The ICFAI University
Dehradun

(Established under Section 4(2) of
The ICFAI University Act, 2003)

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Minutes of the 17th Meeting of the Internal Quality Assurance Cell (IQAC) of the ICFAI University, Dehradun held on June 19, 2024 at 11:00 hrs. in Board room, IUD

Members present:

Prof. (Dr.) Ram Karan Singh (Vice-Chancellor)	Chairman
Prof. (Dr.) Arun Kumar Singh (Director, IQAC)	Member
Mr. Amit Kumar Bera (Deputy Director, IQAC)	Member
Prof. Latha Pillai (Senior Advisor, ICFAI Group) (through video conferencing)	Member
Prof. T.S Rama Krishna Rao (Dean, Accreditation IBS) (through video conferencing)	Member
Prof. Tapan Kumar Chandola (Dean, ILS)	Member
Prof. Santanu Roy (Director, IBS)	Member
Dr. Sanjeev Kumar (Associate Dean, ITS)	Member
Dr. Meena Bhandari, (Dean/In-charge, IEd.S)	Member
Dr. Monica Kharola (Associate Dean, ILS) (through video conferencing)	Member
Mr. Abhinav Joshi (Student Nominee) (through video conferencing	Member
Ms. Pratima Menon (Nominee from local Society) (through video conferencing)	Member

Special Invitees:

Dr. Alka N. Choudhary (Principal, ICFAI School of Pharmaceutical Sciences)
Mr. Aatm Prakash Rai (Deputy Controller of Examinations)

The 17th meeting of the Internal Quality Assurance Cell (IQAC) commenced with a warm welcome from the Chairman, who extended greetings to all the esteemed members present. The meeting was graced by the presence of the members and invitees, contributing to a diverse and knowledgeable assembly.

During the meeting, the Chairman informed all members that the University is opening a new school named the ICFAI School of Pharmaceutical Sciences. The Chairman also mentioned that the University is awaiting a peer team visit for the Pharmacy Council of India (PCI) approval. Various items were deliberated upon, duly notified, and subsequently approved during the course of the meeting.

17.01 Grant of Leave of absence, if any

The following members were unable to attend the meeting: Dr. Ramesh Chand Ramola (Registrar), Mr. Manohar Sisodiya (Deputy Librarian), Mr. Mohit Kumar Arya (IT Coordinator), Dr. Puneet Kumar Gupta (Research Coordinator), Mr. G. F. Chakravarthi (Controller of Examinations), Ms. Neetu Jaitely (Stakeholders Nominee), Ms. Megna Sharma (Nominee from Alumni), Adv. Meenakshi Yadav (Nominee from Employers), and Mr. Ritesh Dhiman (Nominee from Industry). In acknowledgment of their unavoidable absence, leave of absence was granted.

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17.02 Confirmation of the Minutes of the 16th Meeting of the IQAC

The minutes of the 16th Meeting of the Internal Quality Assurance Cell (IQAC) of The ICFAI University, Dehradun, held on February 12, 2024, were confirmed during the 17th IQAC meeting. Members emphasized the importance of timely implementation of all the points discussed in the previous meeting. The minutes were approved by all members.

17.03 Follow up Action on the Minutes of the 16th Meeting of the IQAC

The IQAC members expressed appreciation for the proactive efforts undertaken in response to the valuable inputs provided by esteemed members. These commendable initiatives included:

a) Establishing semester-wise feedback analysis across all schools in accordance with NAAC guidelines.

b) All schools actively organized and participated in various events and activities related to Sustainable Development Goals (SDGs), both within and outside the campus.

c) Implementing SOP for credit transfer of certificate courses/SWAYAM/NPTEL to secure full marks, as per NAAC benchmarks.

d) Implementing various Standard Operating Procedures (SOP) developed by IQAC across all schools.

e) The university procured advanced smart boards/ACS to establish smart classrooms to take the teaching learning process to next level.

The IQAC made several recommendations for the University's continuous improvement: 1. The University should promote the Indian Knowledge System (IKS) by incorporating it into the curriculum. 2. A credit transfer policy should be developed by the university at the earliest convenience. 3. All schools should plan for students to complete two SWAYAM/NPTEL courses per academic year, with one course each semester, adhering to the university's SOP for MOOC courses. Additionally, faculty members may register for online courses to upgrade their skills and enhance their expertise in their specific or other domains. 4. Additionally, members suggested studying the new Binary Accreditation System and preparing accordingly for the upcoming NAAC evaluation.

17.04 Metric Wise Progress Report *(Binary Accreditation Framework)*

The IQAC presented a Metric Wise Progress report aligned with the draft Binary Accreditation Framework, conducting a comprehensive analysis of the institution's current status across the ten attributes outlined by NAAC in preparation for the upcoming accreditation. The discussion delved into attribute-wise insights for each metric, offering a detailed overview and soliciting valuable inputs for strategic enhancement. This detailed progress report serves as a foundational document for informed decision-making and proactive measures aimed at elevating the institution's standing in alignment with NAAC standards.

The members of the IQAC expressed appreciation for the detailed presentation of progress metric-wise. They further recommended the following actions:

1. Faculty should attend training programs organized by UGC/AICTE on a regular basis, as per metric 2.4.

2. The university should identify the average research resources on each item over the last three years, as per metric 3.3.
3. The university has established a Standard Operating Procedure (SOP) regarding Continuous Evaluation System and is implementing it, as per metric 5.5.
4. The university should develop an Institutional Development Plan for 10 years, as per metric 7.1, following the latest circular provided by UGC.
5. The IQAC should actively involve in Quality Assurance events/activities regularly, as per metric 7.3.
6. The IQAC should remain active in the implementation of Statutory Compliance and public disclosure, as per metric 7.4.

17.05 IQAC Progress Report

The IQAC informed members about the successful implementation of its Vision and Mission. This included several significant initiatives:
a) Establishment of Standards of Procedure (SOP) for Slow & Advanced Learners.
b) Guidelines for Value Added Courses.
c) Restructuring of Stakeholders Feedback Form.
d) Academic & Administrative Audit.

Furthermore, the institution demonstrated its commitment to fostering a diverse and inclusive environment through the establishment of:
a) Women's Cell.
b) Students Grievance Cell.
c) Anti-Discrimination Cell.

In an effort to promote a culture of research and innovation, the IQAC in support with Research and Development Cell of the university introduced:
a) Policy & Standard Operating Procedure for Seed Money Funding for Research Projects.
b) Guidelines for Preparing Course Files.
c) Guidelines for Dean's List SOP.
d) SOP for MOOCS Courses.
e) Articulation Matrix CO-PO-PSO Mapping with Bloom's Taxonomy & Learning Evaluation.
f) Event Calendar & Guidelines – SDGs.

All these initiatives underwent meticulous scrutiny and received approval from the Academic Council, Board of Management, and Board of Governors. The members expressed their appreciation to the IQAC for its dedicated efforts and successful initiatives.

17.06 Other Information Items

The members recommended the following points:
a) The university should actively upload all documents on its website on a regular basis.
b) The Student Record Department (SRD) should prepare a list of active students and alumni, including organisation name, phone numbers and email IDs, for the last three years to gather data as per metric 8.7 Learning Experience (Student/Alumni).
c) The university should register with the UGC UTSAH Portal to effectively track and support the implementation of the National Education Policy, 2020. This

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portal provides detailed information about UGC's initiatives for qualitative reforms in higher education. Additionally, the Regulations, Guidelines, and Frameworks issued by the UGC should be readily available through a hyperlink for the information of all stakeholders.

d) The university should also focus on attribute 9, Research and Innovation Outcomes, to achieve higher scores in the upcoming accreditation.

e) The university should ensure that all patents are granted to achieve full marks and upload them on the specific government portal.

17.07 Any Other Items

The members extended their congratulations to the IQAC for its commendable efforts in the right direction. Regarding the submission of the Annual Quality Assurance Report (AQAR), the IQAC confirmed that the university submitted the report for the Academic Year 2022-23 on May 15, 2024.

Additionally, it was informed to the members that the NAAC Certificate is valid until January 07, 2025. In lieu of this, the committee members suggested deciding to apply for the NAAC second cycle in November 2024. Before that, the university should prepare all the metrics as per the Binary Accreditation Framework.

17.08 Date for the Next meeting

It was agreed that the date of the next meeting will be fixed in consultation with the Chairman and will be intimated later.

The meeting concluded with a vote of thanks to the chair.

Prof. (Dr.) Ram Karan Singh
Chairman

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