

The ICFAI University, Dehradun
Minutes of Meeting of IQAC

Third IAQC meeting was held on September 19, 2017 (Saturday) under the chairmanship of Honorable Vice Chancellor, IUD. The following members were present in the meeting:

- Prof. (Dr.) Pawan K. Aggarwal (Vice Chancellor, IUD)
- Col. (Retd.) A. K. Datta (Registrar, IUD)
- Prof. (Dr.) H. M. Mittal (Dean, ILS)
- Prof. (Dr.) Sandip Vijay (Associate Dean, ITS)
- Prof. Puneet Garg (In-charge, IBS)
- Prof. Sarita Negi (In-charge, IEdS)
- Dr. Abhay Tiwari (Assistant Professor, IBS)
- Dr. Rakesh Pandey (Assistant Professor, ITS)
- Prof. Amit Das (Assistant Professor, ITS)
- Prof. Raghvendra Sharma (Assistant Professor, IBS)

Agenda:

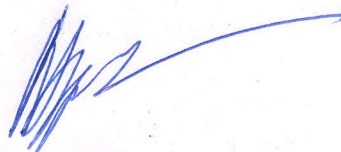
1. Deadline for collection of departmental data.
2. Administrative arrangements for Continuous functioning of NAAC/IQAC.
3. Roadmap for fixation of deadlines for all seven parameters of NAAC.
4. Infrastructural/ manpower requirements.
5. Any other items, with the permission of Chair.

Minutes of meeting:

1. Chairman welcomed the members for the meeting.
2. Chairman suggested that all the Dean/In-charges of schools fill the self study reports for their schools and submit these to Dr Sandip Vijay by September 21, 2017.
3. It is decided that each department head will form and notify subcommittees in consultation with concerned faculties to collect required data for NAAC. Respective Dean/In-charges of Schools will assign the work to subcommittees and coordinate the inputs of all the subcommittees.
4. It is decided that 25 copies of curriculum and syllabus along with academic regulation should be printed (05 Library, 05 Registrar Office, 05 respective school, 05 NAAC office and 05 extra) for each of the school for maintaining records.
5. It is decided to constitute a committee to compile the curriculum, syllabus and academic regulation for each of the academic programs, produce the progression report for the last five years and suggest new electives for the future. The committee will also prepare the write up on process of syllabus revision.

The syllabus committee is constituted as follows:

- Prof. Puneet Garg (IBS), Chairperson
- Prof. Aseem Paliwal (ILS), Member
- Prof. Vipin Patat (ITS), Member
- Prof. Atulya Verma (IEdS), Member



6. The Dean/In-charges of schools are advised to motivate their faculty members to write major/ minor projects to obtain funding from internal/external agencies. Faculty members should seriously take this matter and produce the results.

7. Research and Consultancy Cell (RCC) of the IUD is reconstituted with the following composition:

- Dr. Abhay Tiwari (IBS), Chairperson
- Dr. Manish Srivastava (IBS), Member
- Prof. Amit Das (ITS), Member
- Dr. Ashish Sharma (ITS), Member
- Dr. Sushant Sadangi (ILS), Member
- Prof. Sarita Negi (IEdS), Member

8. The Entrepreneurship and Incubation Cell (EIC) of IUD is reconstituted with the following composition:

- Dr. Ashish Sharma (ITS), Chairperson
- Dr. V N Saxena (IBS), Member
- Prof. Sunil Kumar (ILS), Member
- Prof. Sarita Negi (IEdS), Member

9. It is decided that there will be a separate room for NAAC office with an experienced office executive, who will keep record of all the documents being submitted to the NAAC office.

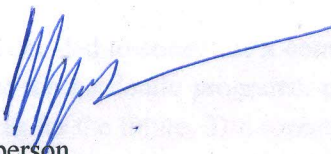
10. Vice Chancellor suggested that IEds BOS should be reconstituted with the objective of preparation of curriculum and syllabus for each of the new programs being proposed under IEdS.

11. Honorable Vice Chancellor advised In-charge IBS to prepare for NBA accreditation for MBA.

12. Prof. Raghvendra Sharma (Assistant Professor, IBS) should be adopted as IQAC Committee member.

13. It is decided to have the next meeting on September 21st, 2017 (Thursday) at 03:30 PM in the VC's conference hall.

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



Chairperson

The ICFAI University, Dehradun
Minutes of Meeting

A meeting was held on October 9, 2017(Monday) under the chairmanship of Honorable Vice Chancellor, IUD. The following were present in the meeting:

- Prof. (Dr.) Pawan K. Aggarwal (Vice Chancellor, IUD)
- Col. A K Dutta (Retd.) (Registrar, IUD)
- Prof.(Dr.) H.M. Mittal (Dean, ILS)
- Prof. (Dr.) Sandip Vijay (Associate Dean, ITS)
- Prof. Puneet Garg (In-charge, IBS)
- Prof. Sarita Negi (In-charge, IEdS)
- Mrs. Monica Kharola (Academic Coordinator, ILS)
- Mr. G.F.Chakravarthi (Academic Coordinator, ITS)

Minutes of meeting:

Chairman welcomed all the officials for the meeting and the following decisions were taken

1. Prof. Sarita Negi will coordinate Mr. Sonam Wangchuk's talk in the auditorium, on October 9,2017. All the faculty members not involved in any specific activity should be available during the talk, and fifth year law students should be brought to the auditorium by the concerned faculty members by 2.15 p.m. The talk will be recorded for the benefit of other students.
2. Classes for part time Ph.D students will be conducted during winter and summer breaks for 15 days continuously. Winter and summer sessions may be notified as December-January and May-June respectively.
3. Registrar may contact the central marketing officials to obtain copies of posters of ILS & ITS, and fliers for display in the university and other locations to influence our admissions.
4. Registrar may notify the composition of Admission Office that may comprise One In-charge admissions, One Admission Officer, Two Counselors, Two marketing persons and one office boy.
5. Admission officer will be hired on full time basis and Dr. Vishal Gupta, Professor, ITS may be given the responsibility of In-charge admissions.
6. Registrar should notify Admission Office rooms/cabins and make it operational within a week.
7. The university officials should send their suggestions regarding strategies for admission to Dr. Sandip Vijay with a copy to the Registrar and the Vice Chancellor.
8. SRD In-charge has requested for one Office Executive.
9. Registrar may issue a notice for obtaining Aadhar card details of students, which are required for degree certificates and NAAC accreditation.


12/10/17

10. Dean/In-charges will send the names of faculty members to the Registrar who will serve as admission coordinators with the Admission Office for the respective schools.
11. Central Examinations Office (CEO) shall comprise one Controller of Examinations (COE), one Deputy Controller of Examinations (DCOE) and two office executives. Deans/ In-charges should send the names of faculty coordinators for their respective schools.
12. CEO should be set up in Room No C-204.
13. IQAC office should be set up in Room No B-101. Registrar may create the necessary infrastructure and fill the various position of IQAC, on urgent basis, for the smooth conduct of activity of IQAC.
14. Deans/ In-charges expressed that funds allocated funds for stationary is not adequate for different schools. They have been advised to send their required budget with justification to the registrar with a copy to the VC.
15. Deans/ In-charges referred to the suggestions given by Dr. C. D. Suntha, NAAC coordinator, Uttarakhand during the FDP conducted during September 22–23, 2017. He has given many suggestions for different schools which need to be put together and action taken on those points. VC requested the Deans / In-charges of schools to send those points to the registrar with a copy to the VC by October 11, 2017.
16. Deans / In-charges should send the format of certificate for FDP to the registrar who will develop the standard format for all Schools.
17. The coordinator of the FDP on NAAC accreditation, conducted during September 22-23, 2017 should issue the certificates to the participants only, at an early date.
18. ILS library staff should comprise of One Assistant Librarian, One Library Assistant and One office boy.
19. We should get five daily news papers for the ILS library as per the email sent by Dean-ILS to the Registrar.

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


12/10/17
Chairperson

Minutes of the meeting of IQAC held at 2 P.M. on Thursday, January 3, 2019 at IQAC Conference Room No. B101, IUD, Dehradun

Members Present:

Prof.Dr.Muddu Vinay
Maj.Dr.V.N.Saxena IQAC Coordinator
Dr. Rakesh Pandey
Dr. Ashish Singhal
Dr.Amit joshi
Dr.Anurag Aeron
Dr. Sushant Kumar Shadangi
Mr.Raghuvendra Sharma
Mr.Sanjeev kumar
Ms. Monika Kharola
Mr. Raghvendra Sharma
Ms. Sarita Negi, IEd.S
Mr. G.F.Charavarthy , ITS
Mr.Amit Das

Not Present:

Prof.Dr.P.K.Agarwal ,VC
Dr. P.K.Mandal On leave
Brig.Rajeev Sethi On leave

1. The Pro Vice Chancellor explained and elaborated the sequential steps of the NAAC process along with the fee details to all the members.
2. Maj.Dr.V.N.Saxena initiated the NAAC Criteria's.
3. The Pro Vice Chancellor reconstituted the Core Committee for NAAC consisting of the following members:
Maj.Dr.V.N.Saxena NAAC Coordinator.
Dr.Rakesh Pandey
Mr.Sanjeev kumar
Dr.Anurag Aeron
Mr. G.F.Charavarthy
Mr.Amit Das
Mr.Sanjeev kumar
4. There will no change in Departmental committee's of NAAC
5. The NAAC Criteria's were allocated as follows:

Criteria 1) Ms. Sarita Negi IEDs

Criteria 2- Mr. G.F.Charavarthy , ITS
Dr.Rakesh Pandey
Mr.Sanjeev kumar
Dr.Anurag Aeron
Mr.Amit Das

Criteria 3- Ms. Monika Kharola,ITS
Dr. Sushant Kumar Shadangi
Dr. Ashish Singhal

Criteria 4- Brig Rajeev Sethi
Dr.Amit Joshi
Mr.Raghvendra Sharma

Criteria 5- Mr. G.F.Charavarthy , ITS
Dr.Rakesh Pandey
Mr.Sanjeev kumar
Dr.Anurag Aeron
Mr.Amit Das

Criteria 6- Ms.Sarita Negi
Ms. Monika Kharola,ITS
Dr. Sushant Kumar Shadangi
Dr. Ashish Singhal

Criteria 7- Dr.Amit Joshi
Mr.Raghvendra Sharma

6. The committee finalized the time lines for the Completion of Pre-Qualifier SSR draft report as given below:
Pre-Qualifier 25th Jan 2019
SSR Draft copy – 31st Jan 2019
7. Regular Meetings of NAAC to access the progress of the work done under each of the 7 Criteria's for Pre-Qualifier and SSR will be done on Wednesday and Friday of every week. And the final draft of the Pre-Qualifier should be ready by 25th and the draft copy of the SSR should be ready by 31st of January 2019
8. The progress report of all the Criteria's is to be presented on each subsequent meeting to be held every Wednesday and Friday every week.

9. The next meeting of the IQAC for NAAC progress work will be held on 5th January 2019 at IQAC Cell of IUD, Room No- B101 at 4:30P.M.

IQAC Coordinator

3 January, 2019

Minutes of the meeting of IQAC held at 4.30 P.M. on Saturday, January 5, 2019 at IQAC Conference Room No. B101, IUD, Dehradun

Members Present:

Prof.Dr.Muddu Vinay
Maj.Dr.V.N.Saxena IQAC Coordinator
Dr. Rakesh Pandey
Dr. Ashish Singhal
Dr.Anurag Aeron
Dr. Sushant Kumar Shadangi
Mr.Sanjeev Malaviya
Ms. Monika Kharola
Ms. Sarita Negi, IEd.S
Ms.Atulya Verma
Mr. G.F.Charavarthy , ITS
Mr.Amit Das
Mr. _ Thapa (official AR)

Not Present:

Prof.Dr.P.K.Agarwal ,VC
Dr. P.K.Mandal On leave
Brig.Rajeev Sethi On leave

1.The progress made in the collection and collection and collation of data under the various Criterion's was given by the NAAC team Members;-

The Pro Vice Chancellor explained and elaborated the sequential steps of the NAAC process along with the fee details to all the members.

2.Maj.Dr.V.N.Saxena initiated the NAAC Criteria's.

3.The Pro Vice Chancellor reconstituted the Core Committee for NAAC consisting of the following members:

Maj.Dr.V.N.Saxena NAAC Coordinator.
Dr.Rakesh Pandey
Mr.Sanjeev kumar
Dr.Anurag Aeron
Mr. G.F.Charavarthy
Mr.Amit Das
Mr.Sanjeev kumar

4. There will be no change in Departmental committee's of NAAC

5. The NAAC Criteria's were allocated as follows:

Criteria 1-Data collection is being done , content with documentation is to be given by each school.

Ms. Sarita Negi(IEDs) requested for two faculty members to assist her in criteria 1. This was readily approved by the ProVC. And Ms.Devanjali and Ms. Aditi singha, Ms.Atulya Verma have been made a part of the NAAC team for criteria 1.

Criteria 2-In this criteria,50% of the documentation is complete and a few of contents are to be dedicated.

Mr. G.F.Charavarthy , ITS
Dr.Rakesh Pandey
Dr.Anurag Aeron
Mr.Amit Das

Criteria 3-Data received from IBS,ILS,and ITS.And data from B.ed is to be collected.

Ms. Monika Kharola,ITS
Dr. Sushant Kumar Shadangi
Dr. Ashish Singhal

Criteria 4- In this Criteria,About 80% of the work is completed and a few of the content for the remainder 20% are to be dedicated.

Brig Rajeev Sethi
Dr.Amit Joshi
Mr.Raghvendra Sharma

Criteria 5-In this criteria,work in progress.

Mr. G.F.Charavarthy , ITS
Dr.Rakesh Pandey
Mr.Sanjeev kumar
Dr.Anurag Aeron
Mr.Amit Das

Criteria 6- In this criteria,work in progress,and Supporting documentation is being completed.

Ms.Sarita Negi
Ms. Monika Kharola,ITS
Dr. Sushant Kumar Shadangi
Dr. Ashish Singhal

Criteria 7-data for water harvesting ,and waste Management disposal is to be collected from the
Dr.Amit Joshi

Mr.Raghvendra Sharma

6. The committee finalized the time lines for the Completion of Pre-Qualifier SSR draft report as given below:

Pre-Qualifier 25th Jan 2019

SSR Draft copy – 31st Jan 2019

7.Regular Meetings of NAAC to access the progress of the work done under each of the 7 Criteria's for Pre-Qualifier and SSR will be done on Wednesday and Friday of every week. And the final draft of the Pre-Qualifier should be ready by 25th and the draft copy of the SSR should be ready by 31st of January 2019

8.The progress report of all the Criteria's is to be presented on each subsequent meeting to be held every Wednesday and Friday every week.

9.The next meeting of the IQAC for NAAC progress work will be held on 9th January 2019 at IQAC Cell of IUD, Room No- B101 at 4:30P.M.

IQAC Coordinator

5 January, 2019

Minutes of the meeting of NBA held at 4 P.M. on Friday, January 4, 2019 at VC's Conference Room , IUD, Dehradun

Members Present:

Prof.Dr.P.K.Agarwal ,VC Chairperson
Prof.Dr.Muddu Vinay
Maj.Dr.V.N.Saxena IQAC Coordinator
Dr. Ankita Srivastav
Dr. Imran
Dr.Amit joshi
Dr.P.K Gupta
Dr. Neeraj Jain
Dr.Rashmi Chaudhary
Mr.Raghuvendra Sharma
Mr.Sanjeev Malaviya
Ms. Sonia Ghambhir

Not Present:

Brig.Rajeev Sethi On leave

1. The Pro Vice Chancellor introduced the final SAR report to the members present and praised the hard work done by all the faculty members to have met the deadline in the preparation of the SAR report.
2. The faculty members responsible for the different criteria presented their part of the SAR report.
3. The various suggestions given by the Vice Chancellor were discussed and noted for incorporation in the SAR report.
4. The Vice Chancellor congratulated the IBS team for NBA on the good report they had prepared and presented.
5. It was decided that the SAR report after the incorporations of the suggestions given by the Vice Chancellor will be uploaded by February 1st week.
6. The portion of the Part B -SAR report which was to be done by Dr Vikas Tyagi will now be done by Mr.Sanjeev Malaviya, Dr.Puneet Gupta and Dr.V.N.Saxena. The deadline for its completion is 17 Jan 2019.

IQAC Coordinator

4 January 2019

Minutes of the meeting of IQAC held at 4.30 P.M. on Saturday, January 5, 2019 at IQAC Conference Room No. B101, IUD, Dehradun

Members Present:

Prof.Dr.Muddu Vinay
Maj.Dr.V.N.Saxena IQAC Coordinator
Dr. Rakesh Pandey
Dr. Ashish Singhal
Dr.Anurag Aeron
Dr. Sushant Kumar Shadangi
Mr.Sanjeev Malaviya
Ms. Monika Kharola
Ms. Sarita Negi, IEdS
Ms.Atulya Verma
Mr. G.F.Charavarthy , ITS
Mr.Amit Das
Mr. B.B. Thapa

Not Present:

Prof.Dr.P.K.Agarwal ,VC
Dr. P.K.Mandal On leave
Brig.Rajeev Sethi On leave

1. The NAAC team Members gave the progress made under the Criteria's allotted to them for collection and collation of data; as follows:

Criteria 1 -Data collection is being done, content with documentation is to be given by each school. Ms. Sarita Negi requested for two faculty members to assist her in criteria 1.This was readily approved by the Pro Vice Chancellor and Ms. Devanjali and Ms. Aditi Singhal, have been made part of the NAAC team for criteria 1.

Criteria 2 -In this criteria, 50% of the documentation is complete and a few contents are to be edited.

Criteria 3 -Data is received from IBS, ILS and ITS, data from IEdS is to be collected.

Criteria 4 - In this Criteria about 80% of the work is complete and a content for the remainder 20% is under process.

Criteria 5 -For this criteria work is in progress.

Criteria 6 - In this criteria work is in progress and supporting documentation is being completed.

Criteria 7 -Data for Water Harvesting and Waste Management disposal is being collected from Project

Engineer

2. The Pro Vice Chancellor was satisfied with the progress made and encouraged the NAAC team members to submit the criteria allotted to them within the deadline.
3. The next meeting of the IQAC for NAAC progress work will be held on 9th January 2019 at IQAC Cell of IUD, Room No- B101 at 4:30P.M.

IQAC Coordinator

5 January, 2019

Minutes of the meeting of IQAC held at 4.30 P.M. on Wednesday, January 9, 2019 at IQAC Conference Room No. B101, IUD, Dehradun

Members Present:

Prof.Dr. P.K Agarwal

Prof.Dr.Muddu Vinay

Maj.Dr.V.N.Saxena IQAC Coordinator

Dr. Rakesh Pandey

Dr. Ashish Singhal

Dr.Anurag Aeron

Mr. Sanjeev Kumar

Mr. Raghawendra Sharma

Mr.Sanjeev Malaviya

Ms. Monika Kharola

Ms. Sarita Negi, IEdS

Ms.Atulya Verma

Mr. G.F.Charavarthy , ITS

Mr.Amit Das

Mr. B.B. Thapa

Not Present:

Dr. P.K.Mandal On leave

Brig.Rajeev Sethi On leave

Dr. Sushant Kumar Shadangi On leave

1. The NAAC team Members gave the progress made under the Criteria's allotted to them for collection and collation of data; as follows:

Criteria 1 -Data collection is being done, content with documentation is to be given by each school. Ms. Sarita Negi requested for two faculty members to assist her in criteria 1.This was readily approved by the Pro Vice Chancellor and Ms. Devanjali and Ms. Aditi Singhal, have been made part of the NAAC team for criteria 1.

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Criteria 5 -For this criteria work is in progress.

Criteria 6 - In this criteria work is in progress and supporting documentation is being completed.

Criteria 7 -Data for Water Harvesting and Waste Management disposal is being collected from Project Engineer

2. The Pro Vice Chancellor was satisfied with the progress made and encouraged the NAAC team members to submit the criteria allotted to them within the deadline.
3. The next meeting of the IQAC for NAAC progress work will be held on 11th January 2019 at IQAC Cell of IUD, Room No- B101 at 4:30P.M.

IQAC Coordinator

9 January, 2019