



**INTERNAL QUALITY ASSURANCE CELL (IQAC)
INTEGRAL UNIVERSITY, LUCKNOW**

Minutes of the Meeting

A meeting of the **Core Committee and Sub Committees for NAAC supervision and guidance** was held on **01 August 2019** at 2:00 p.m. in the Conference room of the **Administrative Block** of the University.

The following members attended the meeting:

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| 1. Dr. Ashraf Rizvi | - | Adviser to the Chancellor |
| 2. Prof. Aqil Ahmad | - | Vice Chancellor |
| 3. Prof. A. K. Saxena | - | Director, IQAC, Dean, Faculty of Commerce & Management |
| 4. Prof. T. Usmani | - | Proctor |
| 5. Dr. Syed Nadeem Akhtar | - | Director, Planning & Research, Dean, Faculty of Engineering |
| 6. Mr. Ahmad Raza | - | Treasurer |
| 7. Prof. A. R. Khan | - | Dean, Faculty of Science and COE |
| 8. Prof. Syed Aqeel Ahmad | - | Director, HRDC |
| 9. Dr. Mohammad Haris Siddiqui | - | Director, IIAST |
| 10. Prof. Zeba Aqil | - | Member |
| 11. Prof. Iffat Zareen Ahmad | - | " |
| 12. Prof. Naimur Rahman Kidwai | - | " |
| 13. Dr. Naved Ahmad | - | " |
| 14. Prof. M.A. Khalid | - | " |
| 15. Ms. Kavita Agarwal | - | " |
| 16. Dr. Adnan Khan Lodhi | - | " |
| 17. Ms. Roshan Jahan | - | " |
| 18. Dr. Akheela Khanum | - | " |
| 19. Dr. Meeta Tandon | - | " |
| 20. Dr. Mir Snober Shabnam | - | " |
| 21. Dr. Tariq Mahmood Ansari | - | " |
| 22. Dr. Mohd. Arif | - | " |
| 23. Dr. Zeeshan Raza Khan | - | " |
| 24. Dr. Asma Farooq | - | " |
| 25. Dr. Neelanjan Mukherjee | - | " |
| 26. Dr. Mohd Aslam Yusuf | - | " |
| 27. Dr. Shazia Usmani | - | " |
| 28. Mr. Amit Kumar Goel | - | " |

The following issues were discussed and resolutions made accordingly by the members of the House:

- 1) The minutes of the meeting held on 08 July, 2019 were confirmed after discussion on some points, as mentioned below:

(a) The Vice Chancellor, Prof. Aqil Ahmad asked the Chairperson, Prof. Ashraf Rizvi, to brief the house about the progress made toward disbursement of the seed money. Prof. Rizvi informed that seed money has been given to four Principal Investigators for the period 2018-2019. Dr. Syed Nadeem Akhtar suggested that request letters for equipment purchased during the period from 2018-2019 should be filed and included under the head of Grant from the University for research.

(b) Prof. T. Usmani enquired whether expert opinion on implementation of SC/ST reservation was obtained, as discussed in the previous meeting. It was informed to the house that such reservation is not binding on private universities. The GO for SC/ST reservations in universities would be procured and included in response to the relevant key indicator of SSR. Dr. Mohammad Haris Siddiqui informed that the university offers 5% relaxation in the eligibility criteria for all the courses to the SC/ST students, as per the Government of India rules. Dr. Syed Nadeem Akhtar asked Prof. A.K. Saxena to seek the opinion of Prof. Furqan Qamar and Prof. Faizan Mustafa on this issue.

- 2) The proceedings of the meeting started with Prof. Ashraf Rizvi asking the Sub-Committee Incharges to give presentations only highlighting the gaps in their respective criterions.
- 3) Ms. Kavita Agarwal made the first presentation on Criterion VII. She informed that quotations have been invited from companies for conducting the Green Audit of the University. An Internal Green Audit Committee has also been formed. She further informed that the Departmental Coordinators of Criterion VII have been asked to provide tentative schedule for organizing activities over the next two semesters. The Departments have also provided write-ups on the best practices followed by them. She informed that Handbooks for administration, and rules and regulations for teachers are available and the Handbook for students is being prepared. She further informed that Departments have been asked to document the procedure followed for waste disposal as well as the bills, etc. for the same. Prof. Aqil Ahmad said that a single agency should be hired for waste disposal of the entire university. The Department of Environmental Science has been assigned the task of checking the proper functioning of the recharge wells. Ms. Agarwal informed the house that a workshop for teachers on how to take care of differently-abled students would soon be conducted. The Department of Education would be conducting a workshop/seminar on gender equality in collaboration with an NGO. Prof. Rizvi enquired whether the criterion members have collated the best practices of other universities and was informed that this has been done for several universities and the members are perusing the SSRs of more universities in this regard.

4) Prof. Zeba Aqil presented the gaps in the Criterion I. She asked the chair regarding the proposal for conducting the workshop on POs, PSOs, and COs made in the previous meeting. Prof. Rizvi informed that the experts whom he wanted to conduct the workshop were out of the country. He, therefore, assigned this task to Prof. A.K. Saxena, who informed that the workshop would be conducted in the first week of September 2019. Prof. Zeba Aqil further informed that there were gaps regarding the feedback from stakeholders on course curriculum, courses with focus on employability, new courses offered, and value-added courses. Ms. Kavita Agarwal said that some of this information is documented in the Minutes of the Meetings of Academic Council. Regarding the value-added courses and courses with a focus on employability, Dr. Syed Nadeem Akhtar asked Prof. Zeba Aqil to apprise the departments about the criteria based on which courses would be categorized as value-added or career-oriented. He asked that she should make a comparison of two courses each that would be considered value-added/career-oriented and those that would not be considered so, giving justification for their categorization. This would help the departments in categorizing such courses offered by them. Prof. Aqil Ahmad suggested that the workshop to be conducted for POs, etc., should also have a session on value-added and career-oriented courses. Prof. Rizvi asked instructed that feedback on curriculum should be collected from alumni, students, and recruiters. Prof. Saxena opined that revisions made in the curriculum/syllabus must correlate with the feedback.

5) Prof. Iffat Zareen Ahmad made a presentation on preparedness with regard to Criterion II. She informed that the criterion members have prepared a format for assessment of the learning levels of new students and a format for documenting different activities in this criterion. She made a presentation on the same and the members of the house had a discussion on the points included, therein. Prof. Rizvi stressed the need for career mapping, competency mapping, language and behavioral assessment, and learning mapping of each student. He asked Prof. Ahmad to check the practices of good universities in this regard. Dr. Syed Nadeem Akhtar was of the opinion that the format was not exhaustive and would need to be modified. Prof. Rizvi also asked for the incorporation of IQ and Scholastic Assessment in the format.

Prof. I.Z. Ahmad sought suggestions on the strategies that would need to be adopted for improvement of slow and advanced learners. Dr. Syed Nadeem Akhtar suggested that slow learners should be allowed to opt for less number of credits in a semester. Prof. Rizvi suggested that Academic loading of students should be restructured and Remedial Instruction Plan for slow learners should be prepared. Moreover, peer-learning system must be developed and advanced learners must be encouraged to take additional courses and attend workshops and seminars. Prof. T. Usmani was of the opinion that the feasibility and ease of adoption and operation must be assessed before implementation of any such procedures.

- 6) Prof. N. R. Kidwai presented the Action Taken Report and gaps with regard to Criterion III. The gaps were in the areas of seed money, International Fellowships, extramural and NGO-funded projects, number of start-ups, patents published, and consultancy. Prof. Rizvi informed that to cover some of the gaps the University would introduce Research Awards and six start-ups would soon start working. He asked Criterion III members to hold a separate meeting with him on August 2, 2019 at 2:00 p.m.
- 7) Dr. Zeeshan Raza Khan made a presentation on Criterion IV. He informed that the criterion members had a meeting with Prof. Ashraf Rizvi and had a detailed discussion on several issues. The gap areas were low Student:Computer ratio and low footfall in the library. He informed that a Manual on Maintenance of Campus Infrastructure is being prepared and would be complete within 1 month. Prof. Rizvi instructed that Mr. Sufiyan Abbasi, Director, Procurement, be co-opted as a member in the Criterion IV committee.
- 8) Prof. Ashraf Rizvi informed the house that three Centres of Excellence would soon be constituted; these are Incubation and Innovation Centre, Executive Education and Consultancy Centre, and Competitive Examination Centre.
- 9) The next meeting was scheduled for September 02, 2019 at 2:00 p.m. in the conference room of the Academic Building.

The meeting ended with a Vote of Thanks to the Chair.

A. K. Saxena
22/8/2019
(Prof. A.K. Saxena)
Member secretary