

Proceedings of the 1st Quarterly Meeting of IQAC for the Academic Year 2017-18 held under the Chairmanship of the Vice Chancellor in the Board Room of A-Block

The following members attended the meeting:

1. Dr N C Wadhwa, Vice-Chancellor, MRIU In Chair
2. Dr M M Kathuria, Management Representative
3. Dr M K Soni, Pro Vice Chancellor
4. Dr Vijay Aggarwal, (Representing Dean FMS)
5. Dr N.K Chadha, Dean FBSS
6. Dr Krishan Kant , Dean FET
7. Dr Naresh Grover, Dean Academics
8. Prof Neemo Dhar, Dean FMeh
9. Mr. Amit Bhatnager, Director, Career and Skill development
10. Prof I K Kilam, Dean, Students Welfare
11. Dr Sarita Sachdeva, Dean Research and Dean FAS
12. Dr. Geeta Nijhawan, Prof, FET
13. Mr Vikram Sharma, University Librarian
14. Mr K C Dadhwal, COE
15. Mr R.K Arora, Registrar
16. Dr. Monika Goel, Prof and Head, Department of Commerce
17. Dr. Rashmi Agrawal, HoD, FCA
18. Dr Abhilasha Shourie, HOD, Biotech, FET
19. Mr Virender Narula, Associate Professor, FET
20. Mr. Shubham Dhawan, Student Representative, BBA General
21. Dr Suresh Bedi, Director, IQAC

At the outset, the Chairman stressed the need for fuller and deeper execution of decisions taken by the IQAC of the university at the departmental level. He urged the Deans, HODs and other functionaries to provide quality leadership in the respective units. He highlighted need for producing quality publications and advised that regular peer group discussion should be held in each department to explore new areas of research and share innovative thoughts amongst the faculty. The decisions taken in the meeting are as follows:

Agenda Item No. 1

To confirm the minutes of the last meeting of IQAC held on June 28, 2017 (minutes already circulated on July 3, 2017).

The minutes were confirmed.

Agenda Item No.2

To consider and approve the Action Taken Report on the decisions taken in the previous meeting of the IQAC held on June 28, 2017.

The action taken report (ATR) pertaining to different departments and administrative units of the university was approved. It was further decided that:

- a. IQAC will engage more intensively with the HODs and heads of administrative and students support units for better awareness of quality processes and implementation of IQAC decisions to the last level.
- b. The academic departments and administrative and student-support units will report outcome of the implementation of the recommendations made by Academic Audit Committees in their reports for the AY 2015-16.
- c. Director IQAC will review the recommendations of Academic Audit Committees made out in their reports for the AY 2016-17 and suggest specific steps to be taken by the respective faculty/departments keeping in view the departmental data and scores awarded thereof by the Committees. The departments will take such steps and report the same to office of the IQAC for further consideration in the next meeting of the IQAC.

Agenda Item No.3

To consider and approve Quality Calendar of IQAC for Academic Year 2017-18.

The Quality Calendar of IQAC for the AY 2017-18 was approved (subject to decision on **Winter School for Faculty** as per following Agenda Item No. 6) with the provision that the student awareness programme on quality will be conducted by Dean Students Welfare in consultation with Dr. Virender Narula from FET and Workshop on Administrative Quality for Staff will be conducted by IQAC in consultation with the Registrar.

Agenda Item No.4

*To consider the introduction of the course of **Total Quality Management (TQM)** in the category of open electives across all departments of the university, except those where the course is already running.*

It was resolved that all the departments will include the course of Total Quality Management (TQM) available as MOOCs at the Swayam Portal in a semester considered appropriate at the departmental level and the students be encouraged to opt for this course.

Agenda Item No.5

To consider extension of the scope of Academic Audit to Library, Student Welfare activities (DSW office) and placements (CRC) for activities relating to MRIU.

It was resolved that the central units namely the library, CDC and CRC be brought within the ambit of academic/administrative audit for their activities relating to MRIU with effect from current AY 2017-18. It was further resolved that audit proforma for these units be developed in consultation with their controlling functionaries.

Agenda Item No.6

*To consider the introduction of regular **Winter School on Quality** for faculty with a duration of 3-5 days on an annual basis.*

It was resolved that Annual winter School on Quality to be conducted annually by IQAC be approved w.e.f. current AY 2017-18. It should be conducted preferably during the student preparatory holidays preceding odd-semester end-term examinations in November/December.

Agenda Item No.7

Any other item with the permission of the Chair.

To decide the modalities for preparing Standard Operating Procedures (SOPs) for the Quality Assurance Manual as mandated by the Board of Management in its meeting held on September 18, 2017.

It was decided that Prof M.K. Soni, Pro-Vice Chancellor and Prof Suresh Bedi, Director, IQAC will constitute a committee for the purpose and lead the process. The task will be done on high priority.

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

Prof Suresh Bedi
Director, IQAC