AMITY UNIVERSITY
---------------------UTTAR PRADESH----------------------

25th University IQAC Meeting
April to June 2024
Minutes of the Meeting

The 25th University IQAC meeting was conducted on 27 June 2024 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 the Chair.

   1.1 <u>**Opening Address by the Chairperson University IQAC**</u> – At the outset the Chairperson University IQAC & Vice Chancellor, AUUP welcomed the University IQAC members and all those present in the meeting.

Dr Shukla apprised the members about the major developments that have taken place during the last quarter, some of them are as under: -

1. Amity Institute of International Studies (AIIS) organized a three-day International Conference "VIJIGISHU-2024" from 18th to 20th September 2024, on the theme ""Border Management in Contemporary World Politics: Security and Beyond".

2. Amity Institute of Space Science & Technology handed over Project Divya Drishti to Technology Development Fund (TDF), DRDO. "Project Divya Drishti" is an AI based detection of a person based on Physiological Parameters.

3. Amity University signed an MoU with Hilti India Pvt. Ltd, a multinational company and a well-established leader in anchoring fire protection system, with an aim to foster a mutually beneficial collaboration between the industry and academia and explore placement opportunities for the students.

4. NCIIPC-AICTE Pentathon 2024: The grand Finale of India's first national Vulnerability Assessment and Penetration Testing (VAPT) Grand Finale was held at our campus on 2nd April 2024.

5. The University has organized Undergraduate Research Conclave-2024 from 16th to 21st May 2024, for students of final semesters in UG programmes, wherein around 1200 students had presented their research papers. Almost 50% of the students have published their papers in indexed conferences/journals.

6. Amity School of Engineering & Technology organized a Campus Engagement and Virtual Internship Programme- Felicitation Ceremony by Salesforce, an American cloud-based software company headquartered in San Francisco, California.

7. The University signed an MOU with Wipro Technologies Ltd., to develop the skills of the students and provide placement opportunities to the students. This MOU was aimed to provide a knowledge-intensive and job-oriented training program to students about the IT Services Industry and to acquire the required competencies and other essential skills.

8. The University celebrated the 10th International Day of Yoga, on the Theme, "Yoga for Self and Society" in line with the vision of Hon'ble Prime Minister of India and Ministry of AYUSH to promote health & wellbeing across the globe.

9. The University organized an interactive Seminar for the Principals of 22 reputed schools across Delhi NCR on 19 June 2024. The aim of the Seminar was to create awareness about Amity's Global Programs which provide global exposure to its students and also to focus on the strong collaboration with renowned foreign universities.

10. Amity School of Fine Arts (ASFA) organized a Faculty Development Program on "Artistic Sustainability: Fostering Environmental Advocacy with Tetra Pack Intaglio Techniques" from June 16 to 20, 2024 with the objective to educate participants about the environmental impact of Tetra Pack waste and explore sustainable artistic practices.

11. "Silver Jubilee Alumni Reunion- 2024" was organised by ABS for Batch of 1998, which brought together 39 renowned Alumni from across the world, at Amity Campus, Sector 44 Noida. The Alumni reconnected after a period of 25 years, to cherish old memories and celebrate their achievements.

2. The University IQAC confirmed the minutes of the 24th University IQAC.

3. The University IQAC took note of the action taken report on minutes of the 24th University IQAC meeting. No action is pending

4. Agenda Items

UIQAC-25/2023-24/AG1: Preparation for Commencement of Academic Session 2024-25

UIQAC-25/2023-24/AG2: Career Progression and its Status of students of Class of 2024

UIQAC-25/2023-24/AG3: Annual academic Planning for the year 2024-25

UIQAC-25/2023-24/AG4: Result Analysis and passing status of students' class of 2024

UIQAC-25/2023-24/AG5: Review of WASC Annual report

UIQAC-25/2023-24/AG6: University NIRF Ranking status and action plan

UIQAC-25/2023-24/AG7: Review of Critical /Salient Observations from Internal Audits

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

5. UIQAC-25/2023-24/AG1: Preparation for Commencement of Academic Session 2024-25

(i) The Dean Academic announced the commencement of various programmes of the University in Noida, Lucknow and Greater Noida:

- 3rd, 5th, 7th & 9th Sem of all UG, PG Programmes - 18 June 2024
- 1st semester of all PG & Integrated programmes   - 16 July 2024
- 1st semester of all UG & Integrated programmes   - 13 Aug 2024

(ii)   Planning of Academic Activities for Academic Session:
- Meeting of CRC & PROAC
- Approval of Reconstitution of AAB & BoS (if applicable) ongoing
- Conduct Workshop on Skill Based Value Added Courses as per career Aspirations
- Conduct meeting for Committee to review formats of AAB & BoS
- Approval of conduct of AAB with Agenda Points
- Submission of Minutes of Meeting -AAB by HoIs to Academics Office
- P reparation and submission of detailed Institutional Academic calendar (also part of AAP)
- Preparation and submission of detailed Institutional Academic calendar (also part of AAP)
- Planning and submission of requirements of Library resources (Books/Journals/Databases) also part of AAP.
- List of NPTEL/SWAYAM/MOOC, VAC courses and SAP courses to be offered during Academic year
- Preparation of Agenda Items for Academic Council

(iii)   **Preparation for Commencement of Academic Session**
- Classes of all the courses to commence on time as per approved Block Academic Calendar.
- Various committees and their faculty coordinators are to be finalized to ensure smooth commencement of Academic Session 2024-25.
- Annual academic planning for the year 2024-2025 to be finalized by each committee so that all resources are ready before the commencement of the session.
- Uploading of session plan from Master session plan by the course faculties who are teaching that particular course must 100% uploaded well in advance. The number of sessions in session plan must be as per Credit hour policy.
- Master Academic Planning Worksheet: Provisions have been made on Amizone for Publishing the Class Schedule and Master Academic Planning Worksheet (MAPW) before the commencement of Semesters
- Class Timetable: Institution Timetable team must ensure optimum utilization of classrooms. Timetable of all courses of all programmes/batches of the institutions must be published and approved on Amizone as per process at least one week before the commencement of semester.
- The students are required to submit their APWs before the commencement of semester which will be approved by the respective HoIs. The Programme leaders should contact the students for any support or clarifications for course selection.

(iv)   Dean SS&AA informed the house that the orientation programme of the students that has been scheduled as per the guidelines of UGC Quality Mandate "Deeksharamabh – A Guide to Student Induction Programme". The university incorporated all the aspects of SAGE and activities mentioned at Section 5.1 to 5.3 of the UGC Quality Mandate wherein five days Orientation Programme Schedule has been prepared for First Year PG & UG and Integrated Programs. The orientation programme was scheduled for senior batches of students as per the Deeksharambh guidelines.

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-25/2023-2024/AG1/D1	The monitoring of conduct of Academic Activities	Dean Academics and Academics Office	Before commencement of session

| UIQAC-25/2023-2024/AG2/D2 | The activities related to faculty Planning, Time-Table Schedule, and Master Session Planning & e-Content Development should be ensured | Dean SS& AA & HoIS | |

6. **UIQAC-25/2023-24/AG2:** Career Progression and Status of students of Class of 2024

The analysis of Student Progression status of the batch of 2024 is as under:

(i) Placement Status: Out of 10263 students, 5332 students had aspired for placement and 3539 students were placed. However, Evidence of 320 students were not uploaded on Amizone as per guidelines of the University.

(ii) Higher Education: 2711 students applied for higher education and while 2182 had got the admission letter, 529 students who applied for higher education are still to confirm their admission or have not been able to get suitable admission.

(iii) 1083 students had been selected through competitive examinations during the year 2024.

(iv) Family business/Own Venture: 550 students had joined their own family business and 250 have started their own venture.

(v) 69 law students of batch 2024 have started their own legal practice.

The following decisions were made:

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-25/2023-2024/AG2/D1	Evidence of 320 students not uploaded on Amizone as per guidelines of the University, must be uploaded.	Heads of Institution/ATPC/CRCs	Before Convocation of class of 2024.
UIQAC-25/2023-2024/AG2/D2	Follow for confirmation of 529 students who applied for higher education and are still to confirm their admission	Heads of Institution/ Coordinators of Higher Education	Before Convocation of class of 2024.

7. **UIQAC-25/2023-24/AG3:** Annual academic Planning for the year 2024-25

(i) The Annual Academic Planning of AUUP for the year 2024-25 was initiated on 24 May 2024, where a mail was sent to Deans/Domain Heads, HoIs/HoDs, Chairperson Committees, in which detailed directions were given on finalisation of various areas of planning. A briefing session was also organised on 28 May 2024 which was chaired by Hon'ble Vice Chancellor.

(ii)   The following areas of AAP were discussed:
-    University level Centralized Library Committee
-    University level Labs/Equipment and Maintenance Assessment Committee
-    University level Professional Development Committee
-    Manpower Planning

(iii)   The requirements from Various domains were discussed in the University level Centralized Library Committee meetings. The following is the summary of recommendations:

-    The estimate expenditure for Academic Planning (Library Resources) for the year 2024-25 for the books costing above Rs. two lacs and also for costing below Rs. two Lacs with details of title and amount was presented. The updated break up is as follows:
Print books: (below Rs. 2 Lacs), estimated cost: Rs. 2375219.00

Print books: (above Rs. 2 lacs), estimated cost: Rs. 4746231.00
Print journals (54 titles) estimated cost: Rs. 1034647.00

E-resources (5 E-journals) estimated cost: Rs. 1295499.00
                                Total cost: Rs.9451596.00

(iv)   The University level Labs/Equipment and Maintenance Assessment Committee had revived the online requestion from various domains and had recommended the following budget for 2024-2025:

S. No.	Area	Budget
1	Up-Grading of Existing Labs - Lab Requirements	17,44,01,685 /-
2	New Labs to be Established	57,03,331 /-
3	Repair/AMC of Equipment	2,57,83,514 /-
	Total	20,58,88,530 /-

S. No.	Items	Budget
1	LCD Projectors	44,85,000 /-
2	PA Systems	73,20,222 /-
3	Smart Boards	5,00,000 /-
4	Cordless Collar Mike	1,96,000 /-
5	Desktop / Workstation	57,53,600 /-
	Total	1,83,91,300 /-

(v)   University level Professional Development Committee has proposed 30 FDPs/Workshops for faculties and non-teaching staff as per the UGC Quality Mandate Gurudakshta for the academic year 2024-2025.

(vi) Manpower Planning: The manpower planning has been calculated by taking the following parameters and NIRF requirements:
- **-** Approved Intake (Student strength)
- **-** Actual Strength (including expected strength of First Year)
- **-** Faculty Requirement (Cadre wise) as per Prescribed FSR Regulatory Body (UGC/AICTE/RCI/BCI/NCTE/CoA etc)*
- **-** Overall Teaching load
- **-** Faculty currently held
- **-** Total Faculty requirement recommendation as per teaching load
- **-** Deficit (-): Surplus (+)
- **-** Area specific faculty requirement as per teaching load

In addition:
- Manpower planning is also to be done for new institutions having only HOI and no faculty.
- Wherever faculty with industrial background is required, the specification have to be catered for.
- Whenever request for starting a new program is mailed to Director Admissions a copy must also be forwarded to Recruitment department with faculty requirement details.

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-25/2023-24/AG3 Annual academic planning for the year 2024-25.	The Chairpersons are required to process the finalised budgets along with their recommendations of the approval of competent authority.	Chairperson of Committees	15 July 2024

8. **UIQAC-25/2023-24/AG4:** Result Analysis and passing status of students' class of 2024

The result analysis was presented by Dr Sanjeev Bansal, Chairman, University Examination Committee and Dr Sujit Prasad, Controller of Examinations:

AcademicYear	Semester	Result Published	CGPA <=4.59	CGPA >4.59 & <7.00	CGPA >=7.00 & <9.00	CGPA >=9.00
2024-2025	Odd	31532	6.04	30.71	58.84	4.42

Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
18691	15965*	85.42

- Results of supplementary examinations are awaited.

9. **UIQAC-25/2023-24/AG5:** Review of WASC Annual report.

(i)   The annual report of 2024 was submitted to WASC on 31 May 2024 as per the requirements of the accreditation body under the following heads:
   - Student Enrollment
   - Student Demographics
      o Fall Term Undergraduate Enrollment
      o Fall Term Graduate Enrollment
      o 6 yr (150%) First-time Full time Freshman Undergraduate Graduation Rate
   - Financial Indicators

(ii)   The following suggestions were given by the members present:
   - Dr D P Singh, Dean Architecture and Planning suggested that we should have Study India Programme which can help students explore and learn about Indian Knowledge. A team of IKS can be created in the University who can develop ancient Indian system related to various disciplines/ courses/ fields and programmes like Healthcare, Vedic Mathematics, etc.
   - Dr D K Bandyopadhyay suggested that A copy of Aspiration survey should be kept by HOI and Pls also, so that the student should be briefed /supported as per their aspiration.
   - Institutional faculty members should plan their leaves in such a way that few faculty members must be available in the institution during the summer vacation.
   - Institutions must conduct parent faculty meetings regularly.

10. **UIQAC-25/2023-24/AG6:** University NIRF Ranking status and action plan.

The analysis of NIRF ranking of seven years and analysis of parameter wise score of three years:

Ranking Disciplines	2017	2018	2019	2020	2021	2022	2023
Overall	86	80	84	63	43	42	57
University	52	53	58	37	25	22	35
Pharmacy	NR	33	25	21	11	17	21
Engineering	46	33	35	32	31	25	31
Management	NR	48	49	41	29	28	28
Research						38	45

Amity University year wise scores in the last three years is as below:

Parameter (weight)	2021 score	2022 score	2023 score
Teaching Learning Resources (30%)	48.98	49.57	47.80
Research and Professional Practices (30%)	43.27	47.89	47.16

Graduation Outcome (20%)	64.66	64.17	64.65
Outreach and Inclusivity (10%)	67.55	70.35	71.25
Perception (10%)	32.53	33.4	35.66

Action Plan: The following action plan was suggested to improve the NIRF ranking.

- Action to be taken to clear the Ph D students backlog and streamline the attainment of degree to scholars.
- Monitoring of placement of students to be done regularly and uploading of offer letter to be ensured 100%.

11. UIQAC-25/2023-24/AG7: Review of Critical /Salient Observations from Internal Audits

The observation of internal audits conducted during the period:
(ii) Audits of the institutions and departments have been conducted as per plan. Further, confirmatory audits are conducted to close the points.
(iii) A total of 13 internal audits and 19 confirmatory audits were conducted in last 3 months i.e. Apr 2024 to June 2024.
(iv) The internal audits of the AUUP institutions were conducted by Quality Assurance and Enhancement team as per the schedule circulated to the institutions 15 days in advance.
(v) The checklist and the audit requirements were sent to the institutions along with the schedule.
(vi) Institution/ Department-wise major findings in the internal audits are attached as Annexure: UIQAC-24 /2023-2024/AG7- Ann A

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

Chairperson UIQAC   Director UIQAC

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