



INTERNAL QUALITY ASSURANCE CELL (IQAC)
INTEGRAL UNIVERSITY, LUCKNOW

Minutes of the Meeting

A meeting of NAAC preparation was held on 17th June' 2021 at 11.30 a.m. for Criteria III review at Conference Room of Administration Block. The meeting was presided by Pro Chancellor Dr. Syed Nadeem Akhtar.

The following members attended the meeting:

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|------------------------------|---|----------------------------------|
| 1. Prof. Javed Musarrat | - | Vice Chancellor |
| 2. Prof. T. Usmani | - | Chief Evaluator, NAAC- Programme |
| 3. Prof. Syed Misbahul Hasan | - | Director-IQAC |
| 4. Prof. Wahajul Haq | - | Criteria III Mentor |
| 5. Dr. Snober S. Mir | - | Criteria III Incharge |
| 6. Dr. Tariq Mahmood | - | Member Criteria III |
| 7. Dr. Mohd. Asim | - | Member Criteria III |
| 8. Dr. N. R. Kidwai | - | Deputy Director, IQAC |

The Chairman welcomed members. The following issues were discussed and resolutions made accordingly. Quantitative and Qualitative matrices of Criteria 1 was discussed at length and data/documents were reviewed.

Following directives were issued:-

1. The Mentor of Criteria III explained the improvements, grey areas, challenges/difficulties, to the members of the house in detail.
2. **Key Indicator 3.1-** The data for seed money to be verified with accounts department. All the data should be properly supported by substantial proof required by NAAC.
3. **Key Indicator 3.2-** Every data should be cross verified with Accounts department, there is need to apply for more government research grants/research projects. Measures should be taken for Extramural funding from non-government sources also.
4. **Key Indicator 3.3-** The data should be sensitized and filtered for final draft with proper documentation. Data Filtration should be made systematic with assistance of SDC.
5. **Key Indicator 3.4-** To check all the data with the concern heads for verification, e-contents created by faculty should be properly examined and segregate accordingly. The Pro Chancellor instructed to increase e-courses creation.
6. **Key Indicator 3.6-** Current data is satisfactory but needs to be improved.
7. **Key Indicator 3.7-** It was directed by Pro Chancellor to increase team members as requested by Mentor.
8. Overall data has to be filtered as early as possible.
9. Data should be directly visible with SDC/AQAR Portal.
10. SOP previously given for webinar to be followed strictly.
11. All activities at department/university level must seek prior permission from competent authority.

The Pro Chancellor appreciated the progress done so far and anticipated more improvement till next meeting.

The meeting ended with Vote of Thanks to the Chair.

(Prof. Syed Misbahul Hasan)
Director, IQAC

Date: 17 June 2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)
INTEGRALUNIVERSITY, LUCKNOW

Minutes of the Meeting

A meeting of NAAC preparation was held on 03 June 2021 at 11.00a.m. for Criteria V & VI review at conference room of administration block. The meeting was presided by Pro Chancellor Dr. Syed Nadeem Akhtar.

The following members attended the meeting:

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| 1. Prof. Javed Musarrat | - | Vice Chancellor |
| 2. Prof.T. Usmani | - | Chief Evaluator, NAAC- Programme. |
| 3. Prof. Misbahul Hasan | - | Criteria V Mentor |
| 4. Dr. Nilanjan Mukherjee | - | Criteria V Mentor |
| 5. Prof. M.A. Khalid | - | Criteria V Incharge |
| 6. Dr. Anuradha Mishra | - | Member Criteria V |
| 7. Dr. Asma Farooq | - | Member Criteria V |
| 8. Mr. Ahmad Raza | - | Criteria VI Mentor |
| 9. Dr. Naseem Ahmad Jafri | - | Incharge Criteria VI |
| 10. Dr. Moiz Akhtar | - | Member Criteria VI |
| 11. Dr. Najmuddin Ahmad | - | Member Criteria VI |
| 12. Dr. Ahmad Faiz Minai | - | Member Criteria VI |
| 13. Dr. Tasneem Ahmad | - | Member Criteria VI |
| 14. Mr. Abdul Mateen Siddiqui | - | Incharge SDC |
| 15. Mr. Anand Sharma | - | Programmer, SDC |
| 16. Dr. N.R. Kidwai | - | Deputy Director IQAC |

The Chairman welcomed members. The following issues were discussed and resolutions made accordingly

1. Quantitative matrices of criteria V was discussed at length and data/documents were reviewed.

Following directives were issued:-

1. The AQAR format should be updated to adopt changes in SSR format by NAAC, and data should be uploaded by all concerned on the AQAR as soon as possible.
2. All policy documents related to scholarship/and guideline related to all statutory or regulatory authority for grievance should be kept and considered for updation of any policy/committee/guideline for the University.
3. For student progression and placement the CCG&D and Mentor should make more efforts by contacting their peer students for the data. SDC will help accordingly to sought out data.
4. The SDC was asked to expedite the work and do the corrections/addition required by criterion Incharges to the AQAR portal as soon as possible.
5. For criteria point 5.3.1 and 5.3.3 it was instructed to check every entry, and data needs to be updated as discussed.
6. There should be efforts to improve the Alumni fund.
7. It was directed by Pro Vice Chancellor to create a check box in front of every entry made on AQAR portal, which will be reviewed and check box to be filled by Criteria Incharge and then only be displayed in the final report.

2. Quantitative matrices of criteria VI was discussed at length and data/documents were reviewed.

Following directives were issued:-

1. All criterion points having text should be assessed by Mentor with guidance from Vice Chancellor and updated accordingly.
2. It was stressed by Pro Chancellor to guide the HoDs of department/office/Cell to maintain data on AQAR. Data submit otherwise may not be considered.
3. Professional Development Programme should be verified by HRDC and CALEM should be included in 6.3.3.1
4. It was suggested by Vice Chancellor make efforts and apply to other accrediting/ranking bodies within and outside the country.
5. As for the post accreditation issues it is advised by the Pro Chancellor to list all the improvements done since 2016 of all academic and administrative areas.
6. It is advised by Pro Chancellor to prepare all text with proper supported documentation for every criterion in a manner that can be easily verified to the NAAC.

Pro Chancellor directed IQAC, that minutes of the meeting should be shared at the earliest. The meeting ended with Vote of Thanks to the Chair.

Date: 03 June 2021



(Dr. N.R. Kidwai)
Deputy Director, IQAC

INTERNAL QUALITY ASSURANCE CELL (IQAC)
INTEGRALUNIVERSITY, LUCKNOW
Minutes of the Meeting

A meeting of NAAC preparation was held on 31 May 2021 at 11.00 a.m for Criteria VI, VII review at conference room of administration block. The meeting was presided by Pro Chancellor Dr. Syed Nadeem Akhtar

The following members attended the meeting:

<i>Prof. Javed Musarrat</i>	<i>-Vice Chancellor</i>
<i>Prof. T. Usmani</i>	<i>-Chief Evaluator, NAAC- Programme.</i>
<i>Prof. Mohammad Zafar Idris</i>	<i>-Dean IIMSR</i>
<i>Dr Shahid Ali Khan</i>	<i>-Criteria VII Mentor</i>
<i>Dr Naseem Ahmad Jafri</i>	<i>-Criteria VI Incharge</i>
<i>Mrs. Kavita Agrawal</i>	<i>-Criteria VII Incharge</i>
<i>Dr Moiz Akhtar</i>	<i>-Criteria VI Member</i>
<i>Mr Amit Kumar Goel</i>	<i>-Criteria VI Member</i>
<i>Mr Abdul Mateen Siddiqui</i>	<i>-Incharge SDC</i>
<i>Dr. N. R. Kidwai</i>	<i>-Deputy Director IQAC</i>


The Chairman welcomed members. The following issues were discussed and resolutions made accordingly

1. Quantitative matrices of criteria VI was discussed at length and data/ documents were reviewed. Following directives were issued
 - a. Financial support to faculties data should be reviewed and criteria team should make efforts to find cases not reported / updated in AQAR
 - b. Vice Chancellor pointed the difference in number of Conference/ seminar/workshop organized & attended in another report with that on AQAR portal and directed to criteria team to crosscheck it and stressed that documentary evidence shall also be checked thoroughly.
 - c. Fund/ grant received for solar installation and at medical college shall be looked into by criteria team for adding in 6.4.2
 - d. Vice Chancellor discussed the AAA process and stressed that formal report shall be prepared for NAAC submission till 30 June 2021.
 - e. It was also decided that 2 member shall be added in criteria VI teams as per the suggestion of names by criteria incharge.
2. Matrices of criteria VII was discussed at length and data/ documents were reviewed. Following directives were issued.
 - a. Vice chancellor stressed that use power efficient and sensor based devices shall be increased and was duly noted by criteria team.
 - b. Suggestions were made to improve subcriteria 7.1.4 and was duly noted by criteria team
 - c. Green campus initiatives and disabled friendly initiatives were discussed, document reviewed and suggestions were made to improve which were duly noted by criteria team.
 - d. In subcriteria 7.2.1 and 7.2.2, write-ups were reviewed and criteria incharge was asked to meet with Vice Chancellor for guidance.

Pro Chancellor directed IQAC, that minutes of the meeting should be shared at the earliest.

The meeting ended with Vote of Thanks to the Chair.

Date: 31 May 2021


(Dr. N.R. Kidwai)
Deputy Director, IQAC

INTERNAL QUALITY ASSURANCE CELL (IQAC)
INTEGRAL UNIVERSITY, LUCKNOW
Minutes of the Meeting

A meeting of NAAC preparation was held on 29 May 2021 at 11.00 a.m. for Criteria III, IV and V review at conference room of administration block. The meeting was presided by Pro Chancellor Dr. Syed Nadeem Akhtar

The following members attended the meeting:

<i>Prof. Javed Musarrat</i>	<i>-Vice Chancellor</i>
<i>Prof. T. Usmani</i>	<i>- Chief Evaluator, NAAC- Programme.</i>
<i>Prof. Wahajul Haq</i>	<i>-Criteria III Mentor</i>
<i>Prof. Syed Aqeel Ahmad</i>	<i>-Criteria IV Mentor</i>
<i>Dr. Nilanjan Mukharji</i>	<i>-Criteria V Mentor</i>
<i>Prof. Syed Mishbahul Hasan</i>	<i>-Criteria V Mentor</i>
<i>Prof. Monower Alam Khalid</i>	<i>-Criteria V Incharge</i>
<i>Dr. Mir Snober Shabnam</i>	<i>-Criteria III Incharge</i>
<i>Dr Mohammed Asim</i>	<i>-Criteria III Member</i>
<i>Dr Naved Ahmad</i>	<i>-Criteria IV Incharge</i>
<i>Mr Zishan Raza Khan</i>	<i>-Criteria IV Member</i>
<i>Mr Abdul Mateen Siddiqui</i>	<i>-Incharge SDC</i>
<i>Mr Ghazali Sami</i>	<i>-Director Outreach</i>
<i>Dr. N. R. Kidwai</i>	<i>-Deputy Director IQAC</i>

The Chairman welcomed members. The following issues were discussed and resolutions made accordingly

1. Quantitative matrices of criteria III was discussed at length and data/ documents were reviewed. Following directives were issued
 - a. Seed Money data need to be checked by Criteria incharge and Dean Research and improved data with documents shall be uploaded on AQAR. For the purpose research support provided by university in previous years should be properly documented.
 - b. New portal created for final data/ document file related to NAAC submission is not required. Pro Chancellor directed SDC to strengthen AQAR portal to provide final data files and documentary evidence for NAAC submission. In AQAR portal, edit and validate option for data entry, shall be provided to HoD's / Criteria Incharges, Director IQAC. Also filtering based on session and clubbing of sessions for report shall be provided in AQAR portal.
 - c. Efforts shall be made to improve data supported by documentary evidence by all concerned. A proactive approach is required with consistency. Patent application filing, project submission for Government/ Non-government grant should be encouraged and monitored by Dean Research.
 - d. In subcriterion 3.4.2, necessary steps should be taken to choose option A
 - e. In subcriterion 3.4.5, Vice Chancellor pointed the difference in number of publication in AQAR portal, and in another report and directed criteria incharge to crosscheck the publication. He also suggested inclusion of books appearing in Book citation index in research publications.
 - f. In subcriterion 3.4.7, it has been noted that e-content has been submitted to UP government portal. Pro Chancellor directed that efforts should be made to submit courses on Swayam, E PG pathshala and other platforms and Dean Research should look into it.
 - g. In subcriterion 3.7.1 and 3.7.2, data should be checked and collaborative activities should be increased.

- h. It was also decided that more member shall be added in criteria III team as per the suggestion of names by criteria incharge.
2. Quantitative matrices of criteria IV was discussed at length and data/ documents were reviewed. Following directives were issued.
- Data and documents should be uploaded on AQAR portal, so that values can be seen in reports
 - Library footfall data should be reviewed and online footfall should be added in data
 - Student computer ratio shall be revised as per UG/PG/PhD students.
 - Data available on AQAR portal need to be revisited for information not uploaded on portal.
3. Pro Chancellor enquired about team of lab staff efficient on computer for NAAC preparation documentation support. Prof T. Usmani informed that team has been formed and shall start working from 1 June 2021.

Criteria V review has been postponed for a date to be announced later.

The meeting ended with Vote of Thanks to the Chair.

Date:29 May 2021



(Dr. N.R. Kidwai)
Deputy Director, IQAC