

	INTER OFFICE MEMO	Sheet 1 of 1
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From: Director-IQAC

To: All IQAC Members & Special Invitees
CC: Hon'ble GB

28 Nov. 2017

**MINUTES OF 8TH IQAC MEETING, HELD ON 25 NOV 2017 (SATURDAY)
AT 10:30 A.M. IN THE CONFERENCE ROOM**

1. The Eighth meeting of the Internal Quality Assurance Cell (IQAC), Post NAAC accreditation held on **25th Nov. 2017 (Saturday)** at **10:30 A.M.** in the Conference Room.
The following members attended the meeting:-

1.	Prof. Prem Vrat (Pro-Chancellor)	Chairperson
2.	Prof. Swaran Ahuja (Dean Academics)	Member
3.	Prof. Ramaseshan Narasimhan (Dean-SOM)	Member
4.	Dr. Kanu Priya (HOD-School of Law) (Leave of absence, Ms. Archana Sarma attended the meeting)	Member
5.	Dr. Bharti Arora (Dy. Dean – RDIL)	Member
6.	Dr. Sharda Vashisth (HOD EECE)	Member
7.	Dr. Kavita Khanna (HOD CSE & IT) (Leave of absence, Dr. A. Charan Kumari attended the meeting)	Member
8.	Ms. Purnima Bajpai in absence of Officiating HoD - CE	Member
9.	Dr. Ambika (HoD-APS) (Leave of absence)	Member
10.	Dr. Phool Singh (Dy. Dean – Academics, UG) (Leave of absence, Mr. Manoj Gopaliya attended the meeting)	Member
11.	Dr. Anjali Garg (Dy. Dean - PhD Programme) (Leave of absence)	Member
12.	Wg. Cdr. Manohar Vasudev (Retd.) (COE)	Member
13.	Ms. Deepika Deswal (Dy. Manager – HR) (Ms. Roshini Deka attended the meeting in the absence of Dy Mgr HR)	Member
14.	Mr. R.B. Madhekar (CEO, RBMSS Consultancy), Ind. Expert	Member
15.	Mr. Kashish Jhamb (Alumni) (Leave of absence)	Member
16.	Col. Bikram Mohanty (Retd.) (Registrar)	Member
17.	Aadish Goel (15CSU001) 9050111046 (aadishgoel2013@gmail.com) (Leave of absence)	Students Representative
18.	Arohi Kashyap (14LLB008) 9958200815 (arohi.kashyap@hotmail.com)	Students Representative
19.	Mr. B.K. Gupta (Director - SPA) (Leave of absence)	Special Invitee
20.	Prof. Ravindra Ojha (Director, SOET)	Director-IQAC

2. The Agenda of the meeting shall be as under:

Welcome address by Chairman

The Chairperson welcomed all the members to the eighth meeting of IQAC post NAAC accreditation. Thereafter, he requested the Director-IQAC to proceed with the agenda of the meeting.

The Chairman expressed the strong need for a greater degree of presence in the meeting followed by active participation and constructive contribution for improving the quality of systems/ processes in the university.

ITEM NO. 1: Confirmation of the Minutes of the Seventh Meeting of IQAC, held on 2nd Sept'17. Minutes of Meeting attached as Annexure – 1.

The key action points of the last meeting were reviewed. The following action points were agreed:-

<p>i. The progress made in the functioning of NCUTU was shared (attached). NHC was added to the existing empanelment list. Positive progress has been made with MCG. The Chairman very clearly informed the team that ensuring ethics in conducting the test and reporting is mandatory.</p>	<p>CE Dept. Coordinator</p>
<p>ii. A large scale HR conclave with reputed companies to be conducted in the fourth week of Jan'18. The planning details for Jan'18 HR conclave to be shared in the next 2 weeks.</p>	<p>Dir SPA & Dean SOM Dec'17</p>
<p>iii. HR related issues pending from last 3 meetings: –</p> <ul style="list-style-type: none"> • Faculty: Student- ratio (FSR) and the Cadre ratio which is currently unhealthy need immediate focus. The specific action plan to bridge the gap needs to be shared. • A benchmark on people related processes (FSR/ Compensation/ stability tenure/ retention rate/ research funding/ ratio FT:PT/ Leaves etc.) with better Universities near around like BML, Amity and OP Jindal to be compiled and shared. • Make the Grade-B position more attractive for best brains to opt for it. A proposal to be made and shared. • Revisit the Appraisal format for improvement by aligning it with the key factors of NIRF and other feedbacks. 	<p>Registrar & Dy. Mgr. HR/ Jan'18</p>
<p>iv. The recommendation regarding reviewing the program wise variations and excessive number of courses taught in 1st and 2nd semesters was</p>	<p>Dean (Acad)</p>

<p>shared by the Dean (Aca) (attached). 10 common courses plus 2 departmental courses have been frozen for the first year students (SOET). The approval through BOS to be ensured by the respective HoDs before its implementation from 2018-19 sessions.</p> <p>Flexibility in the movement of exceptionally brilliant students (1st year) has also been recommended in the system.</p>	
<p>v. Updated Progress on '<i>Innovation and best practices</i>' of SOL was shared. The Chairman asked to revisit the presentation with a focus of putting forward the differentiating best practices only.</p> <p>SOL & SOM to send the progress on '<i>Innovation and best practices</i>' in the <u>next week</u>.</p>	<p>Dean (SOM) & Head SOL/ Dec'17</p>
<p>vi. In order to improve the 'perception' related score the following actions were suggested by the Chairman;-</p> <ul style="list-style-type: none"> - Conduct faculty satisfaction survey. - To also take the feedback from alumni to get a holistic picture for actioning. 	<p>Chairman (Acad.Sub-committee)/ Dec'17</p>
<p>ITEM NO. 2: Status of MoUs – Dy. Dean RDIL</p> <p>The progress made by the following 6 MoUs was shared by the respective coordinators:-</p> <ul style="list-style-type: none"> - Beijing Wave Spectrum (ME) - CADD Centre, M/s SeaFaradays India Pvt Ltd and M/s. G-Eng Advisory Services Pvt. Ltd (CE) - University of Regina (UoR) (M.Tech. Admissions) & University of Dayton, USA <p>The progress made in each MoUs was good except for UoR which needed more communication/ counselling to the students.</p> <p>The progress made by other MoUs to be shared in the next meeting.</p>	<p>Dy. Dean (RDIL)</p>
<p>The Registrar shared that there has been a MoU signed between ISRO and NCU. Dr Sharda & Dr Ambika would be leading this engagement from NCU and sharing the progress in the forthcoming meeting.</p>	<p>HoD ECE & APS/ Jan'18</p>
<p>ITEM NO. 3: Status of NIRF – Dean Academics.</p> <p>Dean (Acad) shared the highlights of NIRF report preparation. He also informed that the last date for sharing the data has been shifted from 23rd Nov to 8th Dec'17. He highlighted that the faculty strength has been an area to improve in the current year, however, all other indicators have shown improvement.</p>	<p>Dean (Acad)/ Dec'17</p>

