**IIMT UNIVERSITY**

**9TH MEETING OF IIMTU IQAC 07/02/2020**

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| **S.No** | **Name** | **Designation** | **Signature** |
| **1** | Prof. V.K Singh, (Vice Chancellor) | Chairperson |   |
| **2** | Prof. Deepa Sharma (Advisor & Dean - Research & Planning) | Member |   |
| **3** | Shri. Ashok Kumar, (Registrar) | Member |   |
| **4** | Shri. Rajendra Pushpad, (Finance Officer) | Member |   |
| **5** | Dr. R.S Parmar, (Professor) | Member |   |
| **6** | Shri. S.K Toor, (Dean-HM) | Member |   |
| **7** | Dr. Navneet Sharma, (Dean- Life Sciences) | Member |   |
| **8** | Dr. Sandeep Kumar, (Dean Student Welfare) | Member |   |
| **9** | Dr. Aditya Sharma, (Associate Professor) | Member |   |
| **10** | Dr. Surbhi Singhal, (Associate Professor) | Member |  On Leave |
| **11** | Ms. Archana Jain, (Assistant Professor) | Member |   |
| **12** | Shri. Ajay Pratap Singh, (Alumni)  | Member |   |
| **13** | Shri. Vaibhav Sharma, (Student Council) | Member |  On Leave |
| **14** | Shri. Pankaj Jain,  (Industrialist)  | Member |  On Leave |
| **15** | Ms. Nikita Agarwal, (Management)  | Member |  On Leave |
| **16** | Shri. Sandeep Verma, (Employer)  | Member |   |
| **17** | Shri. Dev Sharan Goel, (Stake Holder) | Member |   |
| **18** | Dr. Sandeep Bambi, (Local Society) | Member |  On Leave |
| **19** | Prof. T.S Easwari, (Dean-Pharmacy) | Coordinator |   |
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**20** Dr. Renu mavi (Special invitee)

**AGENDA OF 9TH IQAC Meeting, IIMT University, Meerut (07/02/2020)**

**1.**    **Academic Bench Mark**

         Curricular aspects

         Teaching -Learning and evaluation

         Research, innovation and extension

       Student support and progression

**2.**    **Administrative Activity**

         Audit report on implementation of ID card, Uniform and other student accessory

         Anti-ragging monitoring and action taken.

         Building maintenance status and follow up.

         College infrastructure up-gradation and its follow up.

**3.**  **Extension Activity**

         Audit on USR activity implementation

         Conduction status of workshop / seminar /cultural/sports activity.

**4.**  **Research Activity**

         Audit on college wise student research team.

         Innovative project implementation follows up.

         Status of research lab in colleges with Ph.D course.

**5.**      **Training Activity**

         Training of teachers for online course exam conduction.

         Planning for skill enhancement programs for faculty/non teaching

         Planning of FDP for faculty

**ROUGH MINUTES OF 9TH IQAC**

**Agenda**

1. Progress of previous IQAC
2. Observation of Progress of University by committee
3. Future recommendation by committee

**1.Progress of Previous IQAC:**

1. Under academic bench mark, the students attendance during odd semester 2019-20 was audited and eligible students were permitted for end semester exam. Their end semester Theory & Practical exams were completed.
2. Under administrative activity, infrastructure modification as per academic requirement blockwise was completed before UGC inspection. Currently regular maintenance activity is taken care, through Maintenance Incharge.
3. Under extension activity, the performance of university social responsibility by students and their sports involvement was evaluated in the respective programmes during their academic end semester evaluation in January, 2020 and sent to COE for incorporation in their academic marks statements.
4. Under research activity the credit based syllabus of Ph.D courses with inclusion as per latest UGC norms was intimated by Head Ph.D. to all departments for its implementation. The status audit of enrolled Ph.D. students was taken by the Head Ph.D. on 03/02/2020. The research proposals from each college are being monitored through the status audit conducted by Advisor & Dean - Research & Planning, on 01/02/2020.
5. Under training activity, a Non teaching technical training on Google forms through IQAC was conducted on 01/11/2019 in Block ‘C’. The performance of students in online programs of NPTEL / Spoken was audited and the evaluation was submitted by the respective teachers to the online course coordinators in the month of January, 2020.

**2. Observation of progress of University by committee:**

**1.Academic bench marks:**

**Criteria 1 Curricular aspects (marks: 150)**

**1. Key Indicator 1.1 Curriculum design and development**

Syllabus revision for programs, College wise was approved by the CBCS implementation committee and implemented during odd semester 2019-20. Similarly its strict implementation during even sem. that has commenced from 03/02/2020 is insisted and Deans are requested to monitor its implementation.

**2. Key Indicator 1.2 Academic Flexibility**

The courses under Skill enhancement category are insisted to respective Deans to utilize the academic flexibility and introduce new latest courses for students. Currently the certification of Associate cloud Engineers and participation in Smart India Hackathan by students was facilitated through R&D cell and Advisor & Dean - Research & Planning which is under implementation.

**3. Key Indicator 1.3 Curriculum enrichment**

The new courses under NPTEL/Spoken registration for facilitating curriculum enrichment is being audited through the NPTEL/spoken coordinators.

**4. Key Indicator 1.4 Feedback system**

The feedback for academic student feedback, Alumni, Parents, Employers, Teachers and student satisfaction survey is already circulated to departments and it was collected and analyzed by the respective deans for odd semester. The same is expected to be implemented during even semester and its follow up action taken report is expected to be submitted to the respected Vice chancellor.

**Criteria 2 Teaching -Learning and evaluation (marks:200)**

 **Key Indicator 2.1 Student enrolment and Profile**

The process is completed and personal files of students are submitted to Registrar office. The enrolment for session 2019-20 is completed and submitted online to registrar office. Vice chancellor has suggested that after admission confirmation, Admission confirmation letter has to be dispatched.

**Key Indicator 2.2 Catering to student diversity**

The diverse requirements of students are taken care by DSW and the respective student grievance redrassal cell of each block. The DSW will audit the minutes of meeting of each block and its follow up and submit periodical report to respected Vice chancellor.

**Key Indicator 2.3 Teaching and learning process**

The Deans of respective Schools will audit and monitor the process of teaching and learning process for even semester, as per the Academic calendar of respective schools that is approved by their respective Planning and monitoring board. The staus update will be submitted to respected Vice chancellor periodically and required details to be given to network dept for website updation.

**Key Indicator 2.4 Teacher profile and quality**

The measures to be taken as a teacher for improving the profile quality is taken by Advisor & Dean - Research & Planning by incorporating it as a major point in the faculty workshop for NAAC preparation (Cycle-1; Part - I). Our honorable Vice chancellor has promoted faculty and non teaching to attend workshop/seminar/conference/FDP by his approvals to all the request placed to him. Proper documentation and utility of the above facility is insisted by every department and encourage their faculty to utilize the opportunity.

**Key Indicator 2.5 Evaluation Process and reforms**

The COE has submitted the required evaluation process reforms and got it approved for the session 2019-20 and 2020-21 through the last 2 examination committee meetings. Correlation of Vision and mission of respective schools with their evaluation papers is under process.

**Key Indicator 2.6 Student Performance and Learning Outcomes**

The Deans are expected to educate their students with the learning outcomes of each program through their teachers and then evaluate their student’s performance w.r.t learning outcomes.

**Key Indicator 2.7 Student satisfaction survey**

The feedback of student satisfaction survey parameters are to be studied by each school and taken care that whether each parameter is being facilitated as per requirement as this will be an online feedback taken by UGC at the time of NAAC inspection. Vice chancellor has suggested the IQAC coordinator to conduct a dean meeting and discuss about the parameters of student satisfaction survey and getting its facilitation in their respective department up to the satisfaction of students.

**Research activity**

**Criteria 3 Research, innovations and extension (marks: 250)**

**Key Indicator 3.1 Promotion of research and Facilities**

As a part of research facilitation Vice chancellor, has intimated that he will take care that at least 2 faculty with Ph.D. and 4 yrs experience and 2 faculty with Ph.D. and 2 yrs experience will be recruited in each department so that research activity should be promoted.

**Key Indicator 3.2 Resource mobilization for research**

Members were motivated to apply to various funding agency there by facilitating resource mobilization

**Key Indicator 3.3 Innovation Eco system**

The Business incubator of the university, is now getting new innovative ideas from students and faculty and they will be screened and forwarded for selection by 15.02.20 as per the Dean, Research.

**Key Indicator 3.4 Research publication and awards**

Every department has committed to publish at least one research paper/faculty before completion of the semester.

**Key Indicator 3.5 consultancy**

The college of management and commerce and the college of computer science and management have generated revenue through consultancy during last semester. The R&D lab as a regular practice is involved in its consultancy through its products that are already in the market.

**Key Indicator 3.6 Extension activities**

Different extension activities through the university social responsibility, is scheduled by every department and submitted to the vice chancellor in their activity chart and with the commencement of the semester by 3rd February the activities are also started. Before next IQAC its auditing will also be done.

**Key Indicator 3.7 Collaboration**

Vice chancellor has intimated that shortly university is getting an MOU with University of Kashmir, Babu banarsi Das University, Lucknow and Shri Ramswaroop Memorial University, Lucknow.

**Key Indicator 3.6 Promotion of research and Facilities**

Every department was insisted to involve in collaborative research and inter disciplinary research so that the available facility could be utilized to the maximum. Any further facilitation was insisted by the vice chancellor for sending the proposals for consideration.

**Administrative Activity**

**Criteria 4 Infrastructure (marks: 100)**

**Key Indicator 4.1 Physical facilities**

The infrastructure physical facilities related to sports, cultural and academics are expected to be utilized by each school for better output from students

**Key Indicator 4.2 Library as a learning Resource**

The facility of book bank, DELNET, NDL, e journals access, reference books utility of students are expected to be promoted through the department.

**Key Indicator 4.3 IT Infrastructure**

 As intimated by honorable chancellor during meeting on 1.02.20 the process of campus digitalization is under process by network department and required improvements expected are to be placed as request to respected Vice chancellor.

**Key Indicator 4.4 Maintenance of campus infrastructure**

The campus infrastructure grooming is done by the maintenance department through its network of workers. The required inputs are invited from the members as well.

**Criteria 5 Student support and progression (marks: 100)**

**Key Indicator 5.1, 5.2 Student support and student progression**

The above activity is currently taken care by the respective department through the system of mentors and through DSW and his committee.

**Key Indicator 5.3 Student Participation and activities**

The above activity is guided through the cultural and sports departments with the network of their department representatives. Every dean is expected to promote their student participation.

**Key Indicator 5.4 Alumni engagement**

This is taken care by the Alumni co ordination committee and every school is expected to update their Alumni data and support them.

**Criteria 6 Governance leadership and management (marks: 100)**

This is evaluated through heads of Institutional Vision and Leadership, Strategy development and deployment, Faculty empowerment strategies, Financial Management and resource mobilization and Internal Quality assurance system.

**Criteria 7 Institutional values and best practices (marks: 100)**

This is evaluated through Institutional values and social responsibilities, Best Practices and Institutional Distinctiveness

**3. Future recommendation:**

1. Faculty incharge or committee to be made school wise to monitor and analyse feedback collection
2. Demand ratio for all courses since 2017 to 2020 to be prepared by admission cell.
3. College wise mentor coordinator monthly report on outcome of mentoring system to be submitted to Vice Chancellor office and one officer incharge to be appointed collegewise
4. Student satisfaction survey weblink to be provided.
5. Compilation of Innovation, Ecosystem, to calculate bibliometrics of publication, Institutional b-index, etc. to be made with significance in every department.
6. Framing of university consultancy norms for revenue division ratio is required for accelerated output is suggested.
7. Budget allocation is requested to be disclosed by finance committee for every school category wise
8. Management is requested to initiate faculty awards for those who are able to develop LMS (Learning Management System) through e-content and provide their link.