



Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

A meeting of IQAC committee was held on 04th May 2024 at 12.30 p.m.in Hall-04 of the Central Auditorium of the University.

The meeting was presided by Hon'ble Vice Chancellor Prof. Javed Musarrat.

The following committee members attended the meeting: -

S. No	Name of the Member	Designation
1	Prof. Javed Musarrat	Hon'ble Vice Chancellor
2	Prof. Mohd Haris Siddiqui	Registrar
3	Prof. Iqbal Parwez	Dean, Academic Affairs, BGSBU, Rajouri (J&K)
4	Dr. Deepak Kumar Singh	CEO, DK Infosolutions
5	Prof. Abdul Rahman Khan	Controller of Examination & Dean, Sciences
6	Prof. Wahajul Haq	Dean, Research & Development
7	Prof. T. Usmani	Dean Faculty of Engineering
8	Mr. Ahmad Raza	Treasurer
9	Prof. Syed Aqeel Ahmad	Director-HRDC
10	Prof. M.A Khalid	Dean, Student's Welfare
11	Prof. Khaleel Ahmed Manik	Vice Dean, IIMS&R
12	Prof. Saba Siddiqui	Head, Department of Agriculture
13	Prof. Snober Shabnam Mir	Head, Department of Bioscience
14	Prof. Mohammad Faisal	Head, Department of Computer Application
15	Dr. Nilanjan Mukherji	Assistant Professor Department of Business Management & Director-CCG&D
16	Dr. M.U Raja	Librarian
17	Mr. Zishan Raza Khan	Dy. Director-HRDC
18	Dr. Salman Khan	President Alumni Association
19	Mr. Divesh Dutt	Assistant Professor Department of Business Management & Coordinator DQAC's, IQAC
20	Dr. Tasneem Ahmed	Associate Professor Department of CA & NIRF Coordinator
21	Ms. Sana Parveen	Research Scholar-IUL (Student Member)
22	Dr. Moiz Akhtar	Assistant Director-IQAC
23	Prof. N. R. Kidwai	Dy. Director-IQAC
24	Prof. Syed Mishbahul Hasan	Director-IQAC

The Chairman welcomed the members,

The agenda was taken up by the Director, IQAC.

1. Confirmation of minutes of the IQAC meeting held on 03.06.2023.

Resolution: The Members unanimously confirmed the minutes of the IQAC meeting held on 03.06.2023.

2. Action Taken Report for Task & Activities conducted in session 2023-24.

Director, IQAC presented the action taken report regarding different activities & tasks conducted in the session 2023-24 including academic audit, DQAC meeting, various



rankings submission along with their post result analysis, setting up the smart goals/targets for the session 2023-24 for departments and proposed QIP event. The Chair appreciated the work of IQAC team and ranking team. The chair suggested that all members should contribute to ensure the success of the Quality Improvement Program (QIP), scheduled for May 8, 2024 on the topic "Pathways to Excellence: Enhancing Accreditation, Rankings, and Outcome-Based Education."

***Resolution:** The committee members, after deliberation and discussion unanimously approved the ATR.*

3. IQAC Activity Calendar (2024-25).

Director, IQAC presented the tentative activity calendar for the session 2024-25 which states the various activities to be undertaken by of IQAC including various ranking assignments for the University.

***Resolution:** The committee unanimously approved the proposed IQAC calendar.*

4. IQAC as the Nodal Office and the Director, IQAC to be the Nodal Officer for all applications/submissions towards ranking/accreditation etc.

It was proposed by the Director, IQAC that for various ranking and accreditation-related operations, IQAC serve as the nodal office and the Director, IQAC as the nodal officer. He stated that in addition to data evaluation and analysis, it would offer synergy in data submission.

***Resolution:** The committee unanimously approved the same.*

5. Discussion on progress regarding the meeting held with DQAC coordinators regarding targets and strategies for their achievements.

The Director, IQAC has presented outcomes of the meetings with DQAC for the 2023-24 session. He added that DQAC's responsibilities for conducting excellent work on institutional and academic platforms have evolved, and that all DQAC are now expected to act as IQAC's nodal support.

In order to receive and supply the data via a single point of contact, the Dy. Director IQAC has suggested that the house establish the DQAC from the Administration/Non-Academic Section (Registrar Office, Accounts, Academics, Examination, CCG&D, etc.)

***Resolution:** The Chair suggested the IQAC to regularly review and monitor target & activities for all stakeholders for improving the quality parameters and data collection. The house unanimously approved proposal of creation of the DQAC's from Non-Academic sections*



6. To strengthen the data collection platform for accreditation & ranking related parameters.

The Director, IQAC has presented the new portal of AQAR in the house which has been an advanced version of previous one having more reliable and accurate data collection platform with the data segregation tools which can help the user to use data for different purpose (ranking & accreditations). Dy. Director IQAC mentioned that the launch of the new portal depends on availability of programmer/ designer. Chairman requested COE to release the mentioned resource as soon as possible for the proposed task.

***Resolution:** The house has appreciated the work of technical team and the Chair suggested completion at the earliest for the launch in upcoming session by pooling resources as required.*

7. Ratification of IQAC budget for the session 2024-25.

The Director, IQAC has presented the budget of IQAC for the session 2024-25 in the house.

***Resolution:** The members unanimously agreed to enhance the budget of IQAC, Director, IQAC has been requested to make a budget and submit it to finance section for allocation of funds.*

8. Ratification of Criterion teams for supervision of data collection and finalization of documents for AQAR, accreditation & ranking.

***Resolution:** The house ratified the revised list of the criteria wise team.*

9. Review of progress on the feedback for the session 2023-24.

The Deputy Director, IQAC presented the review report and solicited member comments for feedback question revisions that could improve the analysis and yield more accurate results.

***Resolution:** The house has approved the report and authorized the Director IQAC to improve the feedback form and to take the corrective measures for the quality improvement as required.*

10. Any other Item

- a. Dr. Deepak Kumar has suggested that data collection for central needs be covered and collected through one form only. The question needs to be improved for more hygiene data.
- b. The Vice Chancellor, Integral University enquired about the registration for the QIP program within and outside the University and asked that it be made mandatory for departments aspiring for NBA accreditation in the session 2024-25.



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- c. The Vice Chancellor, Integral University applauded IQAC for creating the manual of "Outcome Based Education" and suggested to incorporate LOCF guidelines of UGC. He appreciated Dy. Director IQAC for contribution in manual and asked to incorporate LOCF concepts from writeups of COE.

Date: 06 May 2024


30/05/24

(Prof. N.R. Kidwai)
Dy. Director-IQAC


30/5/24

(Prof. Syed Misbahul Hasan)
Director-IQAC