

Ref.: Meeting/IQAC/ /2016

Date: February 15, 2016

Date of notice Feb 15, 2016

**PROCEEDINGS OF THE MEETING OF IQAC WORKING COMMITTEE WITH PARENTS
(STAKEHOLDERS) HELD ON FEBRUARY 15, 2016 AT 11.00AM IN THE CONFERENCE
ROOM OF ACADEMIC BLOCK-I.**

A meeting of the members of IQAC working committee and parents was held in the conference room of academic block-I on February 15, 2016 at 11.00AM.

The following members were present in the meeting:

| | | |
|--------------------------|---|--|
| Prof. T. Usmani | - | Pro-Vice Chancellor |
| Dr. Syed Nadeem Akhtar | - | Director, Planning & Research |
| Prof. A. A. Zilli | - | Dean, Engineering |
| Prof. Aftab Alam | - | Dean, Management |
| Prof. Aqil Ahmad | - | Professor of Eminence and Controller of Examinations |
| Dr. Syed Aqeel Ahmad | - | Director, Academic Staff College |
| Commander R.P. Singh | - | Director, CCG&D |
| Dr. Mohd. Haris Siddiqui | - | Director, IIAST & Head, Dept. of Bioengineering |
| Prof. Syed Hasan Saeed | - | Head, Dept. of Electronics and Communications |
| Dr. Zubair Khan | - | Head, Dept. of Mathematics |
| Mr. Kavita Agarwal | - | Head, Dept. of Computer Science & Engineering |
| Prof. Malik Arifuddin | - | Head, Dept. of Electrical Engineering |
| Prof. Neelam Pathak | - | Head, Dept. of Biosciences |
| Prof. V.S. Chandel | - | Head, Dept. of Physics |
| Dr. Adeel Maqbool | - | Head, Dept. of Management |
| Dr. Adnan Khan Lodhi | - | Head, Dept. of Education |
| Dr. Khurram Ashraf | - | Head, Dept. of Architecture |
| Prof. P.K. Bharti | - | Head, Department of Mechanical Engineering |
| Dr. Juber Akhtar | - | Head, Department of Pharmacy |
| Mohd. Kashif Khan | - | Head, Department of Civil Engineering |
| Dr. N.R. Kidwai | - | Head, Department of Electronics and Instrumentation |
| Dr. Deepak Kumar Singh | - | Associate Professor, Dept. of Computer Science & Engg. |
| Dr. Khwaja Moeed | - | Principal, Polytechnic |
| Dr. Naved Ahmad | - | Library In-charge |
| Prof. Abdul Rahman Khan | - | Dean, Faculty of Science, Director, IQAC |

The following agenda items were discussed:

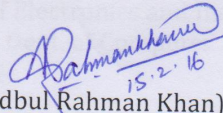
- a) The Academic Policies of the University.
- b) Feedback from the parents.
- c) Any other issue or suggestions.

The minutes of the meetings are mentioned below:

1. At the outset, the Director, IQAC welcomed all the members to the meeting and laid down the agenda of the meeting.

2. The Director, IQAC apprised the audience of the collective responsibility of teachers and parents in the grooming of the students who are expected to be successful and dutiful citizens of the country in the future.
3. It was emphasized that the university students are at the most crucial juncture of their lives. While they cannot, and should not, be handled the same way as school-going students, the students are in need of mentors and advisors to excel in their academics and achieve their lofty aims in life. Also both parents and teachers should recognize and discharge their respective responsibilities towards their students.
4. The Director, IQAC apprised the parents of the practices of the university for holistic development of their wards.
5. The parents were also advised to regularly update themselves of the progress of their wards, their attendance, and performance in the class assessment and mid-semester exams.
6. The parents expressed the need for a system to know about the attendance and academic performance of their child. They were informed that the Software Development Centre of the university is working on the development of a mobile application through which the parents can access such information. They were also informed that each student is under the supervision of a mentor who would inform the parents of any shortcomings of the student, especially about their prolonged absence from the classes.
7. The parents were advised to be conversant with the ordinances of the University so that they might not be ignorant of the well-documented policies of the university to avoid any inconvenience.
8. Parents were requested to submit their feedback in the prescribed format available in each department.
9. The meeting ended with a Vote of Thanks by the Director, IQAC.

-Signature of attendees enclosed.


(Prof. Abdul Rahman Khan)
Director, IQAC
Director
Internal Quality Assurance Cell
Integral University, Lucknow