CARE list as a starting point for identifying reputable journals. This list can serve as a baseline for faculty in these disciplines, helping them to target their research efforts effectively.</p> <p>Furthermore, she said that the NAAC evaluations do not differentiate between sciences, commerce, and arts; they assess all faculties based on the total number of teachers and publications. Therefore, institutions must enhance their awareness and resources across all disciplines, including humanities and commerce.</p>
<b>Resolution</b>	<p>The Chairman of the committee instructed each dean/ director/principal to prioritize educating and sensitizing their teams on writing and publishing articles. To enhance publication output, increasing the number of PhD scholars within each department is crucial. Departments that currently lack PhD scholars may face limitations in their publication opportunities.</p>



	<p>Additionally, he said that the number of PhD scholars will significantly improve research productivity. Therefore, every faculty member needs to be encouraged to mentor PhD scholars. Making this a priority will help elevate overall publication rates.</p> <p><i>Action by: All Faculties/Colleges/Departments and R&amp;D Cell</i></p>
<b>Agenda: 14</b>	<p><b>To organize workshops and seminars on Intellectual Property Rights (IPR), research methodology, good clinical practice, laboratory and pharmacy practices, collection practices, research grant writing, and industry-academia collaborations, as specified in sub-criterion 3.5.1.</b></p>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 3.5.1 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>The Director - IQAC proposed that each faculty and college should prepare an academic calendar at the beginning of the academic year, detailing all activities related to the requirements of this sub-criterion, including the number of IPR-related activities conducted throughout the year.</p> <p>Additionally, a copy of this calendar must be submitted to the IQAC. Furthermore, the research page consist the IPR details on the university's website should be updated dynamically by the R&amp;D cell of the university.</p>
<b>Resolution</b>	<p>The chairman of the committee directed the Director-Research and Faculties/Colleges/Departments of the university to prepare their activity calendars that consist of workshops and seminars activities on Intellectual Property Rights (IPR), research methodology, good clinical practice, laboratory and pharmacy practices, collection practices, research grant writing, and industry-academia collaborations.</p> <p><i>Action by: All Faculties/Colleges/Departments/R&amp;D Cell</i></p>
<b>Agenda: 15</b>	<p><b>To mandate the use of MOOCs, SWAYAM, Institutional LMS, e-PG-Pathshala, and other government platform e-content by faculty, in accordance with sub-criterion 4.3.5.</b></p>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 4.3.5 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>Director IQAC proposed that the faculty/colleges should provide a web link for e-content created by their teachers. Each teacher should create at least 5 E-contents/e-courses/video lectures in a semester. On the university webpage (<a href="https://subharti.org/e-content.php">https://subharti.org/e-content.php</a>), the lectures must be uploaded academic year-wise. This process must be executed dynamically by every Faculty, College, and Department.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed all Deans and Principals to ensure their faculty members utilize MOOCs, SWAYAM, Institutional LMS, e-PG-Pathshala, and other government platforms in their teaching. Additionally, faculty are required to develop at least five e-contents, e-courses, or video lectures per semester. Furthermore, the chairman of the committee specified that these lectures should be uploaded to the university's webpage (<a href="https://subharti.org/e-content.php">https://subharti.org/e-content.php</a>) according to the academic year. All members of the meeting noted this.</p> <p><i>Action by: All Faculties/Colleges/Departments</i></p>
<b>Agenda: 16</b>	<p><b>To propose the preparation and submission of annual reports from the university's cultural and sports committees, in accordance with criterion 5.3.3.</b></p>





<b>Discussion</b>	The Director - IQAC presented sub-criteria 5.3.3 and informed the House about the documents needed to be updated for this sub-criteria. Director IQAC proposed that the Cultural and Sports Committees prepare their annual reports and submit them to IQAC so that these reports can be incorporated into the AQAR sub-criteria.
<b>Resolution</b>	The Chairman of the committee directed the Cultural and Sports Committees of the university to prepare their annual reports and submit them to IQAC. <i>Action by: Cultural Committee and Sports Committee</i>
<b>Agenda: 17</b>	<b>To propose a comprehensive list of welfare measures aimed at benefiting both teaching and non-teaching staff members, as outlined in sub-criterion 6.3.1.</b>
<b>Discussion</b>	The Director - IQAC presented sub-criteria 6.3.1 and informed the House about the documents needed to be updated for this sub-criteria. Director IQAC proposed the list of beneficiaries may also include the following: <ol style="list-style-type: none"> <li>1. Beneficiaries of Provident Fund (PF)</li> <li>2. PF Linked Employee Pension Scheme</li> <li>3. Employee Deposit Linked Insurance Scheme (Provision of Death Benefits)</li> <li>4. Gratuity Amount</li> <li>5. Employee State Insurance Scheme</li> <li>6. National Pension Scheme</li> <li>7. Group Life Term Insurance</li> <li>8. Group Personal Accident Insurance Scheme</li> <li>9. Leave Travel Concession - While proceeding on leave for travel from the university to their place.</li> <li>10. Institutional Accommodation</li> <li>11. Laptop Facility</li> <li>12. Cell Phone Facility</li> <li>13. Meal and Gift Vouchers</li> <li>14. Loyalty Allowance</li> </ol> Mrs. Swati Goel, Finance Officer, said that almost all of the welfare measures listed are part of the university's policy.
<b>Resolution</b>	The Chairman of the committee directed the Finance Officer to compile all welfare measures into their annual report and submit it to IQAC to support this AQAR sub-criteria. <i>Action by: Finance Department</i>
<b>Agenda: 18</b>	<b>To conduct professional development and administrative training programs for teaching and non-teaching staff by the HR department of the university, and to submit an annual report to the IQAC, as per sub-criterion 6.3.3.</b>
<b>Discussion</b>	The Director - IQAC presented sub-criteria 6.3.3 and informed the House about the documents needed to be updated for this sub-criteria. Director IQAC proposed the following points: <ol style="list-style-type: none"> <li>1. More professional development activities should be organized for teaching staff. As the data compiled indicated that the activities for non-teaching staff were organized more than teaching staff members in the academic year 2022-23.</li> <li>2. Departments other than healthcare, have conducted fewer training programs.</li> </ol>



	<ol style="list-style-type: none"> <li>3. The specific advanced training programs on the latest technologies must be conducted and aligned with the requirements of the students for their employability.</li> <li>4. The Human Resource Department of the university must conduct professional development programs for teaching and non-teaching staff of the university and must submit an annual report of the same to the IQAC so that the report can be uploaded with sub-criterion 6.3.3.</li> </ol>
<b>Resolution</b>	<p>The Chairman of the committee directed the following :</p> <ol style="list-style-type: none"> <li>1. More professional development activities should be organized for teaching staff by all faculty/colleges/department of the university.</li> <li>2. The specific advanced training programs on the latest technologies must be conducted by all faculty/colleges/department of the university to increase employability among the students.</li> <li>3. The Human Resource Department of the university must conduct professional development programs for teaching and non-teaching staff of the university and must submit an annual report of the same to the IQAC so that the report can be uploaded with AQAR sub-criteria 6.3.3.</li> </ol> <p style="text-align: center;"><i>Action by: All Faculty/Colleges/Department and HR Department</i></p>
<b>Agenda: 19</b>	<b>To promote increased participation of faculty members in the latest technology-based faculty development programs, as outlined in sub-criterion 6.3.4.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 6.3.4 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>Director IQAC proposed the following points:</p> <ol style="list-style-type: none"> <li>1. The faculty members should be encouraged to participate in at least one technology-based training program per semester to foster their professional growth and development.</li> <li>2. This initiative aims to equip faculty with updated skills that they can subsequently impart to their students.</li> <li>3. It is expected that every faculty and college will strive to achieve a participation rate of at least 70% in these training programs to ensure effective implementation of this sub-criterion.</li> </ol>
<b>Resolution</b>	<p>The committee endorsed the proposal submitted by the Director - IQAC.</p> <p style="text-align: center;"><i>Action by: All Faculties/Colleges/Departments</i></p>
<b>Agenda: 20</b>	<b>To submit an annual report by the HR department of the university, including an analysis of performance appraisals for teaching and non-teaching staff, as per sub-criterion 6.3.5.</b>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 6.3.5 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>Director IQAC proposed that the HR department be required to submit a report analyzing the performance appraisal outcomes for both teaching and non-teaching staff to IQAC, following approval by the university board. This report will be submitted as part of this sub-criterion.</p>





<b>Resolution</b>	<p>The committee endorsed the proposal of the Director IQAC. The Chairman of the committee directed to the HR Department of the university to submit an annual report, including an analysis of performance appraisals for teaching and non-teaching staff, as per sub-criterion 6.3.5.</p> <p style="text-align: right;"><i>Action by: HR Department</i></p>
<b>Agenda: 21</b>	<p><b>To consider the format of moderation report for the Question Papers of University end-semester/Annual examinations.</b></p>
<b>Discussion</b>	<p>The Director - IQAC presented the drafted moderation report for the question paper. Prof. Dr. Y.K. Gupta (External Expert) said that the moderation of question papers is a statutory requirement. It is crucial to document the moderation process thoroughly. This includes recording when the moderation occurred, who conducted it, and details about the moderation itself. Given that this is a confidential area, maintaining accurate records is essential to address any potential concerns or disputes.</p> <p>Dr. B. S. Madhukar (External Expert) said that it would be beneficial for some members of the examination department of the university to visit other universities to learn about recent changes in evaluation patterns and systems. This can provide valuable insights into how other institutions have updated their examination processes. By observing these changes firsthand, you can gather ideas and best practices to implement in Swami Vivekanand Subharti University's examination system.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed the Director - IQAC to discuss the existing format and proposed format of moderation of question paper. (Annexure 4A- Existing format of undertaking by the question paper moderator and 4B- Proposed draft format of question paper moderation report)</p> <p style="text-align: right;"><i>Action by: IQAC / COE</i></p>
<b>Agenda: 22</b>	<p><b>To expand the range of activities carried out by the university's Gender Sensitization Cell to align with NAAC peer review recommendations, as specified in sub-criterion 7.1.1.</b></p>
<b>Discussion</b>	<p>The Director - IQAC presented sub-criteria 7.1.1 and informed the House about the documents needed to be updated for this sub-criteria.</p> <p>The Director - IQAC reported that the Gender Sensitization Cell organized only a limited number of activities during the academic year 2022-2023.</p> <p>The Director IQAC informed the house that as per the recommendation of the NAAC Peer Team Review, the cell should enhance its activities through collaboration with faculties and colleges of the university. It was also informed by the Director IQAC that it is mentioned in the NAAC Peer Team Report that during interaction with the faculty and students, it is evident that gender equality exists in the university which needs to be strengthened further. (Annexure-5 NAAC Peer Team Report)</p> <p>The Director IQAC proposed the following:</p> <ol style="list-style-type: none"> <li>1. The calendar prepared by the Gender Sensitization Cell of the university should contain a minimum of two activities of every Faculty/College which must be conducted in an academic year.</li> </ol>





	<p>2. Additionally, the calendar must contain details of activities which must be organized by the Gender Sensitization Cell every alternate month, resulting in a minimum of six activities annually.</p> <p>3. All activities, whether organized by a Faculty, College, or the Gender Sensitization Cell, must be open to students from all faculties and colleges.</p>
<b>Resolution</b>	<p>The Chairman of the committee directed the Gender Sensitization Cell, the activity calendar should ensure that each Faculty or College conducts at least two activities per year. Additionally, the Gender Sensitization Cell is required to organize an activity every alternate month, resulting in a minimum of six activities annually. All activities, whether organized by a Faculty, College, or the Gender Sensitization Cell, must be open to students from all faculties and colleges. It was advised by the chairman of the committee that external experts may also be invited for the conduct of activities to be conducted by the Gender Sensitization Cell of the university.</p> <p style="text-align: right;"><i>Action by: Gender Sensitization Cell</i></p>
<b>Agenda: 23</b>	<b>Introduction of Special Scholarships for Female Candidates and Students from Tribal Areas.</b>
<b>Discussion</b>	The Director - IQAC appraised the house with the importance of introducing special scholarships for female candidates and students from tribal areas.
<b>Resolution</b>	The chairman of the committee informed the house that the university is already offering Special Scholarships for Female Candidates and Students from Tribal Areas.
<b>Agenda: 24</b>	<b>Mandatory Organization of Hackathons and Codathons every year by the University's T&amp;P Cell.</b>
<b>Discussion</b>	The Director IQAC appraised the house with the importance of mandatory organization of Hackathons and Codeathons for the students of the university.
<b>Resolution</b>	The Chairman of the committee directed the Director - T&P Cell of the university to conduct Hackathons and Codeathons for the students of the university.
	<i>Action By: Training and Placement Cell</i>
<b>Agenda: 25</b>	<b>To establish Thinking Labs across Various Faculties and Departments of the University.</b>
<b>Discussion</b>	<p>The Director IQAC appraised the house that a "Thinking Lab" serves multiple purposes, all aimed at fostering innovation, critical thinking, and collaborative problem-solving. He also informed the key purposes of establishing Thinking Labs across Various Faculties and Departments of the University.</p> <p>Dr. B. S. Madhukar (External Expert) said the concepts of a thinking lab and an idea lab have significant overlap and can be effectively combined into a single entity. Many of the functions of these labs are similar, so consolidating them would streamline operations and enhance their effectiveness.</p> <p>Additionally, he said that the concept of a "Thinking Lab" has gained traction, particularly in engineering fields, where students disassemble and reassemble technology as part of hands-on learning.</p>
<b>Resolution</b>	The Chairman of the committee directed all Deans/Principals to establish a "Thinking Lab" in their faculty/colleges.
	<i>Action By: All Faculty/Colleges</i>





<b>Agenda: 26</b>	<b>To maintain the ratio of PhD guides and full-time teachers, as specified in sub-criterion 2.4.2.</b>
<b>Discussion</b>	The Director - IQAC presented sub-criteria 2.4.2 and informed the House about the documents needed to be updated for this sub-criteria. The Director - IQAC informed the House that, as proposed in the previous IQAC meeting in December 2023, all eligible faculty members should be encouraged to enroll in PhD programs at the university to increase the number of PhD degree holders. The Director - IQAC suggested once again that the current fee concession policy for faculty members enrolling in PhD programs at the university be reviewed.
<b>Resolution</b>	The chairman of the committee said that the university offers numerous incentives for the faculty members of the university to pursue their PhD program from the university.
<b>Agenda: 27</b>	<b>Any other agenda items with the permission of the Chair.</b>
<b>Discussion</b>	No other agenda items were discussed during the meeting, and it concluded with a vote of thanks to the Chair.



Prof. (Dr.) Kapil Kumar  
Director, IQAC



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

Vice Chancellor  
Swami Vivekanand  
Subharti University  
MEERUT





**MINUTES OF IQAC MEETING HELD ON 27 DECEMBER 2023 (WITH ALL ANNEXURES 1 TO 15)**

Thu, Feb 29, 2024 at 10:35 AM

**IQAC** <iqac@subharti.org>

To: Medical Department <medical@subharti.org>, Dental <dental@subharti.org>, Nursing <nursing@subharti.org>, Physiotherapy <physiotherapy@subharti.org>, AYUSH <naturopathy@subharti.org>, Engineering <engineering@subharti.org>, Pharmacy <pharmacy@subharti.org>, LAW <law@subharti.org>, Science <science@subharti.org>, Education <deanfoe@subharti.org>, Fine Arts <finearts@subharti.org>, Education <education@subharti.org>, Management <management@subharti.org>, Hotel Management <hotelmanagement@subharti.org>, Journalism <journalism@subharti.org>, Arts & Social Science <deanfass@subharti.org>, Home Science <hsc@subharti.org>, Library <libraryscience@subharti.org>, Buddhist <buddhiststudies@subharti.org>, Political Science <politicalscience@subharti.org>, "Language Dept." <languagedept@subharti.org>, Paramedical College <paramedical@subharti.org>, Director Hospital Admin <mha\_smc@subharti.org>, Pro-Vice Chancellor <provc@subharti.org>, Registrar <registrar@subharti.org>, Additional Registrar <adr@subharti.org>, PA to VC <vcoffice@subharti.org>, Distance Education <director@subhartidde.com>, "Research Dept." <research@subharti.org>, Director Research SVSU <director\_research@subharti.org>, "Finance Dept." <finance@subharti.org>, "Info. Tech. Dept." <it@subharti.org>, "Placement Dept." <placement@subharti.org>, Dean Academics <dean\_academics@subharti.org>, "Examination Dept." <coe@subharti.org>, IS&GR Cell <global@subharti.org>, "Admission Dept." <admission@subharti.org>, santhos@globalconsultingservices.org, SUMIT goel <drsumitomr@gmail.com>, Central Research and Incubation Center <cric@subharti.org>, Physical Education <physicaledu@subharti.org>, fass\_dean@subharti.org, Surabhi Gupta <surabhi.gupta32@gmail.com>, Lubhan Singh <lubhansingh@gmail.com>, Padma Misra <drpadmamisra@gmail.com>, "Dr.SANCHIT PRADHAN" <sanch1684@gmail.com>, Indraneel Bose <ibose12@gmail.com>, Madhukar Seshadri <madhukar.seshadri@gmail.com>, y vimala <yvimala17@gmail.com>, vartikamathur.16@gmail.com, Preeti Sharma <sharmaneepreeti@gmail.com>, rakhikumarijha11@gmail.com, "Dr. Anoj Raj" <arajdoon@gmail.com>, Tushti Sharma <dr.tushti@gmail.com>, Javed Khan <javedsaim@gmail.com>, Polytechnic College <polytechnic@subharti.org>, negi.seema@gmail.com, Dr Ganesh Prasad Mishra <gm25mishra@gmail.com>, Amit kumar <amit.agbiotech1582@gmail.com>, Shruti Singh <shruti.iqac@gmail.com>, Pratibha Teotia <iqac.pratibha@gmail.com>, IQAC OFFICE <office\_iqac@subharti.org>, Sonu Lathwar <sonu.iqac@gmail.com>, drdchauhan86@gmail.com, danny.a.nair@gmail.com, sonalb2307@gmail.com  
Cc: "Maj Gen (Dr) G.K.Thapliyal, SM(Retd.)" <vc@subharti.org>

Madam / Sir

Jai Hind,

Please find the captioned subject in the attachment.

--With Regards

 photograph

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

Swami Vivekanand Subharti University

P: 9719549900, Ext.: 2005

E: iqac@subharti.org

Subhartipuram, NH-58, Delhi-Haridwar

Bypass Road, Meerut, U.P





















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21 attachments

ANNEXURE - 3.jpg

136K



-  **Minutes of Meeting 27-Dec-2023.pdf**  
6152K
-  **ANNEXURE - 5.pdf**  
145K
-  **ANNEXURE - 1.pdf**  
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-  **ANNEXURE - 2.pdf**  
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-  **ANNEXURE - 4.pdf**  
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-  **ANNEXURE 14 C.xlsx**  
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-  **ANNEXURE 14 D.xlsx**  
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# ANNEXURE-2

18/07/2024, 08:12

Gmail - Fwd: AQAR Submission Message

----- Forwarded message -----

From: **Admin-Naac** <noreply.onlineassessment@gmail.com>

Date: Tue, May 14, 2024 at 2:06 PM

Subject: AQAR Submission Message

To: SWAMIVIVEKANANDSUBHARTIUNIVERSITY <vc@subharti.org>

## NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

**Dear User,**

**Institution name : SWAMIVIVEKANANDSUBHARTIUNIVERSITY**

You have successfully submitted your AQAR.

**THIS IS AN AUTO GENERATED MAIL, PLEASE DO NOT REPLY TO THIS MAIL.**

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## Conduction of Academic & Administrative Audit (AAA) for the A.Y. 2023-2024

IQAC <iqac@subharti.org>

Mon, Jul 1, 2024 at 11:44 AM

To: Medical Department <medical@subharti.org>, Dental <dental@subharti.org>, Nursing <nursing@subharti.org>, Physiotherapy <physiotherapy@subharti.org>, AYUSH <naturopathy@subharti.org>, Engineering <engineering@subharti.org>, Pharmacy <pharmacy@subharti.org>, LAW <law@subharti.org>, Science <science@subharti.org>, Education <deanfoe@subharti.org>, Fine Arts <finearts@subharti.org>, Education <education@subharti.org>, Management <management@subharti.org>, Hotel Management <hotelmanagement@subharti.org>, Journalism <journalism@subharti.org>, Arts & Social Science <deanfass@subharti.org>, Home Science <hsc@subharti.org>, Library <libraryscience@subharti.org>, Buddhist <buddhiststudies@subharti.org>, Political Science <politicalscience@subharti.org>, "Language Dept." <languagedept@subharti.org>, Paramedical College <paramedical@subharti.org>, Shruti Singh <shruti.iqac@gmail.com>  
Cc: "Maj Gen (Dr) G.K.Thapliyal, SM(Retd.)" <vc@subharti.org>


Jai Hind,

Madam/Sir,

**Please find the revised format of Academic and Administrative Audit (AAA) report in the attachment.**

**All faculties/colleges are kindly requested to prepare the AAA report for AY 2023-24 in this revised format.**

**--With Regards**

 photograph

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

Swami Vivekanand Subharti University


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Bypass Road, Meerut, U.P

[www.subharti.org](http://www.subharti.org)

 AAA Format for the A.Y. 2023-2024.docx  
239K



**UNDERTAKING BY THE QUESTION PAPER MODERATOR**

I have gone through the instructions for the Question Paper Moderation and made sure that the given Question paper has been moderated, as specified in the instructions, and all the parameters i.e. prescribed syllabus/Units, subject/subject code & max. marks, exam type, exam month, marks distribution, question paper pattern, time allotted, sections, etc. have been checked properly, and all the questions have been fairly distributed throughout the syllabus taught and found free from ambiguity.

Full Name of moderator: \_\_\_\_\_ Contact Number: \_\_\_\_\_

College \_\_\_\_\_ Dept. \_\_\_\_\_ Designation \_\_\_\_\_

Paper Codes \_\_\_\_\_

Sign with date \_\_\_\_\_



**UNDERTAKING BY THE QUESTION PAPER MODERATOR**

I have gone through the instructions for the Question Paper Moderation and made sure that the given Question paper has been moderated, as specified in the instructions, and all the parameters i.e. prescribed syllabus/Units, subject/subject code & max. marks, exam type, exam month, marks distribution, question paper pattern, time allotted, sections, etc. have been checked properly, and all the questions have been fairly distributed throughout the syllabus taught and found free from ambiguity.

Full Name of moderator: \_\_\_\_\_ Contact Number: \_\_\_\_\_

College \_\_\_\_\_ Dept. \_\_\_\_\_ Designation \_\_\_\_\_

Paper Codes \_\_\_\_\_

Sign with date \_\_\_\_\_





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## Office of the IQAC

SWAMI VIVEKANAND SUBHARTI UNIVERSITY, MEERUT  
(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)  
Ph. 0121-2439576, 2439052, 3058031, 3058032/Extn: 2426, Telefax: 0121-2439067  
E-mail: iqac@subharti.org, Website: www.subharti.org

### CONFIDENTIAL

### QUESTION PAPER MODERATION REPORT (DRAFT)

The following question papers have been moderated by me / us on (date) .....

S. No.	Course Name	Course Code	No. of Set(s)	Remark
1.				
2.				
3.				
4.				

- It has been ensured that all questions are based on the syllabus and course content.  
(Yes / No).....
- It has been checked that the questions have an appropriate mix of difficulty levels (easy, moderate, and difficult). (Yes / No).....
- It has been ensured that the paper is neither too easy nor too challenging for the students.  
(Yes / No).....
- It has been verified that the questions are clearly worded and free from ambiguity.  
(Yes / No).....
- It has been ensured that the language used is simple and comprehensible for the students.  
(Yes / No).....
- It has been checked that the marks allocated to each question are appropriate.  
(Yes / No).....
- It has been ensured that the total marks add up correctly. (Yes / No).....
- It has been ensured that the questions are free from cultural, gender, or any other forms of bias. (Yes / No).....
- It has been ensured that there is no repetition of questions within the question paper.  
(Yes / No).....
- It has been checked that clear and concise instructions are provided for each section and question. (Yes / No).....



## Office of the IQAC

11. It has been verified that the question paper can be reasonably completed within the given time frame. (Yes / No).....
12. It has been ensured that the question paper is neatly formatted, with proper spacing and alignment. (Yes / No).....
13. It has been ensured that any necessary supporting materials (e.g., graphs, tables and data) are included and correctly referenced. (Yes / No).....
14. All the questions in the question paper(s) are from the pre-decided syllabus. (Yes / No).....
15. All spellings have been checked and found correct. (Yes / No) .....

1. Name of Moderator - 1 :

Signature with Date (Moderator-1):

Designation:

Address:

2. Name of Moderator - 2 :

Signature with Date (Moderator-2):

Designation:

Address:

3. Name of Moderator - 3 :

Signature with Date (Moderator-3):

Designation:

Address:



## ANNEXURE-5

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	Measures initiated by the institution for the promotion of gender equity during the last five years.
7.1.3 QIM	Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within 500 words) <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• Biomedical waste management</li> <li>• E-waste management</li> <li>• Waste recycling system</li> <li>• Hazardous chemicals and radioactive waste management</li> </ul>
7.1.8 QIM	Describe the institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words)
7.1.9 QIM	Sensitization of students and employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizens
7.1.11 QIM	Institution celebrates / organizes national and international commemorative days, events and festivals
7.2	Best Practices
7.2.1 QIM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.
7.3	Institutional Distinctiveness
7.3.1 QIM	Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

### Qualitative analysis of Criterion 7

Institute has taken the initiative for gender equality and initiated the different types of welfare measures for staff and faculty like group life insurance, EPF, medical check-up, etc. These measures benefited the faculty and staff irrespective of gender. All the facilities of the university apply to staff and faculty without any biases on gender. For the women staff and faculty University constituted women's development cells and cells for an equal opportunity which looks into whether there is any unequal treatment depending on gender. All the boys and girls are participating in different student activities on an equal basis. During interaction with the faculty and student, it is evident that gender equality exists in the university which needs to be strengthened further.

University has an effective waste & E- waste management system. Waste recycling system is also in place. The biomedical waste management is being outsourced to 3rd party agency which is recognized by the state pollution control board in Uttar Pradesh. They have installed STP. The wastewater is treated in a pond

## IQAC Meeting - Attendance Sheet

Date : 10/08/2024

Venue: University Conference Hall

Time: 10 AM

S. No.	Name	Designation	Signature
1.	Maj. Gen. (Dr.) G.K. Thapliyal (Chairman)	Hon'ble Vice Chancellor	<i>[Signature]</i>
2.	Dr. Shalya Raj (Member of Management)	Chief Executive Officer	<i>[Signature]</i>
3.	Dr. Himanshu Aeran	Pro Vice Chancellor	ABSENT
4.	Prof. (Dr.) Abhay M. Shankaregowda (Member, Rep. of Administration)	Principal, Faculty of AYUSH	<i>[Signature]</i>
5.	Gp Capt M Yakoob (Member, Rep. of Administration)	Registrar	ABSENT
6.	Mr. Syed Zafar Hussain (Member, Rep. of Administration)	Registrar (O & O)	ABSENT
7.	Mrs. Poonam Kaushik (Member, Rep. of Administration)	Controller of Examination	<i>[Signature]</i> 10/8/2024
8.	Prof. (Dr.) A.P. Garg	Director Research (Applied Sciences)	<i>[Signature]</i> 10.8.24
9.	Prof. (Dr.) Vaibhav Goel Bhartiya (Member, Rep. of Faculty of LAW)	Dean & Principal	<i>[Signature]</i>
10.	Dr. Surabhi Gupta (Member, Rep. of Faculty of Medicine)	Professor	PRESENT
11.	Dr. Lubhan Singh (Member, Rep. of Faculty of Pharmacy)	Professor	ABSENT
12.	Dr. Ruchi Tyagi (Member, Rep. of Faculty of Medicine)	Professor	<i>[Signature]</i>
13.	Dr. Padma Misra (Member, Rep. of Faculty of Management & Commerce)	Professor	<i>[Signature]</i> 10/8/24
14.	Dr. Sanchit Pradhan (Member, Rep. of Faculty of Dental Sciences)	Associate Professor	<i>[Signature]</i> 10/8/24
15.	Dr. Seema Sharma <i>Faculty of Arts &amp; Social Sciences</i> (Member, Rep. of <del>Dept. of Liberal Arts</del> )	Associate Professor	<i>[Signature]</i> 10.10.8/2024
16.	Dr. Indraneel Bose (Member, Rep. of College of Hotel Management)	Associate Professor	<i>[Signature]</i> 10/8/24



# Office of the IQAC

SWAMI VIVEKANAND SUBHARTI UNIVERSITY, MERUT  
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 E-mail: iqac@subharti.org, Website: www.subharti.org

17.	Mrs. Swati Goel (Member from Finance)	Finance Officer	Online
18.	Dr. Rohit Ravinder (Nominee from Employer/Stakeholders)	Director – Lokpriya Hospital	ABSENT
19.	Mr. Rajesh Mishra (Nominee from Employer/Stakeholders)	Chartered Accountant	ABSENT
20.	Mr. Sunil Gupta (Nominee from Employer/Stakeholders)	Principal Director, MSME, TDC-PPDC, Meerut	ABSENT
21.	<del>Dr. M.S. Shyamasundar</del> DR. B. S. MADHUKAR (Expert)	Formerly <del>Adviser</del> (NAAC)	Online
22.	Prof. (Dr.) Y.K. Gupta (Expert)	President, AIIMS, Bhopal & Jammu	Online
23.	Prof. (Dr.) Y. Vimala (Expert)	(Retd.) Professor, CCS University, Meerut	Online
24.	Prof. (Dr.) Vartika Mathur (Expert)	Professor, Sri Venkateshwara College, University of Delhi	Vartika Mathur 10/8/24
25.	Prof. (Dr.) Kapil Kumar	Director – IQAC	10.8.2024
26.	Dr. Preeti Sharma <del>Nominee from Alumni</del> NAAC Coordinator	Professor, Faculty of Dental Sciences	Preeti Sharma 10/08/2024.
27.	Dr. Rakhi Jha (Nominee from Alumni)	Assistant Professor, Faculty of Management & Commerce	Present
28.	Dr. Enakshi Yadav (Student Representative)	JR, Subharti Dental College	Absent
29.	Ms. Palak Tyagi (Student Representative)	Student – BALLB (2022-23), Subharti Institute of LAW	Palak Aug-10-2024
30.	Prof. (Dr.) Satyam Khare	Head, Faculty of Medicine	ABSENT
31.	Prof. (Dr.) Nikhil Srivastava	Dean, Faculty of Dental Sciences	Nikhil Srivastava 10/8/24
32.	Prof. (Dr.) Geeta Parwanda	Dean, Faculty of Nursing	Geeta Parwanda 10/8/24
33.	Prof. (Dr.) Jasmine Anandabai	Dean, Faculty of Physiotherapy and Allied Health Sciences	Jasmine Anandabai 10/8/24
34.	Prof. (Dr.) Sokindra Kumar	Dean, Faculty of Pharmacy	Sokindra Kumar



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

35.	Prof. (Dr.) Sekindra Kumar	Dean, Faculty of Pharmacy	PRESENT
36.	Prof. (Dr.) R.K. Ghai	Dean, Faculty of Management & Commerce	10/08/24
37.	Dr. Renu Mavi	Officiating Dean, Faculty of Science	10/08/2024
38.	Prof. (Dr.) Shiv Mohan <sup>Verma</sup> Sharma	HOI, Faculty of Management & Commerce (College of Hotel Management)	10/08/2024
39.	Prof. (Dr.) <del>Sharvan Kumar Garg</del> MANOJ KAPIL	Officiating Dean & Principal, Faculty of Engineering and Technology	10/08/24
40.	Prof. (Dr.) Sandeep Kumar	Dean, Faculty of Education	Duty leave
41.	Prof. (Dr.) Anoj Raj	Head, Faculty of Education (Dept. of Physical Education)	10/8/2024
42.	Prof. (Dr.) Pintu Mishra	Dean, Faculty of Fine Arts	10/08/24
43.	Prof. (Dr.) Sudhir Tyagi	Dean, Faculty of Arts & Social Sciences (Dept. of Library & Information Science)	10/08/24
44.	Prof. (Dr.) S.C. Thaledi	HOD, Faculty of Arts & Social Sciences (Dept. of Journalism & Mass Communication)	-
45.	Dr. Javed Khan	Associate Professor, Faculty of Arts & Social Sciences (Dept. of Library & Information Science)	10/08/24
46.	Dr. Nishma Singh	Associate Professor, Faculty of Arts & Social Sciences (Dept. of Home Science)	10/08/24
47.	Dr. Subhash Chandra Tiwari	Principal, Subharti Polytechnic College	ABSENT
48.	Dr. Champalal Mandrele	Assistant Professor, School of Buddhist Studies	ABSENT
49.	Dr. Surabhi Gupta	Professor, Faculty of Medicine	10/08/24





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

50.	Dr. Abhishek Singhal	Associate Professor, Faculty of Medicine	ABSENT
51.	Dr. Seema Negi	Research Officer, Faculty of Medicine	ABSENT
52.	Mrs. Khushboo Rani	Assistant Professor, Faculty of Nursing	Khushboo Rani 10/8/24
53.	Dr. Nair Dhiren Ajit	Assistant Professor, Faculty of AYUSH	Nair Dhiren Ajit 10/8/24
54.	Dr. Danish Nouman	Assistant Professor, Faculty of Physiotherapy & Allied Health Sciences	Danish 10/8/24
55.	Dr. Rupesh Kumar Pandey	Associate Professor, Faculty of Pharmacy	Rupesh 10/8/24
56.	Dr. Nikhil Rathi	Associate Professor, Faculty of Engineering & Technology	Nikhil Rathi 10/8/24
57.	Mr. Vikas Sharma	Assistant Professor, College of Hotel Management	Vikas Sharma 10/8/24
58.	Dr. Amit Kumar	Associate Professor, Faculty of Science	Amit Kumar 10/8/24
59.	Dr. Ankit Kumar Goel	Associate Professor, Faculty of Science	Ankit Kumar Goel 10/8/24
60.	Dr. Bhuvnesh Kumari	Associate Professor, Faculty of Education	Bhuvnesh Kumari 10/8/24
61.	Dr. Deepak Raghav	Assistant Professor, Department of Physical Education	Deepak Raghav 10/8/24
62.	Dr. Sonal Bhardwaj	Associate Professor, Faculty of Fine Arts	Sonal Bhardwaj 10/8/24
63.	Dr. Preeti Singh	Assistant Professor, Department of Journalism & Mass Communication	Preeti Singh 10/8/24
64.	Dr. Shalu Nehra	Assistant Professor, Department of Home Science	Shalu Nehra 10/8/24
65.	Dr. Manoj Kumar Tripathi	Associate Professor Department of Liberal Arts and Humanities	ABSENT
66.	Dr. Neha Verma	Associate Professor, Department of Liberal Arts and Humanities	Neha Verma 10/8/2024
67.	Dr. Vivek Kumar	Assistant Professor, School of Buddhist Studies	ABSENT



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68.	Mr. Vivek Tiwari	CTO, IT Department	for Rep 8/24
69.	Mr. Amit Kumar Verma	Director, T&P Dept.	Amit K Verma
70.	Mr. Shammi Saxena	Director Admission Cell	Shammi
71.	Dr. Anshu Kumar Singh	NAAC Coordinator, Dept. of Paramedical Sciences	Anshu Kumar Singh 10/8/24
72.	<del>Mr. Deepak Kumar Gupta</del>	<del>Additional A.O.</del>	<del>Deepak</del>
73.	Mrs. Seema Saxena	OSD, IQAC	Seema
74.	Mr. Sonu Lathwar	AOS, IQAC	Sonu
75.	Mr. Ankit Verma	Section Officer, IQAC	Ankit
76.	Mr. Prateek Sharma	Section Officer, IQAC	Prateek
77.	Dr. Muntaq- Sheikh	Assistant Professor Faculty of Education	Muntaq
78.	Dr. Manju Adhikari	Asso. Prof. Dept. Phy. Edu. officiating HOD of Dept.	Manju
79.	Dr. Rakhi Kumari	Assist. Prof., FOMG SVSU	Rakhi 10/8/24
80.	Dr. Sumit Goel	President Alumni Trust	Sumit
81.	Arindya Bhanja	Director ISGIR	Arindya
82.	Dr. Sarika	Co-ordinator UES	Sarika
83.	Dr. Sanjiv Tyagi	for HOD CSE - 2nd SITE	Sanjiv Tyagi
84.	Zaibunnisha	Asstt Accountant (Account)	Zaibunnisha
85.	Prof. (Dr) Bhawna Grover	Chairperson, Cultural Committee, SVSU	Bhawna
86.	Prof. (Dr.) Parthiv Kishore Mishra	HOD, Para medical Science	Parthiv
87.	Dr. HIMANSHU AGARWAL	ASST. Prof. ECE, SP.	Himanshu 10/10/2024
88.	Moujam Khan	Marketing Executive	Moujam Khan

