

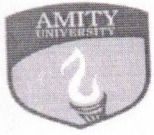
MINUTES OF MEETING

INTERNAL QUALITY ASSURANCE CELL (IQAC)

DATE : 27 June 2023

TIME : 3:00 PM

VENUE : Conference Room,
Academic Block 'B'
Amity University Campus
Maharajpura,
Gwalior (M.P.)



Appendix – A

(Refer to Para 2)

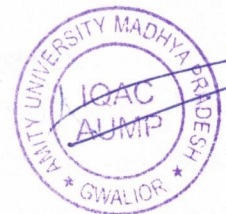
INTERNAL QUALITY ASSURANCE CELL MEETING:

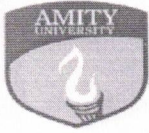
27 June 2023

AGENDA

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Discussion on deviations raised in the data validation and verification (DVV) process for NAAC
Item No. 3	Review of preparedness for Mock NAAC inspection
Item No. 4	Discussion about the preparation and submission of faculty profile
Item No. 5	Discussion on adopting the research policy for research and development activity
Item No. 6	Discussion about the release of AQAR format for the academic year 2022-2023.
Item No. 7	Any other items with the permission of the chairperson


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Amity University Madhya Pradesh
Gwalior



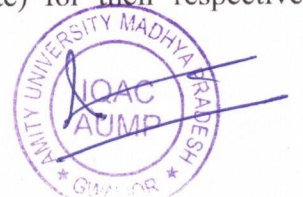


Date: 27.06.2023

**MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL OF
AMITY UNIVERSITY MADHYA PRADESH, HELD ON
28 JUNE 2023**

1. A meeting of the Internal Quality Assurance Cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 27 June 2023 at 15:00 hours in room no 216 C block. The meeting was held under the Chairmanship of Lt. Gen. V. K. Sharma, AVSM (Retd), the Vice Chancellor, AUMP, Gwalior.
2. The Agenda points proposed to be discussed during the meeting were circulated to all members and are attached in Appendix-A. The list of Members of the Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix B.
3. **Agenda Item 01: Welcome address by Chairperson- (IQAC)**
The Hon'ble Vice-Chancellor, Chairperson IQAC opened the proceedings with his welcome speech. After formally welcoming all the members of IQAC, the meeting opened with a welcome note. The chairperson explained the purpose and relevance of agenda points to the members of the IQAC.
4. **Agenda Item 02: Discussion on deviations raised in the data validation and verification (DVV) process for NAAC**
The Director, IQAC informed the institutes to profoundly review the deviations raised by the NAAC portal. The documents will be prepared and validated by the directors and HODs of the respective institutions. The data included in the documents should be authenticated, reliable, and verifiable.
5. **Agenda Item 03: Review of preparedness for Mock NAAC inspection**
The Director, IQAC reviewed the preparedness of the individual institute for the upcoming Mock inspection for NAAC. He also requested all HOI's/HOD's to verify/update their (Internal) IQAC documents for the last five years (2017 - till date) for their respective


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Amity University Madhya Pradesh
Gwalior





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institutes/department. The IQAC team will visit the individual department for verification of documents.

6. **Agenda Item 04: Discussion about the preparation and submission of faculty profile**

It was advised to each institute, that they must maintain an individual faculty profile. The faculty profile should comprise of CV of the faculty, followed by academic qualifications, research data, and academic data.

7. **Agenda Item 05: Discussion on adopting the research policy for research and development activity**

It was advised to each institute, that they must strictly follow the research policy of the University for every research and development activity. The HOIs/HODs of the respective institutes should monitor that every faculty and research scholar must follow the guidelines.

8. **Agenda Item 06: Discussion about the release of AQAR format for the academic year 2022-2023.**

The institutes were informed to start preparation of AQAR from 1 July 2022 – 30 June 2023. The latest format of AQAR will be furnished soon to the institutes. The AQAR should be filled, verified, and submitted to the IQAC cell for the internal IQAC audits.

9. **Agenda Item 07: Any Other Items with the Permission of the Chair**

There being no other point by any member, the meeting was concluded at 16:10 hrs with thanks to the Chair.

Date : 27/06/2023

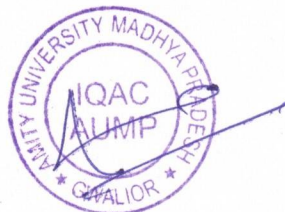
Place : Gwalior

Prof. (Dr.) Anil Vashisht

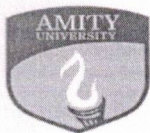
Director & Coordinator, IQAC

Director - IQAC

**Amity University Madhya Pradesh
Gwalior**



Registrar
Amity University Madhya Pradesh
Gwalior



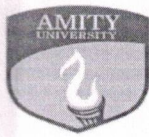
MINUTES OF MEETING

INTERNAL QUALITY ASSURANCE CELL (IQAC)

DATE : 16 October 2023

TIME : 11:00 AM

VENUE : Conference Room
Academic Block 'B'
Amity University Campus
Maharajpura,
Gwalior (M.P.)



Appendix - A

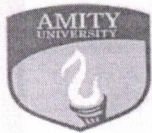
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INTERNAL QUALITY ASSURANCE CELL MEETING:

16 October 2023

AGENDA

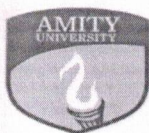
Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Discussion on deviations raised in the data validation and verification (DVV) process for NAAC
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Item No. 4	Discussion about the preparation and submission of faculty profile
Item No. 5	Discussion on adopting the research policy for research and development activity
Item No. 6	Discussion about the release of AQAR format for the academic year 2022-2023.
Item No. 7	Discussion on the proposal of industry-based member in internal IQAC committee
Item No. 8	Any other items with the permission of the chairperson



Date: 16.10.2023

MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL OF AMITY UNIVERSITY MADHYA PRADESH, HELD ON 16 OCTOBER 2023

1. A meeting of the Internal Quality Assurance Cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 16 October 2023 at 11:00 hours in Conference room block B. The meeting was held under the Chairmanship of Prof. (Dr.) Anil Vashisht, the Off. Vice Chancellor, AUMP, Gwalior.
2. The Agenda Points proposed to be discussed during the meeting were circulated to all members and are attached in **Appendix-A**. The list of Members of the Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as **Appendix B**.
3. After the attendance the internal quality assurance cell proceeded to discuss the agenda points. The details of the discussion are given in the succeeding paragraphs.
4. **Agenda Item 01: Welcome address by Chairperson- (IQAC)**
The Hon'ble Vice-Chancellor, Chairperson IQAC opened the proceedings with his welcome speech. After formally welcoming all the members of IQAC, the meeting opened with a welcome note. The chairperson explained the purpose and relevance of agenda points to the members of the IQAC.
5. **Agenda Item 02: Discussion on uploading of data on AUMP website for NAAC**
The Director, IQAC informed the institutes to provide authenticated and reliable data for uploading on the AUMP website. Data will be validated by the directors and HODs of the respective institute. The data from the Institute should be synergized and streamlined on the AUMP website. Departments and faculty members may be encouraged to provide details for the website in a regular manner. After the uploading



of data to the website, the directors and HODs must examine the data for any corrections and updates.

6. **Agenda Item 03: Review of preparedness for Internal Mock NAAC inspection**

The Director, IQAC reviewed the preparedness of the individual institute for the upcoming Mock NAAC inspection. Each institute must prepare and present a PowerPoint presentation for the Mock NAAC team by October 2, 2023. A mock visit to assess the level of preparedness is to be conducted on October 4-6, 2023. All the institutes must be ready for verification of the documents, Institute's Presentation, and visit to institutes, laboratories, museum, Moot Court, studio, etc.

7. **Agenda Item 04: Discussion about the preparation and submission of Student Feedback on Curriculum development for the year 2022-23**

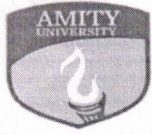
Student feedback on curriculum development for 2022-23 is collected by IQAC and shared with the institute. The institute needs to analyze, prepare, and submit the action taken report.

8. **Agenda Item 05: Presentation of SSR to faculty members**

The self-study report of AUMP was shared with the institution. Hon'ble Pro-Chancellor and other members advised the institutions to present the SSR report in the form of a presentation to faculties.

9. **Agenda Item 06: Review of IQAC preparedness for Mock NAAC Visit.**

The Director, IQAC reviewed the preparedness of the IQAC for the upcoming Mock NAAC inspection. He has provided input to improve the PowerPoint presentation for the Mock NAAC team by October 20, 2023. The IQAC director, to prepare and present their best for the inspection and ensure the availability of all documents/files and resources needed for the same.



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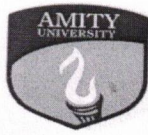
10. Agenda Item 07: Any Other Items with the Permission of the Chair

There being no other point by any member, the meeting was concluded at 12:10 hrs with thanks to the Chair.

Date : 16/10/2023

Place : Gwalior

Prof (Dr) M P Kaushik
Director & Coordinator, IQAC



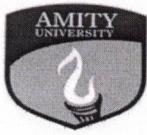
MINUTES

MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

DATE : 19 December 2023

TIME : 11:00 AM

VENUE : Conference Room
Academic Block 'B'
Amity University Campus
Maharajpura,
Gwalior (M.P.)



Appendix – A

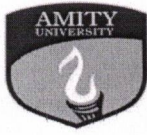
(Refer to Para 2)

INTERNAL QUALITY ASSURANCE CELL MEETING:

19 December 2023

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Discussion on the points raised by NAAC Peer Team during the visit on dated 28 November 2023 to 30 November 2023.
Item No. 3	Discussion on the dates of re-visit of NAAC Peer Team.
Item No. 4	Review of Preparedness for re-visit of NAAC Peer Team.
Item No.5	Any Other Items with the Permission of the Chair.



Date: 19.12.2023

MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF
AMITY UNIVERSITY MADHYA PRADESH,
HELD ON 19 December 2023

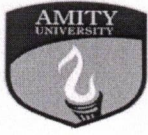
1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 19 December 2023 at 1100 hours in Conference Room, Block B. The meeting was held under the Chairmanship of Prof.(Dr.) Anil Vashisht, the Officiating Vice Chancellor, AUMP, Gwalior.
2. The Agenda Points proposed to be discussed during the meeting were earlier circulated to all members and are attached at Appendix-A. The list of Members of Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix-B.
3. After the attendance the internal quality assurance cell proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.

4. **Agenda Item 01: Welcome address by Chairperson-IQAC**

The meeting was chaired by the Hon'ble Vice-Chancellor of the University and Chairperson of IQAC initiated the proceedings with his welcome speech. Appreciating the consistent efforts of IQAC to ensure quality in all domains of university's functioning, he outlined the need of extra care to be taken in terms of student wellbeing and discipline. The Chairperson proposed and explained the agenda points to the members of IQAC.

5. **Agenda Item 02: Discussion on the points raised by NAAC Peer Team.**

The Director, IQAC Prof. (Dr.) M. P. Kaushik, discussed the points raised by NAAC Peer Team during the visit on dated 28 November 2023 to 30 November 2023 and accordingly the feedback and suggestions with respect to all departments were discussed with members of IQAC.



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The Chairperson suggested to all the members of IQAC to incorporate the respective suggestions and take the initiative accordingly.

6. **Agenda No. 3: Discussion on the dates of re-visit of NAAC Peer Team.**

The Director IQAC discussed the point with reference to 176.11th NAAC Standing Committee meeting decision on A & A result on 11th December 2023.

The Standing Committee of NAAC recommended a revisit of NAAC Peer Team to Amity University Madhya Pradesh, Gwalior.

After the discussion the proposed dates for the revisit of NAAC Peer Team was suggested as given below:

1. 31 January 2024 to 02 February 2024 - Wednesday, Thursday, and Friday
2. 27 February 2024 to 29 February 2024 – Tuesday, Wednesday, and Thursday
3. 14 March 2024 to 16 March 2024 – Thursday, Friday, and Saturday

And informed to NAAC Coordinator, to upload on NAAC portal for further action.

7. **Agenda Item 04: Review of Preparedness for re-visit of NAAC Peer Team**

The Director, IQAC proposed a Review Committee to check the preparedness of the various departments in line with the suggestions given by NAAC Peer Team. It was directed to keep all the documents and resources be ready for the inspection and to present the strength of the department in best possible manner.

8. **Agenda Item 05: Any other item with the permission of chair**

There being no other point raised by any member, the meeting was concluded at 1300 hrs with thanks to the Chair.

Date : 19.12.2023

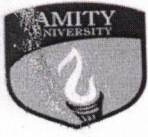
Place : Gwalior

Prof. (Dr.) M. P. Kaushik

Director, IQAC

Copy to:

1. All members of IQAC- by email.
2. IQAC File.



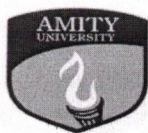
MINUTES

MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

DATE : 25 April 2024

TIME : 11:00 AM

VENUE : Conference Room
Academic Block 'B'
Amity University Campus
Maharajpura,
Gwalior (M.P.)



Appendix – A

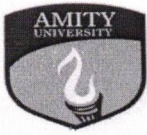
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INTERNAL QUALITY ASSURANCE CELL MEETING:

25 April 2024

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Rectification of minutes of previous IQAC meeting held on 19/12/2023
Item No. 3	Approval of University AQAR report 2022-23.
Item No. 4	Approval of Stakeholder Feedback Report.
Item No. 5	Evolve broad parameter and methodology for formulation of strategic plan for next five years (starting from 2025-26)
Item No. 6	Presentations on Best Practices/Highlights/Achievement at Amity University Madhya Pradesh during the academic session 2022-23: <ul style="list-style-type: none">a. Academicsb. Researchc. Examinationsd. Industry Interaction & Placementse. Students Activity Report (sports/cultural/outreach activity) and Achievements in the year 2022-23.
Item No. 7	Any Other Items with the Permission of the Chair.



Date: 25.04.2024

MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF
AMITY UNIVERSITY MADHYA PRADESH,
HELD ON 25 April 2024

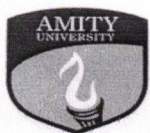
1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 25 April 2024 at 1100 hours in Conference Room, Block B. The meeting was held under the Chairmanship of Prof. (Dr.) Anil Vashisht, the Officiating Vice Chancellor, AUMP, Gwalior.
2. The Agenda Points proposed to be discussed during the meeting were earlier circulated to all members and are attached at Appendix-A. The list of Members of Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix-B.
3. After the attendance the internal quality assurance cell proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.

4. **Agenda Item 01: Welcome address by Chairperson-IQAC**

The meeting was chaired by the Hon'ble Vice-Chancellor of the University and Chairperson of IQAC initiated the proceedings with his welcome speech. Appreciating the consistent efforts of IQAC to ensure quality in all domains of university's functioning. The Chairperson proposed and explained the purpose and relevance of the agenda points to the members of IQAC.

5. **Agenda Item 02: Ratification of minutes of previous IQAC meeting held on 19/12/2023.**

The Director, IQAC Prof. (Dr.) M. P. Kaushik, proposed the ratification of the minutes of the previous meeting held on dated 19 December 2024 and appreciated the efforts done by various stakeholders during II visit of NAAC Peer Team from 31/01/2024 to 02/02/2024.



6. **Agenda No. 3: Approval of University AQAR report 2022-23.**

The Director IQAC presented a detailed Annual Quality Assurance Report (AQAR) of the University for the academic year 2022-23 that highlighted the results achieved in various key areas, and then AQAR was approved by Chairperson and other IQAC members. The efforts made for the implementation of the National Education Policy, registration of students on Academic Bank of Credits (ABC) portal, marksheets and degrees uploaded on Digilocker etc. were appreciated.

7. **Agenda Item 04: Approval of Stakeholder Feedback Report.**

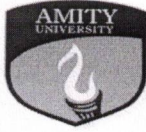
The Director, IQAC presented the Stakeholders Feedback Reports and analyzed by IQAC based on the feedback collected from teachers, students, employees and alumni. The Chairperson requested all the Institutes/Schools of AUMP to make the action plan for implementation of the suggestions given by stakeholders to improve the teaching and learning processes.

8. **Agenda Item 05: Evolve broad parameters and methodology for formulation of strategic plan for next five years (starting from 2025-26).**

The Chairperson proposed some broad parameters and methodology to prepare a strategic plan for next five year starting from 2025-26 to attains the objectives through an innovative academic system, improved human resources, extensive research and enough facilities. The University encourages cooperation between industry and academia through supported research, consultation and collaboration.

9. **Agenda Item 06: Presentations on Best Practices/Highlights/Achievement at Amity University Madhya Pradesh during the academic session 2022-23.**

The best practices adopted in Amity University Madhya Pradesh, Gwalior (AUMP) in execution of Academic and Non-academic activities were presented before the members of the IQAC for suggestions and improvements.



a) **Academics:**

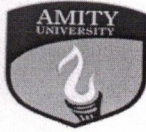
Prof. (Dr.) Kuldip Dwivedi, Dy Dean- Academics made a presentation on best practices being followed at AUMP in terms of academics. He stressed that the academic approaches at AUMP promote the establishment and enforcement of threshold expectations in order to ensure and enhance academic achievement by monitoring, assessing, and encouraging students in a way that facilitates continuous improvement in teaching - learning process. He proposed the implementation of NEP 2020 in various programs offered by the university.

b) **Research/ Consultancy/Projects/Patents:**

Dr. Swapnil Rai presented a comprehensive report on the measures implemented by the Directorate of Research and Publications (DRP) including the outcomes of quarterly and monthly research report, the self-identified research objectives of faculty members, the guidance and encouragement of faculty members to submit research projects and the promotion of interdisciplinary project work. In addition, he presented the DRP's research metrics of the year and plans.

c) **Examinations:**

Brig. (Dr.) J. Matta, Controller of Examination, AUMP made a presentation on examination best practises adopted by AUMP. He described the organisation of examination department, its functioning, evaluating and grading system. Highlighting the future strategic framework, he outlined the effective automation of examination processes relating to the planning and execution of the assessments, the execution of exams, the valuation and the announcement of results. The potential features of the examination system were also illustrated, which included the online submission of question papers, online examination and evaluation.



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Industry Interaction & Placements:

Dr. Rajat Pathak, Director CRC presented a detailed report on the best practices adopted by the university in terms of Industry Interaction & Placements. Sketching out the excellent placement records of the past years in terms of the number of companies visiting the campus, average CTC offered and percentage of placements, he presented a typical month-wise CRC Activity Chart.

Students Activity Report (sports/cultural/outreach activity) and Achievements


Prof.(Dr.) Iti Roy Chaudhary, Dean Students Welfare presented a detailed report of activities conducted by the University around the year 2022-23 and also presented the achievements of the students, faculty members and for extension and outreach activities of the University

11. Agenda Item 07: Any other item with the permission of chair

There being no other point raised by any member, the meeting was concluded at 1300 hrs with thanks to the Chair.

Date : 25.04.2024

Place : Gwalior


Prof. (Dr.) M. P. Kaushik
Director, IQAC

Copy to:

1. All members of IQAC- by email.
2. IQAC File.