

Minutes of the 2nd Meeting of IQAC-SU

No.	AU/IQAC/33/1300600 dated 08 Mar 2021	Venue	D-508, D Block, Sushant University, Gurugram
Date	Wednesday, February 10, 2021	Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Dr. D. N. S. Kumar	Chairperson
2.	Prof. (Col.) V. K. Malik	Coordinator
3.	Dr. Jagat Narayan Giri	Member Secretary
4.	Dr. Anjali Dabas	Member
5.	Dr. Sanjeev Sharma	Member
6.	Dr.. Garima Prakash	Member
7.	Dr. Sudipto Sarkar	Member
8.	Dr. Latika Duhan	Member
9.	Dr. Nadeem Luqman	Member
10.	Dr. Sachin Dutt	Member
11.	Dr. Ajith Kaliyath	Member (Virtually present on Google Meet Link)
12.	Mr. Jitender Chawla	Member, (Industry Representative, Virtually present on Google Meet Link)
13.	Ms. Devika Diwan	Student Alumni
14.	Ms. Ruchika Agrawal	Student member
15.	Mr. Aryan Bahl	Student Member

The 2nd meeting of IQAC of Sushant University (Erstwhile Ansal University) was held on 10th February, 2021 at 11:00 am. The meeting started with the introductory pace setting by the Coordinator of IQAC-SU Prof. (Col) V. K. Malik by presenting summarized action taken report of IQAC-SU since last meeting. After that the IQAC member Dr. Anjali Dabas read out the brief profile of the new members and expressed gratitude to the outgoing member. Honb'le Vice-Chancellor, Sushant University Prof. D. N. S. Kumar who is also the Chairperson of IQAC-SU, addressing the members, elaborated on how the University did well during the Pandemic by each other's handholding. Throwing light on the new National Education Policy he emphasised to ensure the assurance of Quality standards by continuously improving by taking challenges to introducing new courses in liberal art and emerging technology and also work on developing certification courses which enhance skill set of our students. Thereafter, the agenda points of 2nd meeting of IQAC-SU as circulated to all members were discussed and deliberated upon:

1. To Confirm the Minutes of IQAC-SU 1st Meeting:

The Minutes of the IQAC-SU 1st meeting held on 15th September, 2020 were confirmed and approved.

2. To Welcome IQAC New Members:

Dr. Anjali Dabas welcomed Dr. Sudipto Sarkar (SET) and Dr. Sachin Dutt (SSD) as new members of IQAEC and expressed gratitude for Outgoing Member Prof Anil Yadav for his valuable contribution in strengthening IQAC-SU.

3. To discuss and approve pending matters arising out of the minutes and action taken from 1st meeting of IQAC-SU:

- a. Every School of the University were instructed to prepare Strategic and Operational Plan of its School by Nov 2020. Every School has prepared except SoD and SPD delay in completion of task is due to churning of its faculty. Therefore, SoD and SPD are instructed to prepare Strategic and Operational plan by 01 March 2021 and all schools are instructed to gear up now to execute the same in order and spirit.
- b. Preparation of SOPs of sub-committees of IQAC-SU has been completed by all the Schools except IQAEC, which has recently been restructured by in-cooperating Dr. Sudipto Sarkar of SET to replace Prof. Anil Yadav and Dr. Sachin Dutt of SSD to reinforce to help Dr. Sudipto to carry on the assigned works related to IQAEC. The IQAEC was directed to prepare the SoP by 25th February, 2021 and conduct Students Satisfaction Survey in the month of March/April 2021.

4. To consider and discuss conduct of Academic and Administrative Audit of each School:

Process to conduct Audit of all schools was discussed it was decided that three-member audit committee (randomly picked members from IQAT of schools) plus one member as chairperson of audit committee (from IQAC-SU) will carry out audit. The Committee will be doing its work in phased manner commencing from obtaining the Self-Evaluation Report at School level submitted by Dean of each school three days prior to conduct of audit. Dr. Garima in charge of IQAAC to prepare all the concerned formats /audit scorecard /parameters /benchmarks for the purpose by 01st March, 2021 and also organize awareness

session with all IQAT members and Deans of all schools in the month of March 2021 and prepare schedule of Audit of all schools to be conducted in the month of April 2021.

5. To consider and discuss quality calendar to include FDPs of each school:

Given the significance of the training and improving the quality of the academic environment in the University, it was decided that the FDPs and the training of the staff to be a regular feature at the University level. In this context the training to Faculty and Program Directors at different Schools to be held on various aspects of data evaluation, analysis and representation in context with NAAC. The staff members should also be given all the required training in the context at least twice a year. IQATC to regularly monitor the conduct of FDP by each school and prepare FDP calendar to archive the events to be suitably uploaded on website for increasing visibility.

6. Any Other items with permission of Chair:

- a. Each School to have Professor Emeritus and visiting Researcher Mentor who will guide the faculty members on research and publication aspects.
- b. Chairperson directed that list of New initiative under taken by university to be shared with all IQAC-SU members.
- c. Chairperson directed that suitable room along with necessary IT support in D block should be allocated for functioning of IQAC-SU.

7. To fix date of next meeting:

The next meeting of IQAC-SU to be conducted in the 3rd week of August, 2021.

There being no other item in agenda, the meeting concluded with the vote of thanks by Member-Secretary IQAC-SU, Dr. Jagat Narayan Giri to the chair.

Prof. (Col.) Virendra Kumar Malik
Coordinator, IQAC-SU