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## INTERNAL QUALITY ASSURANCE CELL

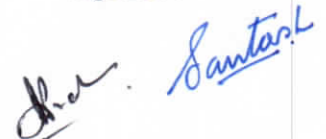
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### *Minutes of 17<sup>th</sup> Meeting of IQAC*

**Date:** September 29, 2023  
**Time:** 03:15 PM  
**Venue:** Conference Hall  
Academic Block-III  
Invertis University, Bareilly







The 17<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) was held on **29<sup>th</sup> September 2023, at 03:15 PM** at the Conference Room of Academic Block-III of Invertis University, Bareilly. The following members attended the meeting:

- 1 Prof. Y. D. S. Arya
- 2 Prof. P. P. Singh
- 3 Mr. Santosh Kumar
- 4 Prof. R. K. Shukla
- 5 Prof. Manish Gupta
- 6 Prof. Reena Jaiswal
- 7 Dr. S. S. Tripathi
- 8 Dr. Archana Mehrotra
- 9 Dr. Jitendra Nath Srivastava
- 10 Mr. Sarthi Prasad Gauda
- 11 Dr. Kamlesh Kumar Dubey
- 12 Mr. Sarnam Singh
- 13 Dr. Pankaj Rai
- 13 Dr. Ankita Tandon
- 14 Dr. Prakhar Saxena
- 15 Ms. Surbhi Sharma
- 16 Dr. Avdhesh Sharma
- 17 Dr. Gaurav Agarwal
- 18 Dr. Rajeev Bhandari
- 19 Ms. Swati Agarwal
- 20 Mr. Jitendra Parashari
- 21 Mr. Shwetang Verma
- 22 Ms. Anushika Jaiswal
- 23 Mr. Ashutosh Pradhan



<b>Minutes of Meeting of 17th IQAC</b>			
<b>Date:</b>	<b>29 September 2023</b>	<b>Start Time:</b>	<b>3:15 PM</b>
<b>Location:</b>	<b>Conference Room (AB-III)</b>	<b>End Time:</b>	<b>4:30 PM</b>
<b>Chair:</b>	<b>Prof. Y.D.S. Arya</b>	<b>Minute Taker:</b>	<b>Ashutosh Pradhan</b>
<b>1. Agenda</b>			
<b>Item No.</b>	<b>PARTICULARS</b>		
1	To confirm the minutes of the IQAC meeting held on 21st June 2023.		
2	Action Taken Report (ATR) on the minutes of the last meeting.		
3	Data Collection for AQAR-2022-23		
4	Planning of IIQA Submission for Reassessment of Cycle-I		
5	Expansion of CSED		
6	Planning for Smart ID Card for Students and Employee		
7	Participation in NIRF-2024		
8	Government recognition of CSED as a Business Incubation Centre		
9	Promote Research/IPR activities enabled environment		
10	Any other item with the permission of Chair.		
<b>2. Summary of Discussion</b>			
<b>Item No.</b>	<b>Discussion</b>		
1	The meeting started with the permission of chair and members have confirmed the minutes of the last IQAC meeting held on 21 June 2023, already circulated to all through e-mail.		
2	The Action taken report (ATR) of the last meeting was presented by Director - IQAC to members for information & discussion.		
3	It was discussed that we should collect the data for coming AQAR 2022-23 in the same manner as for AQAR 2020-21 & 2021-22 and it is to be submitted up to 31st December 2023.		
4	Director IQAC has informed the members that university should go for reassessment of NAAC grading. For this IIQA is planned to be submitted at the earliest for Reassessment of Cycle-I and for this we need to collect and analyse the data regarding IIQA. Coordinator IQAC is requested to follow up and ensure the submission of same in time.		
5	It was discussed that we should expand CSED for more programs as we have completed one year. Director-CSED has appraised the members that some of the high-end instruments like VMC, Air Compressors, Gen Sets required for Robotics & manufacturing setup have already been installed and work for separate building is almost completed.		
6	For better security and utility, it was discussed that from this academic session we may go for smart ID card for both students and employees. The Registrar office may initiate with proper approvals for execution of it at the earliest with suitable vendor.		





7	As previous, we should go for NIRF - 2024 this time also. For this we need to appoint a nodal officer who will take care of all the requirements needs for this. It has been discussed to apply under four categories of Engineering, Management, Agriculture & Innovation, and university as a whole. Assistant Registrar- Mr. Sarnam Singh will coordinate for timely submission of NIRF-2024. It is requested to assistant Registrar to initiate the process for notification of same.
8	Director - CSED has appraised the members that for next phase of CSED. Members have discussed that there is a need to establish the Incubation Centre with our existing CSED facility. Director-CSED has informed the members that the formal requirements for same is almost completed and he will start the process for approval from MSME at the earliest possible. For encouragement among students towards startups, it is proposed to invite some young business tycoons of India for interaction and guidance.
9	Members has emphasized to promote research activities in departments and requested the HODs to find the possible ways to start collaborative research with institutions of eminence. As per university policy, it has been requested to Research Coordinator to initiate the process of incentive to faculty members for their research publications during 2022-23. It has also been discussed to prepare a proposal for promotion of Patent publications. further, Deans of Faculties are requested to explore the possibilities for MOU with leading institutions for research.
10	It has been discussed to initiate for II season of TEDx. As a staff welfare initiative, it has been discussed for the need of new uniform to office boys, mess workers, gardeners & sweeping staff. Meeting ended with the vote of thanks by Director-IQAC, Dr. P. P. Singh to Chair and esteemed members.

### 3. Conclusion

1	Collection of the data for submission of AQAR 2022-23
2	IIQA Submission for Reassessment of Cycle-I
3	Smart ID Card for Students and Employee
4	Participation in NIRF-2024
5	Promotion of Research/IPR activities and award of incentive.


4. Action Items	Person Responsible	Deadline
IIQA Submission for Reassessment of Cycle-I	Co-ordinator IQAC	30.10.23
Collection of the data for submission of AQAR 2022-23	Co-ordinator IQAC	30.11.23
Smart ID Card for Students and Employee	Office of Registrar	30.10.23
Participation in NIRF-2024	Mr. Sarnam Singh	30.11.23

Incentive to faculty research publications during 2022-23.	Dr. Pankaj Rai	30.10.23
<b>5. Next Meeting</b>		
<b>Date:</b> December 28, 2023	<b>Time:</b> 03:15 PM	<b>Venue:</b> Conference Room AB-3
<b>Objective(s):</b> To confirm the minutes of the IQAC & discussion on ATR of this meeting		


**Enclosures:**


1. Geotagged Photographs of Meeting
2. Signed Copy of Attendance

Date: 30/09/23

  
30/9/23  
(Ashutosh Pradhan)  
Coordinator-IQAC

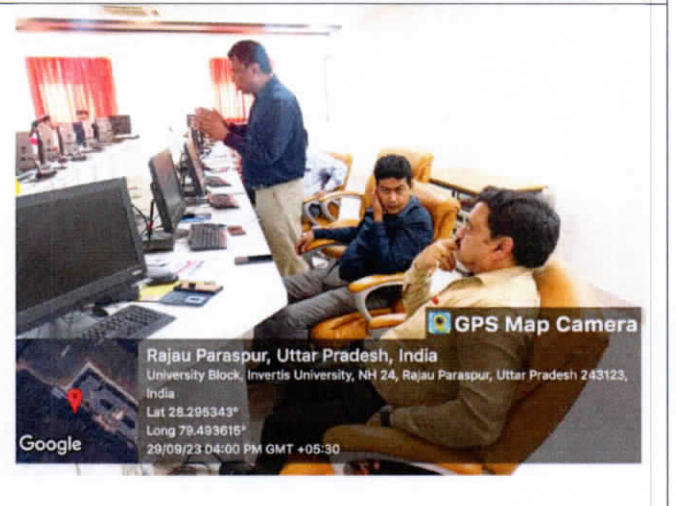
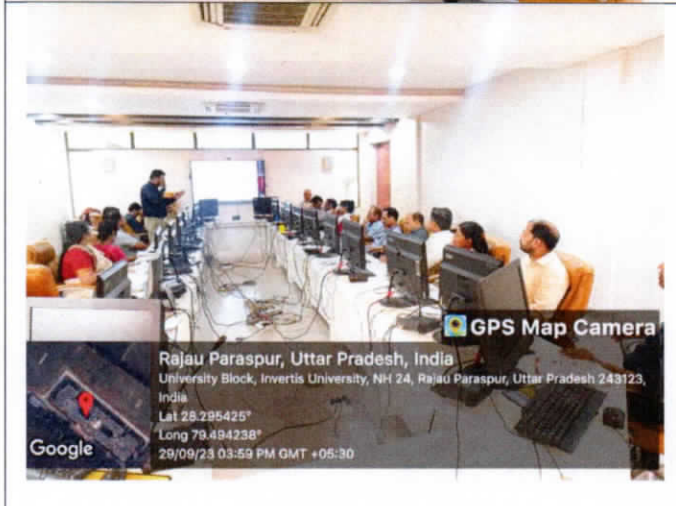
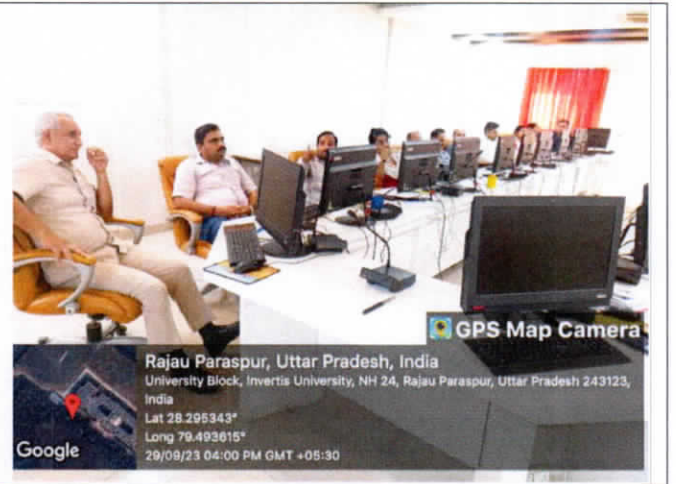
Submitted for kind confirmation and approval.

  
30/09/23  
(Prof. P. P. Singh)  
Director, IQAC



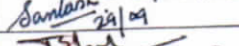

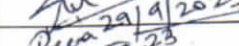
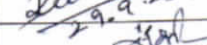

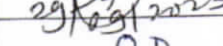
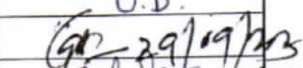


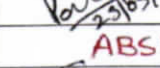

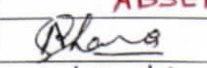
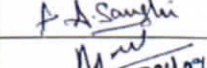
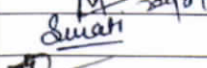
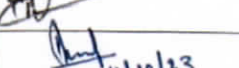
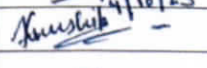

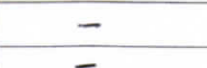
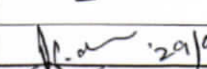

  
30/09/2023  
(Santosh Kumar)  
Registrar

  
(Prof. Y. D. S. Arya)  
Vice Chancellor

*Enclosures-1: Geotagged Photographs of Meeting*



**Enclosure-2: Attendance with Signatures**

Invertis University, Bareilly				
Internal Quality Assurance Cell				
Attendees of IQAC Meeting				
Date of Meeting: 29 Sept. 2023		Time: 3.15 PM		Venue: Conference Room (AB-III)
S. No.	Name	Designation	IQAC	Signature
1	Prof. Y. D. S. Arya	Vice Chancellor, IU	Chairperson	
2	Prof. P. P. Singh	Dean, Faculty of Science, IU	Director-IQAC	
3	Mr. Santosh Kumar	Registrar, IU	Member	 29/09/23
4	Prof. R. K. Shukla	Dean, Faculty of Engineering, IU	Member	 29.9.23
5	Prof. Manish Gupta	Dean, Faculty of Management, IU	Member	 29/9/2023
6	Prof. Reena Jaiswal	Dean, Faculty of Law, IU	Member	 29.9.23
7	Dr. S. S. Tripathi	Dean, Faculty of Agriculture, IU	Member	 29.9.23
8	Dr. Archana Mehrotra	Principal-Pharmacy, IU	Member	 29/09/2023
9	Mr. Amitabh Drone	Director Administration, IU	Member	O.D.
10	Dr. Jitendra Nath Srivastava	Director CSED	Member	 29/09/23
11	Mr. Sarthi Prasad Gauda	Director, CRC, IU	Member	 29/9/23
12	Dr. Kamlesh Kumar Dubey	Chief Proctor, IU	Member	 29/9/23
13	Mr. Sarnam Singh	Assistant Registrar, IU	Member	 29/09/23
13	Dr. Pankaj Rai	Head, Deptt. of Biotechnology, IU	Member	 29/09/23
14	Dr. Ankita Tandon	Head, MBA, IU	Member	ABSENT
15	Dr. Prakhar Saxena	Head, Deptt. of Law, IU	Member	 29/9/23
16	Ms. Surbhi Sharma	Head, Deptt. of Pharmacy, IU	Member	ABSENT
17	Dr. Avdhesh Sharma	Head, Deptt of Education, IU	Member	 29/9/23
18	Dr. Gaurav Agarwal	Head, Deptt. of CSE, IU	Member	 29/09/23
19	Dr. Rajeev Bhandari	HOD, BBA, IU	Member	 29/09/23
20	Ms. Swati Agarwal	Controller of Examination, IU	Member	 29/09/23
21	Mr. Jitendra Parashari	Finance Officer, IU	Member	 29/09/23
22	Mr. Shwetang Verma	Admission In-charge	Member	 29/09/23
23	Ms. Anushika Jaiswal	M.Sc. I Year	Student Member	 29/09/23
24	Mr. Hemant Ghai	News Director, Bharat Express	Alumni Member	-
25	Mr. Sudhir Mehrotra	Chartered Accountant	Management Nominee	-
26	Mr. Vishal Seth	Academic Relationship Manager, TCS	Industry Member	-
27	Mr. Avinash Verma	Parent	Stakeholders Member	-
28	Mr. Ashutosh Pradhan	Deputy Registrar	Coordinator-IQAC	 29/9/23









## Internal Quality Assurance Cell

### Action Taken Report of 16th meeting of (IQAC) held on June 21, 2023

S. No.	Agenda	Decision Taken	Followup Action Taken
1	Timely submission of Departmental Annual Report.	It has been discussed to submit the annual report of the department to office of IQAC within stipulated time.	Coordinator-IQAC has followed up for submission and it is in process.
2	Methodology for conducting the Academic and Administrative Audit (AAA) and criteria for evaluation.	It has been decided to frame committee for AAA including the internal and external experts to audit the data submitted by departments in form of annual reports.	AAA Committee to be announced after submission of Departmental Annual Report with guidelines.
3	Building and other infrastructure requirements and maintenance.	It has been resolved to process for expansion of academic area as well as the hostel area for upcoming session after approval from competent bodies.	One more floor is added above workshop building, hostel and AB-III building. Building construction is in full swing.
4	Departmental Action plan for academic session 2023-24.	Deans and Heads of Departments have assured the preparation of Departmental Action Plan for academic session 2023-24 before the start of session.	To be followed at department level.
5	Implementation process of mid-term examination in the coming session.	It has been resolved to conduct mid-term examination of two hours covering syllabi 60-70% in mid of the October.	Notification issued and scheduled from 16th October, 2023
6	Examination pattern of LinkedIn.	It has been discussed to conduct LinkedIn examination in next session in online mode.	LinkedIn Coordinators have been instructed accordingly.
7	Students welfare initiatives for better campus life	In addition to cafeteria there is a need to start the outdoor facility of tea & snacks for students and staff. Inclusion of more CNG buses for better transport facilities.	Start of InverTea & Incoop near landscaped lawns for better ambiance. CNG buses inclusion is in process.
8	Faculty & Staff Development Programs	Faculty & Staff Development Programs are to be planned before the start of new academic session.	Faculty & Staff Development Programs have been conducted during 17th to 22nd July 2023
9	Review of the data for submission of AQAR	AQAR Data of AY 2021 & 2022 to be collected and compiled.	AQAR Submitted on 29 July 2023 for AY 2021 & 2022