

INTER OFFICE MEMO

Sheet 1 of 1

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 **25**th **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:-

| agreed:- | |
|--|-------------|
| i. The progress made in the functioning of NCUTU was shared (attached). | CE Dept. |
| NHC was added to the existing empanelment list. Positive progress has | Coordinator |
| been made with MCG. | |
| The Chairman very clearly informed the team that ensuring ethics in | |
| conducting the test and reporting is mandatory. | |
| ii. A large scale HR conclave with reputed companies to be conducted in | Dir SPA & |
| the fourth week of Jan'18. | Dean SOM |
| The planning details for Jan'18 HR conclave to be shared in the next 2 | Dec'17 |
| weeks. | |
| iii. HR related issues pending from last 3 meetings: - | Registrar & |
| • Faculty: Student- ratio (FSR) and the Cadre ratio which is currently | |
| unhealthy need immediate focus. The specific action plan to bridge | Jan'18 |
| 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. | |
| iv. The recommendation regarding reviewing the program wise variations and excessive number of courses taught in 1 st and 2 nd semesters was | , , |

| 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. Flexibility in the movement of exceptionally brilliant students (1 st year) | |
| has also been recommended in the system. | |
| v. Updated Progress on 'Innovation and best practices' of SOL was | Dean (SOM) & |
| shared. The Chairman asked to revisit the presentation with a focus of | Head SOL/ Dec'17 |
| putting forward the differentiating best practices only. | Dec 17 |
| SOL & SOM to send the progress on 'Innovation and best practices' in | |
| the <u>next week</u> . | |
| vi. In order to improve the 'perception' related score the following actions | |
| were suggested by the Chairman;- | (Acad.Sub- committee)/ |
| Conduct faculty satisfaction survey. | Dec'17 |
| To also take the feedback from alumni to get a holistic picture for actioning. | |
| ITEM NO. 2: Status of MoUs – Dy. Dean RDIL | Dy. Dean |
| The progress made by the following 6 MoUs was shared by the respective | (RDIL) |
| coordinators: 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 The progress made in each MoUs was good except for UoR which needed | |
| more communication/ counselling to the students. | |
| | |
| The progress made by other MoUs to be shared in the next meeting. The Registrar shared that there has been a MoU signed between ISRO and | HoD ECE & |
| NCU. Dr Sharda & Dr Ambika would be leading this engagement from NCU | APS/ Jan'18 |
| and sharing the progress in the forthcoming meeting. | |
| ITEM NO. 3: Status of NIRF – Dean Academics. | Dean (Acad)/ |
| Dean (Acad) shared the highlights of NIRF report preparation. He also | Dec'17 |
| informed that the last date for sharing the data has been shifted from 23 rd | |
| Nov to 8 th 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. | |

| | M NO. 4: Status of AQAR report 2016-17 – Dir. SOET e consolidated AQAR report which has already been sent and uploaded | DSOET | |
|--------|--|----------------|-----------|
| | NCU website was presented and a copy given to the Registrar. | | |
| | M NO. 5: Any other point with the permission of the Chair. | | \dashv |
| | The Chairman suggested inviting alumni by rotation from different | Registrar | |
| u. | schools/ dept. | Registrar | |
| - | · | | |
| D. | Mr. RB Madhekar (CEO, RBMSS Consultancy), Ind. Expert shared the | | |
| | growing need for the 4 th revolution in Industry- Manufacturing 4.O. He | | |
| | offered his service for conducting an awareness session for the topic for | | |
| | the University. | | |
| c. | The Registrar shared the following reporting matters:- | | |
| _ | Joining of the new VC Prof. H.B. Raghavendra on 4 th Dec'17. | | |
| - | The outstanding performance of our students from CSE Mr Pranav Jain in | | |
| | the Hack4Climate – The Scenic Crystal Cruise stopping by the UN Campus | | |
| | in Bonn, Germany. | | |
| - | The Convocation has been fixed for 20 th Dec'17 which will be graced by | | |
| | Hon'ble governor of Haryana. | | |
| d. | The Dean SOM attended the COLLOQUIUM of Vice-Chancellor's | Dean SOM | 1/ |
| | (Central Universities) at Narwal, on Theme: "Sharing Resource for | Jan'18 | |
| | Quality Higher Education and Research. The details are attached. The | | |
| | progress of the engagement model would be shared. | | |
| | e next IQAC meeting is expected to be held in the 4th week of Jan'18 with | | \exists |
| | following tentative agenda:- 1. Paviow of the last meeting's minutes. | DSOET | \dashv |
| | Review of the last meeting's minutes Status of MoUs | Dy Dean RDIL | \dashv |
| | Status of NIRF Status of HR related issues | Dean (Acad) | \dashv |
| | 4. Any other point with the permission of the Chair. | Registrar & HR | 1 |

Nou.

Prof. Ravindra Ojha Director - IQAC