

Proceedings of the Meeting of the IQAC held on December 12, 2016 at 10.00 am in the Board Room of A-Block, MRIU

The following members attended the meeting:

Dr. N C Wadhwa, Vice-Chancellor

In Chair

Dr. M MKathuria

Dr.Naresh Grover

Prof I K Kilam

Dr. M K Soni

Dr. G.L Khanna

Dr. ChaviBhargava

Dr. NeemoDhar

Dr. Anjali Krishan Sharma

Dr.SaritaSachdeva

Mr. R.K Arora

Mr. K.C Dadhwal

Mr. SabyasachiSen

WgCdr P.K Sinha

Mr. Vikram Kr Sharma

Dr. VirenderNarula

Dr. Sandeep Grover (External Expert)

Dr. Suresh Bedi, Director IQAC

The proceedings for the meeting are as follows:

At the outset, the Chairman, welcomed the members. He emphasized that the quality practices must undergo continuous improvement with the passage of time. He particularly stressed that all the stakeholders must be actively associated in the quality processes of the university and all quality efforts should be intensively undertaken at the departmental level.

Dr. M MKathuria advised that all quality initiatives and programmes should be taken to the logical conclusion and must result in actual practice as early as possible. He specially underscored the need for a robust feedback system.

The decisions were taken as follows:

Agenda Item No. 1

To confirm the minutes of the last meeting held on July 30, 2016.

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 July 30, 2016.

The action taken report received from the various units of the University was approved.

Agenda Item No.3

To consider the formation of committees for continuous improvement of quality in the various academic and administrative areas, as laid down in the Quality Assurance Manual.

Decided that the committees be constituted as follows:

S.No	Committee	Convener	Members
1.	Committee for Quality Assurance System and Review	Dr. Naresh Grover	Dr. Suresh Bedi Dr. Virender Narula
2.	Committee for Curriculum and Teaching Learning Quality	Dr. Naresh Grover	Dr. G.L Khanna Dr. Geeta Nijhawan Dr. Deepti Dabbas
3.	Committee for Admission Quality and Induction Programme	Brig S.N Setia	Air Cmde Parag Sharma Ms. Gurjeet Chawla
4.	Committee for Student Support System	Dr. I.K Kilam	Mr. R.K Arora Mr. Sarkar Talwar
5.	Committee for Administrative Quality	Brig S.N Setia	Mr. R.K Arora Mr. K.C Dadhwal
6.	Committee for Quality of FDPs	Dr. Suresh Bedi	Dr. Vijay Aggarwal Air Cmde Parag Sharma
7.	Committee for R&D and Consultancy Quality	Dr. Sarita Sachdeva	Dr. Vijay Aggarwal Dr. Pradeep Varshney Ar. Jitender Sehgal
8.	Committee for Governance Standards and Feedback Quality	Dr. Naresh Grover	Mr. R.K Arora Mr. K.C Dadhwal

It was further decided as follows:

1. The role of the committees will be decided and communicated by Director IQAC.
2. Each committee will have a quarterly meeting the proceedings of which will be send to Director IQAC atleast 3weeks prior to the date of next meeting of IQAC which will be intimated separately. The recommendations of these committees will be included in the next meeting of the IQAC.
3. Intimation of each meeting of the Committee will be send to Director IQAC for information and necessary action.
4. Director IQAC will attend the inaugural meeting of each committee for standardization of procedures.
5. The committee at Serial No 2 will also include Teacher Quality in its scope.

Agenda Item No.4

To consider and approve the following FDP Schedule for the period Jan-June 2017:

1. *March 3-4, 2017 : Guiding Quality Doctoral Research (primarily targeted at the first-time supervisors)*
2. *April 16-21, 2017: Quality Benchmarks for Academic Excellence*
3. *May 24-25, 2017 : Optimizing Contemporary Methods of Teaching-Learning for Academic Quality*

It was decided as follows:

- A. Prof. Sarita Sachdev will design and conduct the programme at serial no. 1 above.
- B. The FDP at serial no. 2 will be designed and conducted by Director IQAC and Air CmdeParag Sharma. It will be in association with Quality Council of India for which Dr. VirenderNarula will act as facilitator. In this programme, Dr. Pritam Singh would also be invited as a Resource Person.
- C. The FDP at serial no. 3 will be designed and conducted by Director IQAC and Dean Academics on such dates as may be decided by Dean Academics.
- D. Atleast two staff development programmes be conducted every year for different segments of non-teaching staff.

Agenda Item No.5

To consider measures to strengthen the working of Quality Circles in the University Departments.

It was decided as follows:

- A. There will be a Quality Circle at the University level which will include 6-8 members from different stakeholder groups of the university taken on the basis of their willingness, expertise, initiative and drive. The Circle will make suggestions from time to time for improvement of quality in the different aspects of the functioning of the university.

- B. To strengthen the quality circles at departmental level, it was decided as follows:
- a) Respective Deans will finalize a team of 3 members in every department.
 - b) This team will hold a meeting on monthly basis and suggest the scope of improvement in grey areas.
 - c) The report of the monthly meeting will be sent to Director IQAC through Deans.

Agenda Item No.6

To consider constitution of selection Committees for the appointment of faculty and senior category of non-teaching staff for quality recruitment.

It was decided that the constitution of Selection Committees will be as per the UGC guidelines and regulations as announced from time to time.

Agenda Item No. 7

No item was presented.

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

Dr. Suresh Bedi
Director, IQAC