

MINUTES OF THE MEETING (RECORD OF THE PROCEEDINGS)

The Indraprastha University Internal Quality Assurance Cell (IIQAC) meeting was held on May 17, 2021 at 11.00 AM in the Online mode. (Cisco Webex platform). The following Members have attended the meeting:

1.	Prof. (Dr.) Mahesh Verma, Hon'ble Vice Chancellor, GGSIPU	Chairperson
2.	Prof. A.K. Saini, Director (Development), GGSIPU	Member Secretary
3.	Dr. Jatinder Singh, Director, Ph.D Chamber of Commerce & Industry	Member
4.	Dr. C.N. Maheshwari, CEO, Dalmia Refineries Limited	Member
5.	Maj. Gen. N.K. Dhir, Convenor, Indian Standards of QMS	Member
6.	Prof. Manoj Kumar, USICT, GGSIPU	Member
7.	Prof. Sanjay Dhingra, USMS, GGSIPU	Member
8.	Prof. Varun Joshi, USEM, GGSIPU	Member
9.	Dr. Anjali Shokeen, USE, GGSIPU	Member
10.	Dr. Vinay Shankar in place of Dr. Sachin Bharti, USMC	Member
11.	Dr. Dinesh Kumar, USCT, GGSIPU	Member
12.	Mr. Sumant Sharma, USAP, GGSIPU	Member
13.	Dr. Rinu Sharma, USBT, GGSIPU	Member
14.	Dr. Zubair Ahmad Khan, USLLS, GGSIPU	Member
15.	Dr. Shipra Mittal, USBAS, GGSIPU	Member
16.	Dr. Prarthana Aggarwal, Goel, USHSS	Member
17.	Ms. Shikha Aggarwal, Dy. Registrar (Coordination)	Member
18.	Prof. Neena Sinha, USMS, GGSIPU	Special Invitee
19.	Dr. Ashish Kumar, USMS	Special Invitee
20.	Shri Nalini Ranjan, PRO, GGSIPU	Special Invitee

The following members could not attend the meeting due to their preoccupation.

1. Mr. Ravi Dadhich-Registrar, GGSIPU
2. Ms. Sarika Guliyani, Director & Head-ICT, Digital Economy & FICCI-ILIA Division
3. Prof. M N Hoda, Director, Bharti Vidyapeeth Institute of Computer Applications and management,
4. Dr Sachin Bharti, USMC, GHGSPU
5. Dr. Neeja Bhatla, Department of Obstetrics & Gynaecology, AIIMS, New Delhi

The member secretary welcomed all the members to the meeting. After exchange of pleasantries, and well-being of all during the covid-19 and lockdown, the agenda was taken up as under:-

Agenda -1: To confirm the minutes of the meeting held on March 15, 2021 at 11.00 am in the online mode.

- Minutes were circulated to all by email.
- No comments have been received. Minutes were deemed to be confirmed.

Agenda-2: To review the Action Taken Report for the points emerging from last meeting.

- Placed and circulated to all members. (copy enclosed as Annexure -'A')

The Hon'ble Vice Chancellor added following points on the action points:

- Take up the task of identifying the requirements for setting up of lecture recording and related facilities in USMC on urgent basis. – Action – DD.
- UITS Head to undertake work on priority basis for the coverage of Wi-Fi in the entire campus. – UITS Head to take action.
- The setting up of smart digital classroom facilities in each school to be processed after comparison of suitable and appropriate cost effective solutions. Action by DD.
- All faculty to be sensitised to prepare their course wise lessons for uploading on the University LMS in a phased manner for their online availability. Action: Prof Udyan Ghosh, LMS Coordinator
- To undertake NBA in the University for eligible B.Tech. Programmes on top priority. Action: Dean USICT.
- To take suitable steps for MBA program accreditation by NBA. Action: Dean, USMS.

Agenda-3: To discuss the setting up of employee welfare fund in the University.

The members deliberated that employee welfare is an important task for every organisation. All institutions need welfare initiatives to discharge their social responsibility, raise the employee's morale, use the work force more effectively and productively besides removing dissatisfaction to develop loyalty in workers towards the organization. The recent Covid-19 pandemic has caused lot of disruption in the normal life of the people and so is true with the staff and faculty of the University.

To serve the above objectives, a need is realised to setup an employee welfare fund for all category of employees of the University to help them in case of an emergency or distress.

It was decided to constitute a committee of staff and faculty (with a fixed time frame) to recommend a suitable framework for the same for adoption and implementation by the University.

Agenda-4: To discuss the strengthening of the healthcare infra- structure such as Healthcare manpower, beds, consultants, more hospitals on panel with cash and non-cash basis, ambulances, etc.

The covid-19 pandemic has affected the life of one and all including the students and employees and their families. A number of important lives have been lost in the University due to lack of timely access to medical facilities and treatment thereby raising the need to further strengthen the health facilities.

The University has a health centre to take care of the medical and health needs of the stakeholders in the normal time. However, to respond unprecedented pandemic situation, some enhancements/augmentation and setup creation in addition to the existing facilities is desirable. Some of these include: doctors and nursing staff on round the clock basis, some basic bed facilities including oxygen support through oxygen concentrators, oxygen cylinders, more visiting consultants, ambulance with basic life support system, etc.

Besides this the University need to further extend the panel of quality hospitals/nursing homes/centres both in the cashless and non-cashless category for all medical

treatments including eye, dental, physiotherapy, etc. through a well-structured system and include the employee well being measures in its recommendations. It was also suggested that University may also explore possibility of a medical colleges with attached hospital.

It was approved to form a committee comprising of campus resident faculty and staff besides student welfare and medical experts. The committee may be asked to submit the recommendations in a time bound manner.

Agenda-5: To discuss the recommendations of the committee for School of Liberal Arts in the University

The recommendations of the constituted committee by the Hon'ble Vice Chancellor were placed for further deliberations. (copy enclosed as Annexure 'B').

The members approved the recommendations of the committee for forwarding them to the Competent Authority for further action in the matter.

Agenda-6: To review the progress of AQAR preparation for the year 2019-20.

It was informed that AQAR preparation work is in progress and about 70% of it has been completed. However due to the lockdown as well as health issues of the staff, the work could not be completed.

It was informed that a notification (attached as Annexure 'C') has been issued by NAAC extending the date of submission of pending AQAR for the year 2019-20 till 31st August 2021 due to covid-19 pandemic.

Agenda-7: To review and revise the progress for 3rd Cycle of NAAC's Assessment and Accreditation of the University.

It was informed that a dedicated subgroup comprising of Prof. Neena Sinha and Prof Manoj Taleja has been assigned the task of SSR and DVV. The seven criteria team will finish their task and shall submit the files alongwith the required data and the supporting documents from each section in a time bound manner.

The work for preparation of SSR and DVV for the 3rd cycle of NAAC was underway till the lockdown began. The revised timelines have to be redrawn based on the lockdown situation and the availability of the affected office staff who are suffering from corona.

It was agreed that all efforts shall be made to complete the process of submission of SSR and DVV at the earliest within 30-45 days after the lockdown.

Agenda-8: Any other agenda with the permission of the Chair.

No additional agenda was placed.

The meeting ended with a vote of thanks to the Chair.



(Prof. A.K. Saini)
Member Secretary, IIQAC

Copy to: Chairperson and All Members of IIQAC

ACTION TAKEN REPORT OF IIQAC MEETING HELD ON 15.03.2021

Agenda-wise Action Taken Report:

1. To approve the minutes of the last meeting.	The minutes of the meeting as circulated to members were approved as no comments were received.
2. To review the Action Taken Report for the points emerging from last meeting.	Action Taken Report based on IIQAC Meeting held on 29.07.2020 is annexed as Annexure- 'A'.
3. To discuss the refurbishing of Media/Lecture Recording Centre	A visit to the School of Mass Communication was carried out and the requirements were assessed. Dr Durgesh Tripathi Coordinator MOOCS and faculty in School of Mass Media was requested to work-out a technical and financial plan for the refurbishing of the Media Centre. The financial support for the same shall be examined thereafter by the University. It was emphasized that the existing staff and facilities should be optimally used in various activities of the University. This to be done in 2 weeks' time.
4. To discuss the strengthening of digital infrastructure for hybrid mode of teaching	<ul style="list-style-type: none">• Every school has identified facility for conducting online classes from the campus, in case anyone wants to use the same. However, the proposals are being examined (demo being taken) to setup at least one fully smart digital classroom with lecture recording and transmission facility.• For a structured Learning Management System (LMS), moodle based platform has been selected and the implementation on the cloud has been customized. The URL for the same is: lms.ggsipu.ac.in• The work for uploading the course contents on the LMS is being taken up with the faculty members.• To strengthen the Wi-Fi connectivity in the University campus, work has already been undertaken by the UITS branch. They are working out the system for implementation of the same.• The process of hardware and software acquisition by the schools has been

	<p>initiated based on the specific needs.</p> <ul style="list-style-type: none"> • The process of Enabling students to acquire laptops through high corporate discounts and tie-ups, etc. is yet to be initiated as need assessment has to be done first. The campus has still not opened and the same would be undertaken once the students are available in the campus.
<p>5. To discuss initiating the process of NBA for Technical programmes in various Schools on priority basis.</p>	<p>The USICT is handling all the AICTE work for 3 schools of the University i.e. USBT, USCT and USICT. The Dean, USICT has been informed to immediately undertake the process of NBA for the programmes, they consider appropriate in consultation with Dean USBT and USCT.</p>
<p>6. To discuss the approval process for MBA program from AICTE for availing various funding schemes and subsequent NBA.</p>	<p>It was decided to first examine the need for approval from AICTE for the MBA program. There seems to be a provision that Universities are not compulsorily required to take AICTE approval. Also for NBA, AICTE approval is not mandatory. The process is being taken up with NBA for further action in the matter by the Dean, USMS.</p>
<p>7. To review the progress for 3rd Cycle of Assessment and Accreditation of the University and plan of action for the same.</p>	<p>To give further focus to NAAC process, a meeting of the core committee was held on 16.03.2021. It was decided that:</p> <ul style="list-style-type: none"> (i) Prof. Neena Sinha, USMS and Prof. Manoj Taleja, USICT will be working exclusively on the NAAC and AQAR documents preparations. However, other Core Committee Members will also be available for any task and assistance required by them as they are handling different NAAC criteria. (ii) A separate room has been setup for preparation of documents and deliberations with adequate IT infrastructure in Room D-405. (iii) The criteria 2 and 4 have been completed with all writeups. Some data is still required from examination branch as currently they are busy with online examinations. (iv) All other criteria team have also filled up

	<p>their data and prepared a list of the shortcomings.</p> <p>(v) The additional data upto December 2020 has also been sent to be collected from various branches.</p> <p>The NAAC schedule as decided on finalizing the draft SSR and DVV could not be adhered to due to Covid19 lockdown in the University since mid April 2021.</p>
<p>8. Any other agenda with the permission of the Chair.</p>	<ul style="list-style-type: none"> • A draft MOU has been worked out and has been sent to Legal Branch for vetting and to be used for undertaking with various institutions and organizations. • A University Task Force for Implementation of NEP 2020 has been constituted. (Copy enclosed). • A workshop cum Interaction session has been fixed for 22nd April 2021 with the AIU Secretary general Dr. Pankaj Mittal. (copy enclosed) • More such sessions would be formally undertaken in April/May 2021. In addition each school has been advised to have one session for the BOS members on the NEP. • A committee has been constituted to examine the proposal of setting up of School of Liberal Arts in the University. The committee has submitted its recommendations to the University for further action. (copy enclosed).



(Prof. A. K. Saini)
Member Secretary, IIQAC

ACTION TAKEN REPORT OF IIQAC MEETING HELD ON 17.05.2021 (IN ONLINE MODE)

Agenda-wise Action Taken Report

1. To confirm the minutes of the meeting held on 17.05.2021 am in the online mode.	The minutes of the meeting as circulated to members were approved as no comments were received
2. To review the Action Taken Report for the points emerging from last meeting	Action Taken Report based on IIQAC meeting held on 17.05.2021 is Annexed as Annexure-'A'
3. To discuss the setting up of Employee Welfare Fund in the university	<p>The report of the committee constituted for the purpose and comprising of the following members has been submitted. The report has been taken up for consideration and assessing the feasibility of adoption and implementation of the recommendations.</p> <ol style="list-style-type: none">1. Prof. Anuj Vaksha, USLLS, GGSIPU - Chairperson2. Dr. Anjali Shokeen, USE, GGSIPU3. Dr. Dinesh, USCT, GGSIPU4. Ms. Shikha Aggarwal, DR, GGSIPU5. Sh. Naveen Bhardwaj, Section Officer, Legal & RTI, GGSIPU6. COF or nominee <p>A brief report to be presented.</p>
4. To discuss the strengthening of the healthcare infrastructure such as Healthcare manpower, beds, consultants, more hospitals on panel with cash and non-cash basis, ambulances, etc.	<p>The Hon'ble Vice Chancellor has constituted the following committee for strengthening and augmentation of the health care infrastructure in the University:-</p> <ol style="list-style-type: none">1. Prof. Manpreet Kang, DSW, GGSIPU - Chairperson2. Prof. Yatish Aggarwal, Dean, USMPHS, GGSIPU3. Dr. J. L. Jain, Former CMO, DU WUSHC- Nominated by Hon'ble VC, GGSIPU4. Dr. N. P. Singh, Prof. and HOD Medicine, SGT Medical College - Nominated by Hon'ble VC, GGSIPU5. Prof. Neena Sinha, USMS, GGSIPU6. Dr. Ashish Payal, USICT, GGSIPU7. Dr. Pankaj Aggarwal, DR, GGSIPU8. Sh. Hridayesh Gaur, AR Personnel, GGSIPU9. COF or nominee <p>The recommendations of the committee are being finalized.</p>
5. To discuss the recommendations of the committee for School of Liberal Arts in the University	The recommendations were sent to the Competent Authority and have been sent to Director-Academic Affairs for further action in the



	matter.
6. To review the progress of AQAR preparation for the year 2019-20	<p>AQAR preparation work is in progress and about 90% of it has been completed. However due to the lockdown as well as health issues of the staff, the work could not be completed.</p> <p>The last date of submission of pending AQAR for the year 2019-20 is 31st August 2021 due to covid-19 pandemic.</p>
7. To review and revise the progress for 3 rd Cycle of NAAC's Assessment and Accreditation of the University	<p>A full time dedicated team comprising of Prof. Neena Sinha and Prof Manoj Taleja have been assigned the task of preparation of SSR and DVV. The seven criteria team will finish their task and shall submit the files alongwith the required data and the supporting documents from each section in a time bound manner which shall be coordinated by Director-Development.</p> <p>The work for preparation of SSR and DVV for the 3rd cycle of NAAC was underway till the lockdown began.</p> <p>It was agreed that all efforts shall be made to complete the process of submission of SSR and DVV at the earliest. A brief to be presented by the team.</p>
8. Any other agenda with the permission of the Chair	—

