



**Minutes
of
10th IQAC Meeting**

Date: 17 September 2020

Time: 11:30 A.M

Venue: Google Meet

Minutes for the 10th meeting of the Internal Quality Assurance Cell (IQAC) of the SRM University Delhi-NCR, Sonapat held on 17th September, 2020 at 11:30 A.M onwards.

The following members remained present:-

1. Prof Manish Bhalla, Registrar : Chairperson
2. Prof. I.K.Sharma, Dean (Academic Affairs) : Member
3. Mr. N. Senthil Kumar, Director (Admissions & Administration) : Member
4. Mr. Manoj M. Kutty, Dy. Director (International relations)- : Member
5. Prof. R.B. Dubey, Professor (EEE)/Hostel Warden : Member
6. Dr. Ajay Sharma, Associate Prof. & HOD (CSE) : Member
7. Dr. Arpana Vibhuti, Associate Professor : Member
8. Dr. Kavita Singh, Assistant Prof., Coordinator, Management : Member
9. Dr. Pawan Kumar, Assistant Prof. & HOD(ECE) : Member
10. Mr. N.K. Sharma, Assistant Prof.& HOD (ME) : Member
11. Mrs. Deepsikha, Assistant Prof. & HOD (Law) : Member
12. Dr. Kannan S., Librarian : Member
13. Mr. Parmod Sharma, Assistant Manager (HR) : Member
14. Ms. Anusha, Student of CSE III rd Year : Member
15. Mr. Utsav Preet, Alumni - Member : Member
16. Prof. (Dr.)Manish Bhalla, Registrar : Member
16. Mr. P. Harish Kumar, Assistant. Professor, (ECE) : IQAC
Coordinator,
Member Secretary

At the outset the Member Secretary welcomed the Chairperson and members of the Internal Quality Assurance Cell.

The following business was transacted:

Item 1: To confirm the minutes of 9th IQAC meeting held on 21 May 2020.

Reso. 1: Resolved to approve 9th IQAC meeting held on 21 May 2020.

Forwarded
for approval
to the
Academic
Council

Item 2: To confirm the action taken report of 9th IQAC meeting held on 21st May 2020.

Reso. 2: Resolved to confirm the action taken report of 9th IQAC meeting held on 21st May 2020.

Forwarded
for approval
to the
Academic
Council

Item 3: To discuss and recommend the annual report of examination prepared by the controller of examination.

Reso. 3 The controller of examination presented the annual report of examination for the academic year 2019-20.
The members took due note of the above said agenda item.

Noted

Item 4: To discuss the various measures to be taken to combat with Covid-19 pandemic.

Reso. 4 The honorable Vice Chancellor briefed the members about the current situation of the rise in Covid-19 cases throughout the country. He also advised that faculty, staff, and students should appropriate precautions and measures as issued from time to time by the Revenue and Disaster Management Department of Haryana.

Noted

Item 5: To discuss about the mode of conduction of regular classes of the University.

Reso. 5: The matter was discussed at length and following action plan was proposed to conduct online classes for all students.

1. The faculty members were suggested to conduct classes through online mode strictly adhering to State Government guidelines in context to the Covid-19 Pandemic.
2. The faculty members further suggested to conduct online classes through Cisco Webex and Google Meet Platform.
3. The recording of the lectures are to be deposited to the University Learning Management System Portal. Further, the assignment internal test/quizzes are also to be conducted through Webex and Google Classroom. The HODs are requested to prepare consolidated weekly report about the conduction of online classes.

Noted

Item 6: To discuss the sharing of e-resources availably remotely.

Reso. 6: The IQAC Coordinator informed the members about the steps to be taken by the ITKM Department for remote sharing of all library e-resources for all faculty and students.

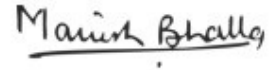
Forwarded
to the
Librarian

Item 7:	To inform all the HoDs to recommend names of external experts for BoS, PhD Viva Voce, practical and such others.	Forwarded to all HoDs and Research Coordinator
Reso. 7:	It was suggested that a pool of external experts be prepared at the Departmental level for PhD Viva Voce, internal practical, BoS etc. It was further suggested that the external members should be called on rotational basis.	
Item 8:	To review the implementation of CLO attainment and PLO attainment process.	Forwarded to all HoDs
Reso 8:	The IQAC coordinator informed the members about the current status of the implementation of attainment process. The honourable Vice Chancellor suggested to conduct more workshops/seminars on Outcome Based Education (OBE) to create more awareness and effective implementation of OBE among faculty members. A specific workshop would be conducted for detailed explanation of attainment process for faculty members.	
Item 9:	To inform the members about the ethics and integrity norms of the University	Forwarded to all HoDs for effective implementation
Reso 9:	The matter was brought to the notice of the members. It was conveyed that all members of the University should follow the ethics and academic integrity norms in order to curb the plagiarism of PhD/Master thesis. Further, it was resolved that the plagiarism report to be submitted by every Doctoral scholar to the library before submission of final thesis.	
Item 10:	To discuss and recommend the draft policy for Management and Disposal of Hazardous Chemicals.	Forwarded for approval to the Academic Council
Reso 10:	The IQAC Coordinator presented the draft policy for the management and disposal of Hazardous chemicals. The honourable Vice Chancellor informed the significance of responsible disposal of hazardous chemicals for sustainable and holistic management. Further, he has suggested the responsibility vested with the University to ensure that all hazardous chemicals from concerned laboratories are disposed-off through a proper mechanism at the source and if possible, converting it into value- added environment friendly products. Resolved to recommend the policy for the management and disposal of hazardous chemicals to the Academic Council	

The meeting ended with vote of thanks to the chair.



Mr. P. Harish Kumar
IQAC Coordinator
Member Secretary



Prof Manish Bhalla
Officiating Vice-Chancellor
Chairperson, IQAC



**Minutes
of
11th IQAC Meeting**

Date: 18th January 2021

Time: 2:00 P.M

Venue: Google Meet

Minutes for the 11th meeting of the Internal Quality Assurance Cell (IQAC) of the SRM University Delhi-NCR, Sonepat held on **18th January, 2021 at 2:00 P.M** onwards.

The following members remained present: -

1. Prof. Paramjit Singh Jaiswal, Vice Chancellor : Chairperson
2. Prof. V. Samuel Raj, Dean (Academic Affairs) : Member
3. Mr. Vikram Barara, Controller of Examinations (COE) : Member
4. Mr. N. Senthil Kumar, Director (Admissions & Administration) : Member
5. Mr. Manoj M. Kutty, Dy. Director (International relations)- : Member
6. Prof. R.B. Dubey, Professor (EEE)/Hostel Warden : Member
7. Dr. Ajay Sharma, Associate Prof. & HOD (CSE) : Member
8. Dr. Arpana Vibhuti, Associate Professor : Member
9. Dr. Kavita Singh, Assistant Prof., Coordinator, Management : Member
10. Dr. Pawan Kumar, Assistant Prof. & HOD(ECE) : Member
11. Mr. N.K. Sharma, Assistant Prof.& HOD (ME) : Member
12. Mrs. Deepsikha, Assistant Prof. & HOD (Law) : Member
13. Dr. Kannan S., Librarian : Member
14. Mr. Parmod Sharma, Assistant Manager (HR) : Member
15. Ms. Anusha, Student of CSE III rd Year : Member
16. Mr. Utsav Preet, Alumni - Member : Member
17. Prof Manish Bhalla, Registrar : IQAC Coordinator

At the outset the Member Secretary welcomed the Chairperson and members of the Internal Quality Assurance Cell.

The following business was transacted: -

Item 1: To confirm the minutes of 10th IQAC meeting held on 21 May 2020.

Reso 1: Resolved to approve 10th IQAC meeting held on 21 May 2020.

Forwarded
for approval
to the
Academic
Council

Item 2: To confirm the action taken report of 10th IQAC meeting held on 21st May 2020.

Reso. 2: Resolved to confirm the action taken report of 10th IQAC meeting held on 21st May 2020.

Forwarded
for approval
to the
Academic
Council

Item 3: To create awareness for student satisfaction survey for NAAC accreditation.

Reso. 3: The honorable Vice Chancellor informed the members about the importance of students' satisfaction survey. It was suggested that the department level awareness programmes to be conducted will be conducted by the respective HoDs in order to create empathy about the system. The mock student satisfaction survey will be conducted by the IQAC and feedback analysis report will be tabled in the ensuing meeting of IQAC.

Noted

Item 4: To discuss and inform progress of implementation of National Education Policy in BoS.

Reso. 4: The coordinator IQAC informed the members that the vision document of NEP 2020 intended to highlight the following salient features:

1. Internationalization of Higher Education
2. ICT based pedagogy in Classroom
3. Sustainable Development
4. Self-reliant- India

The Coordinator IQAC informed that the Department level curriculum needs to be aligned with the requirement and highlighted features of NEP 2020.

Resolved to prepare the curriculum keeping in mind the salient features of NEP 2020.

Noted

Item 5: To discuss the functioning of the IQAC.

Reso 5: The honourable Vice Chancellor informed the members about the current guidelines of NAAC accreditation. He stated that the IQAC will circulate the present guideline to all departments/sections. The department/section will share the information on regular basis to IQAC.

Noted

Item 6: To update the progress of the Best Practice Committee.

Reso. 6: The convener of the best practice Committee gave a presentation to all the members. It was suggested by the members that two best practices will be can be taken and the necessary implementation on the set direction be carried out through all stakeholders.

1. Focus on Experiential Learning through Industry-Academia Collaboration
2. Title of the Practice: Social Sensitization through Community Oriented Approach

Item 7: To recommend the draft policy document on green campus initiatives.

Reso. 7: The Coordinator IQAC presented the draft documents on Green Campus policy. The honorable Vice Chancellor informed the members about the importance of conservation of natural resources, zero waste zones, carbon footprint, water conservation and renewable energy which are the prime focus of sustainable environment. It was suggested by the members that broad vision focusing on Green Campus initiative and its commitment to address sustainable issues be addressed accordingly.

The members suggested that to generate and instill awareness about the importance of environmental issues various programmes are to be conducted on regular basis.

Resolved to recommend to Academic Council the draft policy on Green Campus.

Item 8: To recommend the draft policy on facilities and amenities for differently abled (Divyangjan) students and staff.

Reso.8: The IQAC Coordinator presented the draft policy on facilities and amenities for differently abled (Divyangjan) students and staff. The Honorable Vice Chancellor informed the members about the importance of this policy which confirms the requirement of Act 1955 which states “the persons with disabilities should be given equal opportunities, protection of rights and full participation. The main purpose is:

1. To ensure differently able students, staff, visitors receive equal opportunities and necessary facilities without being subjected to any discrimination.
2. To maintain an environment free of any harassment towards any differently-abled person and to create a barrier free environment.

Resolved to recommend the draft policy for approval.

Forwarded to all HoDs

Forwarded for approval to the Academic Council

Forwarded for approval to the Academic Council

The meeting ended with vote of thanks to the chair.

Manish Bhalla

Prof Manish Bhalla
IQAC Coordinator
Member Secretary



Prof Paramjit S. Jaiswal
Vice-Chancellor
Chairperson, IQAC



**Minutes
of
12th IQAC Meeting**

Date: 21st June 2021

Time: 10:00 A.M

Venue: Google Meet

Minutes for the 12th meeting of the Internal Quality Assurance Cell (IQAC) of the SRM University Delhi-NCR, Sonapat held on 21th June, 2021 at 10:00 P.M onwards.

The following members remained present:-

1. Prof. Paramjit Singh Jaiswal, Vice Chancellor : Chairperson
2. Prof. V. Samuel Raj, Dean (Academic Affairs) : Member
3. Mr. Vikram Barara, Controller of Examinations (COE) : Member
4. Mr. N. Senthil Kumar, Director (Admissions & Administration) : Member
5. Mr. Manoj M. Kutty, Dy. Director (International relations)- : Member
6. Prof. R.B. Dubey, Professor (EEE)/Hostel Warden : Member
7. Dr. Ajay Sharma, Associate Prof. & HOD (CSE) : Member
8. Dr. Arpana Vibhuti, Associate Professor : Member
9. Dr. Kavita Singh, Assistant Prof., Coordinator, Management : Member
10. Dr. Pawan Kumar, Assistant Prof. & HOD(ECE) : Member
11. Mr. N.K. Sharma, Assistant Prof.& HOD (ME) : Member
12. Mrs. Deepsikha, Assistant Prof. & HOD (Law) : Member
13. Dr. Kannan S., Librarian : Member
14. Mr. Parmod Sharma, Assistant Manager (HR) : Member
15. Ms. Anusha, Student of CSE III rd Year : Member
16. Mr. Utsav Preet, Alumni - Member : Member
17. Prof Manish Bhalla, Registrar : IQAC

Coordinator,

Member Secretary

At the outset the Member Secretary welcomed the Chairperson and members of the Internal Quality Assurance Cell.

The following business was transacted:

Item 1:	To confirm the minutes of 11 th IQAC meeting held on 18 th January 2021.	Forwarded for approval to the Academic Council
Reso. 1:	Resolved to approve 11 th IQAC meeting held on 18 th January 2021.	
Item 2:	To confirm the action taken report of 11 th IQAC meeting held on 18 th 2021.	Forwarded for approval to the Academic Council
Reso 2:	Resolved to confirm the action taken report of 11 th IQAC meeting held on 18 th January 2021.	
Item 3:	To inform the members about the introduction of new Programmes to be introduced from the academic session 2021-22:	Noted
Reso 3:	IQAC Coordinator informed the members about the introduction of new programmes to be introduced from the academic session 2021-22 <ol style="list-style-type: none"> 1. M.Tech CSE in Big Data Analytics 2. B.Sc Honours in Statistics 3. B.Sc Honours in Agriculture Science 4. B.Sc Honours in Food Technology 5. Master of Computer Application 6. M.Sc in Environmental Sciences 7. MBA in Big Data Analytics 	
Item 4:	To discuss the structure feedback report received from various stakeholders for the academic session 2021	
Reso 4:	The IQAC Coordinator presented the status of feedback received and analysis thereof. The feedback analysis and action taken report was noted by the members.	
Item 5:	To constitute a special committee for National Institute Ranking Framework (NIRF) and accreditation.	Resolved to recommend to academic Council
Reso 5:	The QAC Coordinator informed the members about the basic requirement to have special committee in order to prepare required data. It was suggested by the committee the following members be co-opted by the IQAC to prepare required data for various ranking and accreditation framework. <ol style="list-style-type: none"> 1. Dr Vineet Bajaj 2. DR Pawan Kumar Singh 	
Item 6:	To note and approve the proposed name of Criterion wise responsibility for various tasks related to NAAC Self Study Report.	Noted
Reso 6:	The IQAC Coordinator proposed the list of Coordinators to be included for preparation of NAAC-SSR documents.	

Resolved to approve the following faculty members would work under different Criterion as per the requirement of DVV

Criterion Number	Name	Department
Criterion 1	Dr PC Kishore Raja Dr Neeraj Kumar	EC Mathematics
Criterion 2	Dr Komal Audichya Dr Pawan Kumar Singh	Law EC
Criterion 3	Dr Puneet Goswami Dr Ramendra Pati Pandey Dr Sanjay Malik	CSE Microbiology CSE
Criterion 4	Dr Ajit Kumar Dr DV Singh	Chemistry Librarian
Criterion 5	Dr Upendra Singh Dr Sanjay Malik	Commerce CSE
Criterion 6 & 7	Dr Vineet Bajaj Dr Ajay Sharma	Civil Engg CSE

Item 7: To recommend more number of e-journals to be subscribed by the University Library.

Reso 7: The IQAC Coordinator informed the members about the request received from faculty to subscribe to few more e-journals through University Library.
It was suggested by the honorable Vice Chancellor that Departmental HODs will prepare a list of e-journals and will be subsequently recommended for subscription at the University Library.

Noted

Item 8: To invite the proposal for seed money grant from faculty members.

Reso. 8: The Coordinator IQAC informed the members about the initiative taken by the Dean Research to invite research proposal from the faculty members in order to prepare their foundational data for applying to major research grants from the sponsored agency.

Noted

Item 9: To discuss about the Departmental initiative to monitor and ensure quality teaching learning process.

Reso 9: The IQAC Coordinator informed the members about the quality assurance initiative to be taken by the Department in order to monitor teaching -learning process.

Noted

It was suggested by the members that monitoring, evaluation and follow-up performance to be filled by the faculty members on quarterly basis. The compiled report of the Department will be submitted to IQAC for further process. The Department HODs are supposed to ensure the maintaining of Course Files which should be aligned with 'Outcome Based Education'(OBE).

The meeting ended with vote of thanks to the chair.

Manish Bhalla

Prof Manish Bhalla
IQAC Coordinator
Member Secretary



Prof Paramjit S. Jaiswal
Vice-Chancellor
Chairperson, IQAC