



INTERNAL QUALITY ASSURANCE CELL (IQAC)
INTEGRAL UNIVERSITY, LUCKNOW

Minutes of the Meeting

A meeting of NAAC preparation was held on **17th June' 2021** at 11.30 a.m. for Criteria III review at Conference Room of Administration Block. The meeting was presided by Pro Chancellor Dr. Syed Nadeem Akhtar.

The following members attended the meeting:

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|------------------------------|---|----------------------------------|
| 1. Prof. Javed Musarrat | - | Vice Chancellor |
| 2. Prof. T. Usmani | - | Chief Evaluator, NAAC- Programme |
| 3. Prof. Syed Misbahul Hasan | - | Director-IQAC |
| 4. Prof. Wahajul Haq | - | Criteria III Mentor |
| 5. Dr. Snober S. Mir | - | Criteria III Incharge |
| 6. Dr. Tariq Mahmood | - | Member Criteria III |
| 7. Dr. Mohd. Asim | - | Member Criteria III |
| 8. Dr. N. R. Kidwai | - | Deputy Director, IQAC |

The Chairman welcomed members. The following issues were discussed and resolutions made accordingly. Quantitative and Qualitative matrices of Criteria 1 was discussed at length and data/documents were reviewed.

Following directives were issued:-

1. The Mentor of Criteria III explained the improvements, grey areas, challenges/difficulties, to the members of the house in detail.
2. **Key Indicator 3.1-** The data for seed money to be verified with accounts department. All the data should be properly supported by substantial proof required by NAAC.
3. **Key Indicator 3.2-** Every data should be cross verified with Accounts department, there is need to apply for more government research grants/research projects. Measures should be taken for Extramural funding from non-government sources also.
4. **Key Indicator 3.3-** The data should be sensitize and filtered for final draft with proper documentation. Data Filtration should be made systematic with assistance of SDC.
5. **Key Indicator 3.4-** To check all the data with the concern heads for verification, e-contents created by faculty should be properly examined and segregate accordingly. The Pro Chancellor instructed to increase e-courses creation.
6. **Key Indicator 3.6-** Current data is satisfactory but needs to be improved.
7. **Key Indicator 3.7-** It was directed by Pro Chancellor to increase team members as requested by Mentor.
8. Overall data has to be filtered as early as possible.
9. Data should be directly visible with SDC/AQAR Portal.
10. SOP previously given for webinar to be followed strictly.
11. All activities at department/university level must seek prior permission from competent authority.

The Pro Chancellor appreciated the progress done so far and anticipated more improvement till next meeting.

The meeting ended with Vote of Thanks to the Chair.

(Prof. Syed Misbahul Hasan)
Director, IQAC

Date: 17 June 2021

INTERNAL QUALITY ASSURANCE CELL (IQAC) INTEGRAL UNIVERSITY, LUCKNOW

Minutes of the Meeting

A meeting of NAAC preparation was held on 03 June 2021 at 11.00a.m. for Criteria V & VI review at conference room of administration block. The meeting was presided by Pro Chancellor Dr. Syed Nadeem Akhtar.

The following members attended the meeting:

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| 1. Prof. Javed Musarrat | - | Vice Chancellor |
| 2. Prof. T. Usmani | - | Chief Evaluator, NAAC- Programme. |
| 3. Prof. Misbahul Hasan | - | Criteria V Mentor |
| 4. Dr. Nilanjan Mukherjee | - | Criteria V Mentor |
| 5. Prof. M.A. Khalid | - | Criteria V Incharge |
| 6. Dr. Anuradha Mishra | - | Member Criteria V |
| 7. Dr. Asma Farooq | - | Member Criteria V |
| 8. Mr. Ahmad Raza | - | Criteria VI Mentor |
| 9. Dr. Naseem Ahmad Jafri | - | Incharge Criteria VI |
| 10. Dr. Moiz Akhtar | - | Member Criteria VI |
| 11. Dr. Najmuddin Ahmad | - | Member Criteria VI |
| 12. Dr. Ahmad Faiz Minai | - | Member Criteria VI |
| 13. Dr. Tasneem Ahmad | - | Member Criteria VI |
| 14. Mr. Abdul Mateen Siddiqui | - | Incharge SDC |
| 15. Mr. Anand Sharma | - | Programmer, SDC |
| 16. Dr. N.R. Kidwai | - | Deputy Director IQAC |

The Chairman welcomed members. The following issues were discussed and resolutions made accordingly

1. Quantitative matrices of criteria V was discussed at length and data/documents were reviewed.

Following directives were issued:-

1. The AQAR format should be updated to adopt changes in SSR format by NAAC, and data should be uploaded by all concerned on the AQAR as soon as possible.
2. All policy documents related to scholarship and guideline related to all statutory or regulatory authority for grievance should be kept and considered for updation of any policy/committee/guideline for the University.
3. For student progression and placement the CCG&D and Mentor should make more efforts by contacting their peer students for the data. SDC will help accordingly to sought out data.
4. The SDC was asked to expedite the work and do the corrections/addition required by criterion Incharges to the AQAR portal as soon as possible.
5. For criteria point 5.3.1 and 5.3.3 it was instructed to check every entry, and data needs to be updated as discussed.
6. There should be efforts to improve the Alumni fund.
7. It was directed by Pro Vice Chancellor to create a check box in front of every entry made on AQAR portal, which will be reviewed and check box to be filled by Criteria Incharge and then only be displayed in the final report.

2. Quantitative matrices of criteria VI was discussed at length and data/documents were reviewed.

Following directives were issued:-

1. All criterion points having text should be assessed by Mentor with guidance from Vice Chancellor and updated accordingly.
2. It was stressed by Pro Chancellor to guide the HoDs of department/office/Cell to maintain data on AQAR. Data submit otherwise may not be considered.
3. Professional Development Programme should be verified by HRDC and CALEM should be included in 6.3.3.1
4. It was suggested by Vice Chancellor make efforts and apply to other accrediting/ranking bodies within and outside the country.
5. As for the post accreditation issues it is advised by the Pro Chancellor to list all the improvements done since 2016 of all academic and administrative areas.
6. It is advised by Pro Chancellor to prepare all text with proper supported documentation for every criterion in a manner that can be easily verified to the NAAC.

Pro Chancellor directed IQAC, that minutes of the meeting should be shared at the earliest. The meeting ended with Vote of Thanks to the Chair.

Date: 03 June 2021


(Dr. N.R. Kidwai)
Deputy Director, IQAC