Minutes of 1st meeting of IQAC

SGUV/ IQAC/2023-24/99   **Date: - 1st July 2023**

Subject: - Minutes of 1st IQAC meeting

1st Meeting of IQAC of session 2023-24 held on **1st July, 2023 at Conference Hall of Main Building from 11.00am to 1.00pm**

Hon'ble President and Chairperson (IQAC) Prof. (Dr.) Arunanshu Haldar, Hon'ble Pro-President, Registrar, Principals, Deans and Directors of all the Schools/ Department/ Centre, all committee heads and IQAC working committee members were present.

In the meeting the followings issues were discussed and resolved:

Agenda 1. Re-constitution of IQAC Core Committee

At the outset Prof. (Dr.) Arunansu Haldar, Hon'ble President, SGVU and Chairperson (IQAC), welcomed and greeted all the members for their presence and valuable suggestions and support in the ongoing NAAC visit related preparations. Dr. Ankur Jain (Director IQAC) formally announced the IQAC core committee and asked Deans/Principals/Heads to nominate students, alumni, and industry persons in the IQAC core committee.

Agenda 2. Preparation for NAAC team visit

- Director IQAC discussed complete plan of IQAC for document/files preparation at the School/ Department level, their verification, and final submission to IQAC office for NAAC team visit.
- IQAC team under the chairmanship of Prof. (Dr.) Yogesh Sharma (Advisor, IQAC), will visit to all School/ Department/ Centre to check the NAAC related preparations from 10th July- 22nd July, 2023 and will subsequently submit the deficiency report.
- Prof. (Dr.) Yogesh Sharma (Advisor, IQAC) insisted that files from the Schools/Department should be submitted to the IQAC office from where they can be referred for centralized document preparation as well as during NAAC team visit as per the requirement.
- Last date of File submission to IQAC office would be 30th July, 2023.

Agenda 3. IQAC Strategy / Initiatives for upcoming semester

- Discussions were held on the implementation of New Education Policy and CBCS, enhancing student and faculty enrollment in NPTEL courses, value added courses being offered at the university level, open to all the students.
- Each School/Department should offer at least 2 Value added courses for the coming semester which should be notified in the month of July.
- First and second year students should be involved in the small field projects/ research projects at the various Research Centers of the university.
- Curriculum Feedback Analysis and Action Taken Report of the Academic Year 2022-23 should be submitted to the IQAC office for website uploading.

- Department Academic Performance Committee (DAPC) Meeting should be held at least once in a semester and all notices, attendance and minutes should be duly maintained in the School/ Department.
- Specialized activities should be planned for Advance Learners i.e., participation in conference/ seminars/ training, research projects, or any other external academic activities.
- As per the distinctiveness of the University, theory classes should be regularly conducted in labs with the practical learning pedagogy along with the incorporation of ICT tools.
- Each activity at School/ department (teaching/laboratory/co-curricular/extra-curricular/ PT meetings) should be documented with geo-tagged photographs in recommended format.
- Calculation of CO-PO attainment for the session 2022-23 should be completed by the end of July'23.
- Annual Research targets for individual faculty members were declared.
- Discussion was made on fruitful participation of the students into extension / outreach programs, external academic/cultural/sports activities.
- 1 Lecture/ day/ school/department should be conducted in the university library (House of Wisdom) for more effective utilization of library resources.
- Student registration for the alumni association should be clubbed with their registration for the University Convocation with a nominal registration fee.
- Being the university best practice, Success Score should be prime focus of all schools and departments.
- Director IQAC instructed conduction of Academic and Administrative Audit to Dr. Swati Mishra and conduction of Green Audit, Energy Audit and Environment Audit to Dr. Neeraj Kumar in the upcoming semester.
- Monthly Task for July 2023 were discussed along with the necessary guidelines for report preparation and data collection.

Agenda 4. Academic Calendar (Odd Semester, Session 2023 – 24)

- All activities mentioned in the academic calendar should be prior notified on social media (university website in case of major activities).
- Cancellation and rescheduling of planned activities as well as scheduling new activities should be informed to IQAC, President Office and Pro-President Office well in advance.
- IQAC working committee will collect and segregate the monthly data from School/ Department into the AQAR formats.

Agenda 5. Academic Audit

- Regular audits will be conducted by the centralized team, Dean/Principal/Head, Academic Quality Auditors cum Mentors in different formats at regular time intervals to maintain academic quality.

Agenda 6: Any other matter

No other matter was put forward.

The meeting was ended with thanks to the chair.

Director-IQAC
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Dr. Ankur Jain
Director – IQAC