



21ST University IQAC Meeting
30 January and 1 February 2023
Minutes of the Meeting

The 21st University IQAC meeting was conducted on 30 January and 1 February 2023 under the Chairpersonship of Prof (Dr) Balvinder Shukla, Chairperson University IQAC and Hon'ble Vice Chancellor, AUUP.

List of attendees is enclosed as **Annexure 'A'**.

1. After ascertaining the quorum for the meeting, Dr R S Rai, Director IQAC, started the meeting with the permission of Chair and welcomed all the members of the University IQAC.

1.1 Opening Address by the Chairperson University IQAC – At the outset the Chairperson University IQAC & Vice Chancellor, AUUP welcomed University IQAC members, external members, alumni members and all those present in the meeting.

She apprised the house that during the year 2023, the IQAC needs to gear up for two prestigious accreditations i.e. NAAC 3rd cycle re-accreditation and QAA (UK) re-accreditation. Both the accreditations are very intense, and evidence based. Each metric must be read in conjunction with the requirement of the metric, its Standard Operating Procedures (SOPs) and Data Templates to be prepared as per NAAC guidelines.

The major achievements of the University during the three months (Nov-Jan) are given below:

- Amity University has been selected by IEEE UP Section for “Educationalist of the Year Award” (Institutional) 2022 in recognizing contributions towards the motto of IEEE, “Advancing Technology for Humanity”.
- “Amity University Student Branch of IEEE (STB07271)” has been awarded as second prize by IEEE UP Section for “Activities Based Branch Incentive Award 2022”.
- “Amity University Student Branch of IEEE (STB07271)” has been selected as winner by IEEE UP Section for “U10 Initiative 2022”.
- The University showcased its path-breaking Research and Innovations at 8th India International Science Congress IISC-2022, organized at MANIT Bhopal . Amity’ stall was visited by over two thousand people every day. Over 40 researches and innovations by Amity Scientists were on display like HnB9 foundation – A novel phosphate solubilizing fungal biofertilizer, Rootonic-symbiotic fungus promoting increased yield in plants, portable water purifier, herbal remedy for Psoriasis, etc.
- Amity Centre for Translational Research (ACTR) established on 19 January to facilitate clinical research for managing life style associated diseases.
- Five day Training Program on Management Strategies for Environmental Health and Safety was held from 16-20 January 2022. The training programme was



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conducted on the theme “ Management Strategies for Environment, health and Safety: A step towards achieving SDGs” in association with Indian Institute of Toxicology Research , Lucknow.

- First International Film Festival -2022 The Promethean Space in collaboration with Vigyan Prasar was organised from 15-16 December 2022. Out of 200 movies received, around 30 movies from various countries like Spain, Saudi Arabia, Turkey, France, Italy, Egypt, Myanmar, Kuwait, Switzerland, Andorra, Netherlands, and Syria were showcased during the two day event.
- Amity University conferred upon the prestigious "Questel IP Excellence Award 2022" for creating incredible Intellectual Property and its recognition of its remarkable achievements and efforts in the field of Research and Innovation, in accordance with the assessment of the IP portfolio of the Questel Team.
- Amity Scientist Dr. Harsha Kharkwal develops Biodegradable Novel Mulch Film which is non plastic affordable and beneficial for plant growth.

2. Agenda Items

UIQAC-21/2022-23/AG1: Confirmation of minutes of previous University IQAC

UIQAC-21/2022-23/AG2: Action taken report (ATR) on minutes of 20th University IQAC meeting.

UIQAC-21/2022-23/AG3: Review of Status Strategic Planning (2022-27) and review of attainment of Broad-Based Goals (BBGs).

UIQAC-21/2022-23/AG4: Status of action taken on recommendations of WSCUS-Thematic Pathway for Re-accreditation visit report.

UIQAC-21/2022-23/AG5: Review of Draft Self Evaluation Document (SED), QAA (UK) Reaccreditation

UIQAC-21/2022-23/AG6: Review of Criteria-wise Score against Benchmarks given by NAAC for General Universities.

UIQAC-21/2022-23/AG7: Review of AQAR 2021-22 for uploading on NAAC portal.

UIQAC-21/2022-23/AG8: Action taken on Satisfaction Survey 2022:

- (a) Students
- (b) Parents
- (c) Faculty
- (d) Staff
- (e) Alumni
- (f) Industry

2.1 The discussions on above agenda items are given in succeeding paragraphs: -

UIQAC-21/2022-23/AG1: Confirmation of minutes of 20th University IQAC:



The University IQAC confirmed the minutes of the 20th University IQAC as circulated.

UIQAC-21/2022-23/AG2: Action taken report (ATR) on minutes of 20th University IQAC meeting.

The University IQAC took note of the action taken report on minutes of 20th University IQAC meeting. No action is pending.

UIQAC-21/2022-23/AG3: Review of Status Strategic Planning (2022-27) and review of attainment of Broad-Based Goals (BBGs).

The Chairpersons of each BBG presented the above agenda points as per the sequence given below:

- a) BBG 1 # "Ensuring Educational Excellence" - Dr Pradeep Joshi
- b) BBG -2 # "Ensuring Student Development including Physical and Emotional Health and Well being" - Dr Marshal M. Sahni
- c) BBG 3 # "Creating Culture of Excellence in Research, Scholarship, Innovation and Creativity for High Impact" – Dr W Selvamurthy
- d) BBG 4 # "Enhancement of Quality of Faculty and Staff for Outstanding Performance" – Dr Sujata Khandai & Cmde P L Masson
- e) BBG -5 # "Advancing internationalization" - Dr. Abhay Bansal
- f) BBG -6 # "Enhancing Relations with Industry, Alumni & Society" – Dr Sanjeev Bansal
- g) BBG -7 # "Enhancing Employability and Promote Entrepreneurial Initiatives" – Dr Sanjeev Bansal
- h) BBG-8 # "Committing to all Aspects of Social, Economic and Environmental Sustainability" – Dr. D K Bandyopadhyay
- i) BBG 09 # "Enhancement of Supporting Resources" – Dr Alpana Kakkar
- j) BBG 10 # "Ensuring Excellence in Organizational Leadership and Governance" – Dr. B L Arya

The following recommendations were made:

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-21/2022-23/AG3/D1	The details of the Strategic Planning and Broad Based Goals must be made available on Amizone.	Director IQAC/ Chairpersons of BBG	March 2023
UIQAC-21/2022-23/AG3/D2	A workshop to be conducted wherein the targets and strategic initiatives are explained to the stakeholders and process owners so that action at various levels are initiated accordingly.	AASC/ Chairpersons of BBG	As and when approved

UIQAC-21/2022-23/AG4: Status of action taken on recommendations of WSCUS-Thematic Pathway for Re-accreditation visit report.



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WSCUC Thematic Pathway for Re-accreditation (TPR) visit happened from 25-29 September and report has been received in which the team has given four recommendations on various areas. Responsibility for preparing the responses against the recommendations were given to respective process owners and committee Chairpersons of the relevant areas.

The following presentation were made by the Chairperson Committees/ Heads of Department

#	WSCUC Recommendations	Presentations by
1	Demonstrate that students achieve the university's Graduate Attributes, drawing on existing mapping of program-level learning outcomes, analyzing gaps in achievement of those attributes regularly, and making improvements based on that analysis.	Chairperson University Outcome Assessment Committee Dean Academics – Special Invitee
2	Enhance campus-wide understanding of strategic planning, including roles of stakeholders, process development, and evaluation.	Chairpersons of BBGs
3	Incorporate narrative accounts and synthesis of the university's institutional data, in order to reflect on and plan for future improvement, in both communications to WSCUC and internal communications as appropriate.	Dr RS Rai, Director, RP&SS
4	As the university continues to grow in size and complexity, ensure timely, consistent and clear communication and coordination with WSCUC, such as substantive changes for program additions and new campuses.	Dr. Santosh Shriram Sonavane, Dean (Academics) Dr RS Rai, Director, RP&SS

The following recommendations were made:

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-21/2022-23/AG4/D1	The action plan on the recommendations must be finalised so that the presentation can be made to the WASC Commission during the visit of Hon'ble Vice Chancellor.	Respective Chairpersons of the Committee	First week of February 2023
UIQAC-21/2022-23/AG4/D2	The action plan to be disseminated to concerned process owners for implementation.	Respective Chairpersons of the Committee	February 2023

UIQAC-21/2022-23/AG5: Review of Draft Self Evaluation Document (SED), QAA (UK) Reaccreditation

Review of the SEDs prepared by standard wise committees was done as per the below given schedule:



ESG #	Standards	Chairperson/Co-Chairperson
Standard 1	Policy for quality assurance	Dr. Dr DK Bandyopadhyay
Standard 2	Design and approval of programmes	Dr M Sajnani Dr RK Kapur
Standard 9	Ongoing monitoring and periodic review of programmes	Dr S.S. Sonavane Dr RK Kapur
Standard 3	Student-centred learning, teaching and assessment	Dr S.S. Sonavane Dr. Alpana Kakkar
Standard 4	Student admission, progression, recognition, and certification	Dr Alpana Kakkar Dr Sanjeev Bansal
Standard 5	Teaching staff	Dr Sujata Khandai
Standard 6	Learning resources and student support	Dr Sunita Rattan
Standard 7	Information management	Dr. R. S. Rai
Standard 8	Public information	
Standard 10	Cyclical external quality assurance	

The members discussed each standard in detail and were of the view that evidence from various domains must be included in such a manner that it covers all institutions and programmes.

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-21/2022-23/AG5/D1	All the write-ups must be in the format with evidence as per the guidelines of QAA.	Standard wise committees	7 February 2023
UIQAC-21/2022-23/AG5/D2	The compilation of all SEDs and uploading will be done by University Team along with QAE	QAE	10 February 2023

UIQAC-21/2022-23/AG6: Review of Criteria-wise Score against Benchmarks given by NAAC for General Universities.

UIQAC-21/2022-23/AG7: Review of AQAR 2021-22 for uploading on NAAC portal.

NAAC has recently disclosed Benchmarks of each metrics/criteria-wise for University Accreditation (General Universities). Benchmarking is applicable to all Higher Education Institutions submitting their online SSR, i.e., Institutional Information for Quality Assessment (IIQA) on or after 1st January 2023.

In order to identify the gap Metric-wise and Grade-wise as per the Benchmarking provided by NAAC, the Chairpersons of NAAC sub-Committees had calculated Score/Grade based on the data submitted in AQARs.



The following Chairpersons / Co-Chairpersons presented their data for disclosure of benchmarking along with AQAR 2021-22: -

Criterion #	Standards	Chairperson/Co-Chairperson
Criterion 1	Curricular Aspects	Dr M Sajnani / Dr RK Kapur
Criterion 2	Teaching Learning and Evaluation	Dr Sujata Khandai / Dr Alpana Kakkar
Criterion 3	Research Innovation and Extension	Dr W Selvamurthy
Criterion 4	Infrastructure and Learning Resources	Rear Admiral Ravi C. Kochhar
Criterion 5	Student Support and Progression	Dr RS Rai
Criterion 6	Governance, Leadership and Management	Dr BL Arya
Criterion 7	Institutional Values and Best Practices	Dr.DK Bandyopadhyay

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-21/2022-23/AG6/D1	Gaps identified must be addressed at respective levels (HoI, Dean, Campus Head, CFO/FO and respective Criteria Chairperson by proposing strategy and action plan.	Criteria Chairperson/ Co-Chairperson / respective Process Owners / CFO/FO	20 February 2023
UIQAC-21/2022-23/AG7/D2	The data for AQAR 2021-22 must be freeze so that uploading can be initiated by team which will be nominated by university.		20 February 2023

UIQAC-21/2022-23/AG8: Review of Action taken on Satisfaction Survey 2022:

- (a) Students
- (b) Parents
- (c) Faculty
- (d) Staff
- (e) Alumni
- (f) Industry

Dr RS Rai shared the results of the Satisfaction survey conducted for the stakeholders during the year 2022. The analysis of which is attached for ready reference. Dr Rai also confirmed to the members that the concerned officials have taken action on the survey wherever required as per the Guidelines of the University.

Based on the Survey, the Wi-Fi connectivity and cafeteria services has been improved by installing additional routers and establishing another cafeteria in E-Block.




3. Closing remarks by The Chairperson:

The Chairperson at the end said that very important discussion was made, and all the points discussed must be closed well before the deadline of the Accreditation Bodies so that review and corrective actions are taken on time.

We have to apply for NAAC 3rd cycle re-accreditation soon and for that all preparations should be made as per the Guidelines of NAAC.

4. Vote of Thanks-- There being no further points, the meeting was declared as closed with vote of thanks.



Chairperson UIQAC



Director UIQAC
Dr. R. S. Rai
