

# **Guru Gobind Singh Indraprastha University**

Sector-16C, Dwarka New Delhi-110078

## **Minutes of the IIQAC Meeting Held on 23.07.2019 at 11.00 A.M.**

A meeting of the Indraprastha Internal Quality Assurance Cell was held on July 23, 2019 at 11.00 a.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi-110078.

Members present:

1. Prof. Ashutosh Mohan, Vice Chancellor, GGSIP University
2. Dr. Manoj Taleja, Associate Professor, USICT
3. Dr. Sanjay Dhingra, Associate Professor, USMS
4. Dr. Kiranmay Sharma, Associate Professor, USEM
5. Dr. Vinay Sah, Assistant Professor, USCT
6. Dr. Anuradha Jha, Assistant Professor, USLLS
7. Dr. Durgesh Tripathi, Assistant Professor, USMC
8. Mr. Sumant Sharma, Assistant Professor, USAP
9. Dr. Gulshan Kumar, Assistant Professor, USBAS
10. Dr. Amit Ahuja, Assistant Professor, USE
11. Ms. Prarthana Aggarwal Goel, Assistant Professor, USHSS
12. Dr. Ashish Kumar, Assistant Professor, USMS and Member NAAC Activity (Special Invitee)
13. Prof. A.K. Saini, Director-Development and Member Secretary, IIQAC

The following members could not attend the meeting due to their pre-occupation:

- 1) Brig. Upmanyu, Registrar, GGS Indraprastha University
- 2) Prof. K.K. Aggarwal, Dean, University School of Biotechnology
- 3) Sh. Pankaj Aggarwal, Dy. Registrar, GA
- 4) Major General N.K. Dhir, Convenor-Indian Standard on QMS
- 5) Prof. A.P. Mittal, Member Secretary, AICTE
- 6) Prof. Neena Sinha, Dean, USMS (Special Invitee), and
- 7) Sh. Subhash Chand Sharma, OSD (HVOC), Ministry of Consumer Affairs, Food and Public Distribution.

The agenda of the meeting were taken up thereafter:

**Agenda 1: To approve the minutes of the meeting held on April 22, 2019.**

The Minutes of the Meeting were circulated to all members. No comments have been received. Minutes are deemed to be approved.

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

The Action Taken report for the last meeting held on 22<sup>nd</sup> April 2019 is enclosed as Annexure 'A' to the minutes.

Contd.....2/-.

The members expressed their satisfaction with the actions taken so far but at the same time expressed the unanimous desire to ensure firm and timely action on all activities approved by the committee for implementation. They also suggested to keep the items on agenda till action is taken on them. It was accepted and approved.

**Agenda -3: To review the progress for 3<sup>rd</sup> Cycle of NAAC's Assessment and Accreditation of the University.**

The Convenor briefed the members about the current status of NAAC Accreditation of the University:

- The members were informed that the Validity of the 2<sup>nd</sup> Cycle NAAC Accreditation was upto 24<sup>th</sup> October 2018, which has already expired.
- The University took the first step for 3<sup>rd</sup> cycle of NAAC Accreditation, by filling up online Institutional Information for Quality Assessment (IIQA) report on 23<sup>rd</sup> October, 2018, which was accepted by NAAC on 3<sup>rd</sup> November 2018.
- The SSR was compiled using the data provided by various Schools and Sections. Draft SSR was shared with the then Hon'ble VC and PVC. The time available for filing of detailed SSR was 45 days from date of acceptance.
- It was decided by the then Vice Chancellor, to defer the submission of SSR till the time, the data quality and quantity is adequate as it was felt that data is not truly and correctly reflecting the University performance. He suggested to make all out efforts to gather more data and the Office of the Vice Chancellor assured complete help in this regard.

It was informed that the data collection and other requirements are regularly sent to the USS and Section Heads for action at their end.

**Agenda -4: To discuss the status of Academic Audit of USS.**

The Academic Audit Proforma was improved by taking inputs from all USS Deans were approved by the competent authority. Thereafter the approved Academic Audit proforma has been sent to all the Schools in both the hard copy and soft copy (excel format) to compile and fill the data for the year 2017-18.

An expert committee for various USS for validation of the data has been constituted and approved by the Hon'ble Vice Chancellor. The expert teams shall visit the USS with mutual convenience to the respective Dean.

Contd.....3/-.

**Agenda 5: To discuss about organising quality oriented activities in University for next quarter.**

It was informed that the workshop on "Why Quality Initiatives fail? The way forward" was received quite late and therefore could not be conducted as the approved resource person went out of country. Now it is planned to hold the same in the month of Sept/October 2019.


An approval for workshop by Dr. Durgesh Tripathi (USMC) alongwith NIEPA for sensitising faculty about the e-resources and for recording of lectures through mobile phones and other digital devices was obtained and the date shall be fixed around end of August 2019.

The committee approved the following quality related workshops to be conducted for faculty in the next quarter:

- a) How to prepare Course, Program and Program Educational outcomes (COs, POs and PEOs) for faculty members so as to develop a uniform and standard framework in preparing these outcomes.
- b) "Computation of various metrics of research output"
- c) IPR and Patent Filing for teachers is planned in the next phase.

**Agenda 6: Any Other Item**

- 6.1. The feedback to be obtained from stakeholders regarding the courses for using them in the course revision may be made available through a web link on the ipu website for a wider coverage and more participation. This was approved by members.
- 6.2 It was suggested that the University fraternity may be approached for undertaking various quality initiatives for their better adoption and implementation and making them more meaningful.
- 6.3 A number of suggestions received from various stakeholders for Quality Improvement are:
  - Student Exchange Program should be strengthened
  - PR to be further improved with Media

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


Copy to:  
All Members of IIQAC

## ACTION TAKEN REPORT OF IIQAC MEETING HELD ON 22.04.2019

### Agenda-wise Action Taken Report:

1. To approve the minutes of the last meeting.	The minutes of the meeting as circulated to members of the last meeting 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 22.04.2019
3. To review the progress for 3 <sup>rd</sup> Cycle of NAAC's Assessment and Accreditation of the University.	The Schools are being requested to keep record of the data post 2017 data (already available) and further action shall be taken once a complete plan for filing of the NAAC SSR is finalised and approved by the Competent Authority
4. To discuss and approve the Performa for Academic Audit of USS.	The Performa for Academic Audit was finalised after taking inputs and feedback from various Deans of the USS. The Performa was also approved by the Hon'ble Vice Chancellor. It has also been circulated to the USS Deans for compilation of data as per the format. An expert committee has also been approved for conducting the audit. A workshop of all Expert Committee members has also been conducted to mitigate any issues in completion of the Performa on 22/07/2019.
5. To discuss about organising quality oriented activities in University for next quarter.	A number of activities have been lined up such as: <ol style="list-style-type: none"><li>A workshop to be conducted by Dr. Durgesh Tripathi (USMC) alongwith NIEPA for sensitising faculty about the e-resources and for recording of lectures through mobile phones and other digital devices has been approved and shall be scheduled upon confirmation of date from resource person.</li><li>Workshop on QS Rankings has been conducted in the University on May 28, 2019 for Deans, Directors and Branch Heads of the University.</li></ol>

<p>6. To discuss about undertaking various initiatives for managing the growing Alumni base of the University for Better Linkages and academic endeavours.</p>	<p>A committee has been proposed for approval of the competent authority to draw Requirement Specification for the development of online Alumni Portal. The committee will also look into mechanisms for receiving financial grants from Alumni for supporting developmental activities of the University such as Special Chairs, Sponsorships, etc.</p>
<p>7. To consider initiatives for facilitating differently abled students and other stakeholders.</p>	<p>The committee constituted for the purpose gave its recommendations which were approved by the Competent Authority. Director-Coordination has been nominated as a nodal officer/coordinator for handling the issues/facilitating the differently abled persons. This is aimed to enrich Higher education learning experiences of differently-abled persons through initiatives such as special toilets, facilitate admission, guidance and counselling and other general needs, etc.</p>
<p>8. To discuss about reviving the Coaching and Guidance classes for SC/ST students for competitive exams and higher education.</p>	<p>The classes can be conducted after exploring the grant-in-aid from the funding agencies such as UGC, etc. The matter is being taken up with UGC.</p>
<p>9. To discuss the recent decision of the UGC on recommendation of New Journal (from Affiliated Institutions) for inclusion in the UGC Approved List of Journals to Consortium for Academic and Research Ethics (CARE) by IQAC.</p>	<p>The committee constituted for the purpose to prepare guidelines to be adopted by IIQAC gave its recommendations which were approved by the Competent Authority. These guidelines will be adopted by the IIQAC Cell for forwarding the Journals to CARE UGC for inclusion in the approved list. These will also be uploaded on the website.</p>
<p>10. Any other agenda with the permission of the Chair.</p>	<p>----</p>

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

## ACTION TAKEN REPORT OF IIQAC MEETING HELD ON 23.07.2019

### **Agenda-wise Action Taken Report:**

1. To approve the minutes of the last meeting.	The minutes of the meeting as circulated to members of the last meeting 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 23.07.2019 will be placed on the Table.
3. To review the progress for 3rd Cycle of NAAC's Assessment and Accreditation of the University.	<p>The 2<sup>nd</sup> Cycle of NAAC Accreditation was upto 24<sup>th</sup> October 2018.</p> <p>Based on interaction with the Hon'ble Vice Chancellor, action points for preparation of NAAC were sent to all Deans/Directors on 05.09.2019. Reminders were sent for Compliance by all USS alongwith status report on 30.09.2019. Information is awaited. After the Academic Audit is carried out, the collection and consolidation of data shall be undertaken.</p> <p>The work towards the same is being undertaken to apply for the same at the earliest.</p>
4. To discuss the status of Academic Audit of USS.	The approved Academic Audit proforma has been sent to all the Schools in both the hard copy and soft copy (excel format) to compile and fill the data for the year 2017-18 and 2018-19. The expert teams have been intimated to visit the Schools and complete the process at the earliest once the data preparation is over. Tentative plan is to finish all by December 2019.
5. To discuss about organising quality oriented activities in University for next quarter.	<p>The workshop "Why Quality Initiatives fail? The way forward" was conducted by IIQAC on 20.09.2019 by Major General N.K. Dhir, Convenor-Indian Standard on QMS.</p> <p>Workshop on "Creation and use of Open Educational Resource (OER's)" such as e-PG Pathshala, MOOC, NPTEL, etc. and recording of lectures through mobile phone and other digital devices successfully conducted on 11.10.2019 by Resource Person</p>

	Prof. K Srinivas, Head ICT and Projects, NUEPA alongwith Dr. Durgesh Tripathi, USMC and National coordinator for MOOCs. Remaining workshops have also been planned in the months of October/November 2019.
6. The web link for feedback from stakeholders to be put on the University Website	<p>a. The web link has been created both for online and offline collection and analysis of the feedback from stakeholders.</p> <p><a href="http://www.ipu.ac.in/ddnaacmain.php">http://www.ipu.ac.in/ddnaacmain.php</a></p> <p>b. The USS Deans have been requested to conduct quality related activities based on specific needs of the School.</p>
7. Any other agenda with the permission of the Chair.	----

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