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## **INTERNAL QUALITY ASSURANCE CELL**

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### ***Minutes of 15<sup>th</sup> Meeting of IQAC***

**Date:** March 27, 2023  
**Time:** 03:15 PM  
**Venue:** Room No.-1  
Academic Block-I  
Invertis University, Bareilly

The 15<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) was held on Monday 27<sup>th</sup> March 2023, at 03:30 PM at Room No.1 of Academic Block-1 of Invertis University, Bareilly.

The following members have attended the meeting:

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

<b>Meeting Name: 15<sup>th</sup> Meeting of IQAC</b>			
<b>Date of Meeting:</b>	<b>27 March 2023</b>	<b>Start Time:</b>	<b>3:30 PM</b>
<b>Location:</b>	<b>Room No.1 (AB-I)</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 15 December 2022		
2	Action Taken Report (ATR) on the minutes of the last meeting.		
3	Review of the data for submission of AQAR		
4	Academic and Administrative Audit of Departments		
5	Alumni interaction enhancement		
6	Building and other infrastructure requirements		
7	Landscaping for campus beautification		
8	Review of DQACs		
9	Progress report of current session placements		
10	To appraise members about lab infrastructure development		
11	Mechanism for evaluation procedures to maintain quality of examination.		
12	Any other item with the permission of Chair		
<b>2. Summary of Discussion</b>			
1. The meeting started with the permission of chair and members have confirmed the minutes of the IQAC meeting held on 15 <sup>th</sup> December 2022, already circulated to them through email.			
2. The Action Taken Report (ATR) of the last meeting was presented by Director -IQAC to members for information and discussion.			
3. Members have reviewed the data collected from various departments in view of submission of AQAR. The date of submission of AQAR has been extended by NAAC. It has been recommended to critically analyze the data from office of Registrar before final submission.			
4. Director-IQAC has requested the Deans and HODs to complete the process of Academic and Administrative Audit (AAA) of departments, preferably in the next quarter of this academic session. Further, an updated format with guidelines for conduction of AAA will be shared by Coordinator-IQAC, Mr. Ashutosh Pradhan within this week. It has been advised to complete the Annual Report of Department before completion of Academic Session so that Academic Auditors may audit the departments in time. Further, heads of administrative departments like Examination, Accounts, Admissions etc are also requested to prepare and submit the annual reports of concerned departments for timely completion of audit.			

5. For better alumni interaction, it has been proposed to float a google form through CRC office to our alumni for taking the choice of suitable place (out of Gurgaon, Bangalore, Mumbai & Hyderabad) for conduction of alumni meet on a suitable time.
6. It has been advised to the Dean of various faculties to submit the building and other infrastructure requirements timely to the office of Registrar so that the necessary action may be taken.
7. To improve the aesthetic value, landscaping is an incredible way to beautify the campus. To provide a lush, green, and clean campus for our students, the university has decided to take help from a professional team of garden landscapers. In this context landscaping of various open areas around AB-III is completed and it is ongoing in the remaining lawn area of university.
8. HODs are advised to review the status of action plan of department and compilation of data through DAQC.
9. Director-CRC has informed the members about progress in placement of students till date. He has informed that total 405 students at university have been placed in various companies till date and still the process is going on. Maximum CTC offered till date is 29 LPA.
10. The initial process for establishment of Forensic Science Laboratory has been started and it has been decided to complete the lab establishment before 15 June 2023.
11. It has been emphasized to maintain a minimum of 50% question papers to be prepared from examiners outside university. Further, wherever possible question papers setter may be interchanged among departments. As a pilot project, it has been decided to assign the preparation of question papers of CSE by Computer Application Department and vice versa.
12. The meeting ended with vote of thanks by Director-IQAC Dr. P. P. Singh to Chair and esteemed members of IQAC.

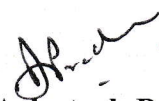
### 3. Conclusion

1. Establishment of unit of NCC in 21 U.P. Battalion
2. Research Coordinator is advised to coordinate with Registrar office and initiate the process for MOU for registration of Soadh Ganga
3. Start of II phase of CSED
4. Induction of 18 CNG buses equipped with CCTV in fleet of buses of university.
5. Inclusion of LinkedIn Learning courses as Value addition courses

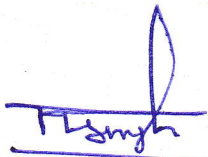
4. Action Items	Person Responsible	Deadline
1. Format with guidelines for conduction of AAA	Mr. Ashutosh Pradhan	14 April 23
2. Establishment of Forensic Science Lab	Dr. Pankaj Rai	15 June 2023
3. Conduction of alumni meet	Director-CRC	
4. Annual Report of Department	HODs	30 June 2023


5. Building and other infrastructure requirements		Deans	15 May 2023
<b>5. Next Meeting</b>			
<b>Date: June 21, 2023</b>	<b>Time: 03:15 PM</b>	<b>Location: Conference Room AB-3</b>	
<b>Objective(s):</b>	ATR of the last meeting		


**Date: 28<sup>th</sup> March 2023**

  
**(Ashutosh Pradhan)**  
**Coordinator IQAC**

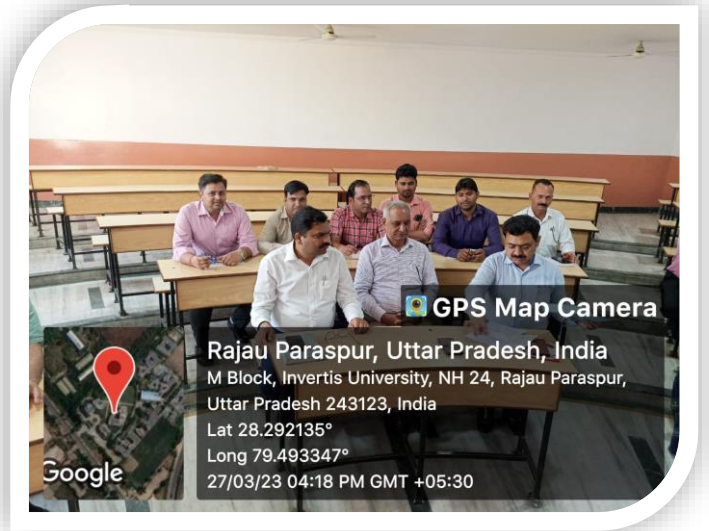
**Submitted for kind confirmation and approval.**

  
 28/03/23  
**(Prof. P. P. Singh)**  
**Director, IQAC**

  
**(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: 27th March 2023		Time: 3.30 PM		Venue: Seminar Hall - I
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	27/03/23
4	Mr. Amitabh Drone	Director Administration, IU	Member	(A)
5	Dr. Jitendra Nath Srivastava	Director CSED	Member	
6	Prof. R. K. Shukla	Dean Engineering, IU	Member	
7	Prof. Manish Gupta	Dean Management, IU	Member	
8	Prof. Reena Jaiswal	Dean, Faculty of Law, IU	Member	27.3.23
9	Dr. S. S. Tripathi	Dean, Agriculture, IU	Member	
10	Dr. Rajesh Yadav	Dean, Pharmacy, IU	Member	(A)
11	Dr. Shrin Abbas	Dean, Faculty of Journalism, IU	Member	27/iii/23
12	Dr. Kamlesh Kumar Dubey	Chief Proctor, IU	Member	
13	Dr. Pankaj Rai	Head, Deptt. of Biotechnology, IU	Member	
13	Dr. Ankita Tandon	Head, MBA, IU	Member	27/3/23
14	Dr. Prakhar Saxena	Head, Deptt. of Law, IU	Member	
15	Ms. Surbhi Sharma	Head, Deptt. of Pharmacy, IU	Member	
16	Mr. Sarnam Singh	Assitant Registrar, IU	Member	
17	Dr. Avdhesh Sharma	HOD, Deptt of Education, IU	Member	
18	Ms. Megha Mishra	Asstt. Prof., Deptt. of Law, IU	Member	(A)
19	Dr. Mobin Anwar	Asstt. Prof., Deptt. of Mngt, IU	Member	(A)
20	Ms. Swati Agarwal	Controller of Examination, IU	Member	
21	Mr. Jitendra Parashari	Finance Officer, IU	Member	
22	Mr. Sarthi Prasad Gauda	Director, CRC, IU	Member	
23	Mr. Tarun Joshi	M.Sc. II Year	Student Member	
24	Mr. Hemant Ghai	News Director, Bharat Express	Alumni Member	(A)
25	Mr. Sudhir Mehrotra	Chartered Accountant	Management Nominee	(A)
26	Mr. Vishal Seth	Academic Relationship Manager, TCS	Industry Member	(A)
27	Mr. Avinash Verma	Parent	Stakeholders Member	(A)
28	Mr. Ashutosh Pradhan	Deputy Registrar	Coordinator-IQAC	27/03/23

<b>Invertis University, Bareilly</b>			
<b>Internal Quality Assurance Cell</b>			
<b>Action Taken Report of 14th meeting of (IQAC) held on December 15, 2022</b>			
<b>S. No.</b>	<b>Agenda</b>	<b>Decision Taken</b>	<b>Followup Action Taken</b>
1	To confirm the minutes of the IQAC meeting held on 15th December 2022	Minutes circulated to IQAC members	Confirmed
2	To resolve any difficulty in compiling the data for submission of AQAR	Data related to HR & accounts office to be submitted	Submitted
3	Planning of University Convocation	Date of convocation is depending on availability of Chief Guest	Inprocess
4	Planning & Execution of II Phase of CSED	Installation of machines for the manufacturing process	Work in progress
5	Feedback from various stakeholders.	Draft of feedback form	To be completed by end of session.
6	Research promotion with INFLIBINET	MOU for registration of Soadh Ganga	MOU Signed
7	Faculty & Student Development Programs	To be planned ny Deans	Planned after even semester examinations
8	Planning for execution of LinkedIn Learning Courses	Inclusion of LinkedIn Learning courses as Value addition courses	Examination to be conducted with even semester examination



**Internal Quality Assurance Cell**

Reference: IU/IQAC/2023/001

Date: 27 March 2023

S. No.	Name	Designation	IQAC
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
4	Mr. Amitabh Drone	Director Administration, IU	Member
5	Dr. Jitendra Nath Srivastava	Director CSED	Member
6	Prof. R. K. Shukla	Dean Engineering, IU	Member
7	Prof. Manish Gupta	Dean Management, IU	Member
8	Prof. Reena Jaiswal	Dean, Faculty of Law, IU	Member
9	Dr. S. S. Tripathi	Dean, Agriculture, IU	Member
10	Dr. Rajesh Yadav	Dean, Pharmacy, IU	Member
11	Dr. Shrin Abbas	Dean, Faculty of Journalism, IU	Member
12	Dr. Kamlesh Kumar Dubey	Chief Proctor, IU	Member
13	Dr. Pankaj Rai	Head, Deptt. of Biotechnology, IU	Member
13	Dr. Ankita Tandon	Head, MBA, IU	Member
14	Dr. Prakhar Saxena	Head, Deptt. of Law, IU	Member
15	Ms. Surbhi Sharma	Head, Deptt. of Pharmacy, IU	Member
16	Mr. Sarnam Singh	Assitant Registrar, IU	Member
17	Dr. Avdhesh Sharma	HOD, Deptt of Education, IU	Member
18	Ms. Megha Mishra	Asstt. Prof., Deptt. of Law, IU	Member
19	Dr. Mobin Anwar	Asstt. Prof., Deptt. of Mngt, IU	Member
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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

**Internal Quality Assurance Cell**

Dear Members of IQAC,

Please make it convenient to attend a meeting as per the following details. Brief points of Agenda are enclosed. However, the details will be placed on the table.

**Date: 27<sup>th</sup> March 2023**

**Time: 03:30 PM**

**Venue: Seminar Hall-I**

***Agenda Items***

***IQAC Meeting***

Item No.	PARTICULARS
1	To confirm the minutes of the IQAC meeting held on 15 December 2022
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9	Progress report of current session placements
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11	Mechanism for evaluation procedures to maintain quality of examination.
12	Any other item with the permission of Chair



***(P. P. Singh)***

**Director-IQAC**

**Professor & Dean, Faculty of Science**

**Invertis University, Bareilly**