

Ref. No: IIMTU/IQAC/April -2019/01

04.04.2019

Internal Quality Assurance Cell

Agenda for the 7th meeting

NOTIFICATION

Date/Time: Friday 09 April 2019 / 12:30 PM -01:30 PM

Venue: A Block Conference Hall

To Discuss on Below Agendas

Agenda No	Agenda Items
1	Academic Bench Mark
2	Administrative Activity
3	Research Activity
4	Training Activity

Jeswari
COORDINATOR IQAC



(11)

INTERNAL QUALITY ASSURANCE CELL

The meeting of internal quality assurance cell was conducted on 09/04/2019 by 12:30 PM in the Administrative Block and the following members were present.

1) Prof. Deepa Sharma (PVC)	Chairperson <u>Deepa Sharma</u>
2) Shri Ashok Kumar (Registrar)	Member <u>Shri Ashok Kumar</u>
3) Shri Rajendra Pushpad, Finance Officer	Member <u>Shri Rajendra Pushpad</u>
4) Prof. R.S Parmar, Professor	Member <u>Prof. R.S Parmar</u>
5) Prof. S.K Toor, Professor	Member <u>Prof. S.K Toor</u>
6) Smt. Asha Yadav, Principal	Member <u>Smt. Asha Yadav</u>
7) Dr. Sandeep Kumar, DSW	Member <u>Dr. Sandeep Kumar</u>
8) Dr. Aditya Sharma, Associate Professor	Member <u>Dr. Aditya Sharma</u>
9) Dr. Surabhi Singhal, Associate Professor	Member <u>Dr. Surabhi Singhal</u>
10) Smt. Archana Jain, Assistant Professor	Member <u>Smt. Archana Jain</u>
11) Shri Ajay Pratap Singh, Alumni	Member <u>Shri Ajay Pratap Singh</u>
12) Shri Vaibhav Sharma, Student Council	Member <u>Shri Vaibhav Sharma</u>
13) Prof. I.S Easwari, Dean- Pharmacy	Coordinator <u>Prof. I.S Easwari</u>

The minutes of the meeting:

Agenda

1. Academic Bench Mark
 - Introduction of new courses and regulatory approval status
2. Administrative Activity
 - Quality up-gradation of Infrastructure of University.
3. Extension Activity
 - Plan for session 2019-20 for seminar / workshop
4. Research Activity
 - Ph.D Entrance for 2019 session and result for session n2018.
5. Training Activity
 - Student's exam status of NPTEL courses and Non teaching computer acquaintance.

Minutes.

1. **Academic bench mark**

The plan for new courses introduction of various departments for session 2019-20 and the regulatory requirement for compliance with respect to them was discussed.
2. **Administrative activity.**

The infrastructure quality up-gradation department wise as insisted by PVC for submission to get it sanctioned from management was discussed. Every department expressed their requirement and its importance and facilitation as requested. The facilitation of rooms of Boys and Girls hostel and their up-gradation as per student requirement, shifting of hostel, room moderation were discussed.
3. **Extension Activity.**

The plan for conduction of seminar / workshops at National / International level with sponsorship from professional bodies was discussed. Insistence was made for attracting student participation from other states.
4. **Research Activity**

The Ph.D entrance exam, syllabus and its approval by BOS as per UGC norms was discussed. The status of result for RDC of session 2017 students was discussed.
5. **Training Activity**

Student exam status of NPTEL courses and Non Teaching staff computer acquaintance status was discussed.

With the approval of the Chair the following was discussed:

1. Library up-gradation
2. Computer lab up-gradation

Member Secy



Deepa Sharma
Chairperson

Vice Chancellor
TMT University, Meerut, U.P.

The minutes of the meeting:

1. Academic bench mark

- The academic course content improvement to keep at par with latest inclusion of subjects like GST, cloud computing in respective subjects were discussed.
- The current student feedback parameters and measures to make it online and its implementation was discussed.
- The online course exam fees payment status and course coverage was discussed.

2. Extension Activity

- The teams for various sports activities, department wise incharge, scrutiny for few national participation were listed and discussed.
- The faculty sports activities to be conducted was discussed and schedule was listed.
- It was insisted that measures are to be taken for plantation of more trees as in the campus greenary must be improved.

3. Administrative Activity

- The role of proctors, anti ragging committee was discussed in improving the general campus conduction of students and measures were listed to improve their monitoring.
- The current food quality auditing system for mess and canteen was reviewed and changes were suggested.
- The entry register and their maintenance process in both boys and girls hostel was reviewed and suggestions for improvement were taken.

4. Research Activity.

- The new research proposals from each department was discussed and the future plan with suggestions were noted.
- The recommendation of members for improvement on research oriented infra structure was discussed and noted.

5. Training Activity

- The computer and network department heads were requested for facilitation of computer basic training for non teaching staff in the main computer lab and they have assured to involve them on online exam conduction programme and there by train them.
- Department wise conduction of refresher courses for faculty during holidays/winter break was discussed.

The meeting was concluded with thanks to the chair and request by the member secretary to the members for faster implementation of the issues discussed in the meeting.

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Member Secretary



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Chairperson

Vice Chancellor
IIMT University, Meerut, U.P.

Internal Quality Assurance Cell

Agenda for the 6th meeting

NOTIFICATION

Date/Time: Wednesday 09 Aug. 2018 / 11:00 A M -12:30 PM

Venue: A Block Conference Hall

To Discuss on Below Agendas

Agenda No	Agenda Items
1	To Discuss on Academic Bench Mark
2	To Discuss on Administrative Activity
3	To Discuss on Extension Activity
4	To Discuss on Training Activity



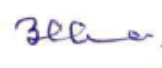


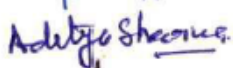

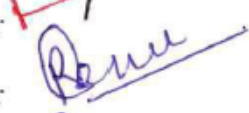



Jeswami

COORDINATOR IQAC



INTERNAL QUALITY ASSURANCE CELL

The meeting of internal quality assurance cell was conducted on 09/08/2018 by 11:00 am in the Administrative Block and the following members were present.

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|-----|-----------------------------------|------------------|---|
| 1) | Dr. Ashok Kumar (Vice Chancellor) | Chairperson |  |
| 2) | Dr. Deepa Sharma (PVC) | Member |  |
| 3) | Shri Ashok Kumar (Registrar) | Member |  |
| 4) | Prof. Archana Jain | Member |  |
| 5) | Dr. R. S. Parmar | Member |  |
| 6) | Prof. Aditya Sharma | Member |  |
| 7) | Dr. A.K. Chauhan | Member |  |
| 8) | Prof. Anshu Teotia | Member |  |
| 9) | Dr. Renu Mavi | Member |  |
| 10) | Prof. S.K. Toor | Member |  |
| 11) | Dr. T.S Easwari | Member Secretary |  |

Agenda

1. Academic Bench Mark
 - Academic course BOS approval audit.
 - New course for next session
 - Approval status of regulatory bodies for various courses.
2. Administrative Activity
 - Uniform of students and its monitoring.
 - Canteen utility of students and staff
 - Faculty dress code.
3. Extension Activity
 - NCC activities
 - Sports activities
4. Research Activity
 - Ph.D. scholar academic status review.
 - Current projects application status.
 - Follow up status of ongoing projects.
5. Training Activity
 - Faculty training of ERP.
 - Faculty training in online courses.

The minutes of the meeting:

1. Academic bench mark

- A review of BOS approval of various courses was briefed by Pro vice Chancellor and suggestion were made and noted.
- The new course suggestion for the next academic year was discussed and noted.
- The approval status of various courses by respective regulatory bodies was reviewed and the application submission as per dead line was reminded.

2. Extension Activity

- The active training and camp conduction of NCC was appreciated and the active enrolment of girls in NCC was insisted.
- The sports competitions for students and faculty were reviewed and suggested for acceleration with the commencement of new session.

3. Administrative Activity

- As the exams are approaching it was insisted for strict implementation of uniform monitoring through the security and proctorial board.
- The intercom facilitated order facility for canteen was appreciated and the students utility was suggested to be kept in a more organized form through better service and monitoring during university working hours.
- It was insisted for proper maintenance of faculty dress code and the violation levels to be monitored through registrar office.

4. Research Activity

- The fees payment and work review status of Ph.D. students was discussed and due payment of fees in time by students was insisted.
- A review of current projects applied was made and it was insisted for dean to encourage more projects to be applied through faculty.
- The ongoing projects were reviewed and it was insisted for sending reminders for next installment release where ever required.

5. Training Activity

- It was insisted for providing training to new faculty in ERP for better work output.
- The conduction status of courses of NPTEL and spoken tutorial were reviewed and faculty training for new inmates were insisted.

The meeting was concluded with thanks to the chair and members by the secretary.

Seasman
 Member Secretary


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 Chairperson
 Vice Chancellor
 IIMT University, Meerut, U.P.