

MAHARISHI MARKANDESHWAR (DEEMED TO BE UNIVERSITY)
MULLANA-AMBALA, HARYANA (INDIA) - 133207
(Established under Section 3 of the UGC Act, 1956)
(Accredited by NAAC with Grade 'A')

7thIQAC Meeting (Session 2018-19)

Minutes of the meeting of **Internal Quality Assurance Cell (IQAC)** held on **07.05.2019 at 11:30 am** in the Committee Room of the Administrative Block of the University. The following members were present:

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| 1. Prof. Victor Gambhir
(Chairman, IQAC) | 12. Dr Vanita Agrawal |
| 2. Dr LC Gupta | 13. Dr Bhawna Pareek |
| 3. Dr Sumit Mittal, | 14. Dr Amit Aggrawal |
| 4. Dr BK Aggarwal | 15. Ms. Rekha Kaushik |
| 5. Dr Amit Mittal | 16. Dr Jagatheesh K |
| 6. Dr NK Batra | 17. Dr Karan Walia |
| 7. Dr Sanjeev Gupta | 18. Dr Anil Kumar Sharma |
| 8. Prof. Manish Bathla | 19. Ms Chahat |
| 9. Dr. Manu Goyal | 20. Dr Anil Jain |
| 10. Mr Yogesh Kumar | 21. Dr. Mahendra Singh Rathore |
| 11. Dr Atul Garg | |

Dr. Harish Sharma, Vice-Chancellor, MM University, Sadopur, Ambala attended the meeting as a special invitee.

1. Vice-Chancellor and Chairman, IQAC extended a hearty welcome to all the members of the cell.
2. Confirmed the Minutes of the last meeting of IQAC held on 30.04.2019.
3. The action taken report on the minutes of the previous meeting was considered and confirmed by the members of the cell.
4. Dr. Tanu Gupta, Professor in Humanities presented the proposal for the establishment of Value Education Cell in the University. After discussions held in the meeting, the proposal was approved by the house and it was decided to place it before the Academic Council in its next meeting for final approval.
5. Dr. Sansanka Chakarbraty, Professor, Department of Biochemistry, MM Institute of Medical Sciences and Research presented the proposal for the establishment of Central Research Development Cell consisting of some dedicated faculty members for the quality research output. After deliberations, the proposal was approved by the house and it was decided that Deputy Registrar (Establishment) will notify.

6. Dr. M.S Rathore, Director of Re constituted IQAC, put-forth the agenda of Student Satisfaction Survey (SSS) according to NAAC RAF for discussion in the house. He made a presentation on important roles of IQAC in augmenting the quality aspects in higher education institutes. He also emphasized on roles and responsibilities of IQAC members to inculcate quality culture in organization.

Dr. M.S Rathore explained the need of conduct of Student Satisfaction Survey (SSS) which is an integral part of Assessment and Accreditation process of NAAC under RAF. He presented the format and invited suggestion from members. Members confirmed the format presented and it was decided to conduct the student satisfaction survey in month of May, 2019. It was resolved that the results of SSS and action taken report shall be presented by Dr. M.S Rathore in next meeting of IQAC.

7. Dr. Manu Goyal, Principal, MMIPR and member IQAC proposed that MMIPR which is a constituent organization of MM (DU) is going to organize ANNUAL Day at their institute and identified best achievers in academic would be felicitated during function. He proposed that such practice may be adopted by all institutes to motivate students and faculty that would help in sustenance of quality in higher education at all levels of University.

Current practices of universities were also discussed and it was resolved that some best practices may be identified. Dr. N.K. Batra, Dean Academics (Technical) was assigned the task of identifying innovative practices and presents the report to house in next meeting. It was decided that if considered appropriate by IQAC, the identified practices would be implemented in university from next academic session.

8. Dr. Sumit Mittal briefed the house about existing Feedback system/Forms. It was decided that common feedback forms to gather feedback from stakeholders (Student, Faculty, Alumni, Professionals, Employers and Parents) are to be prepared by IQAC and circulated the same to the Head of Institutions to take appropriate action. Feedbacks on above are to get filled, analyzed and action taken report for quality enhancement is to be prepared by institution heads. The analysis and feedback reports of individual institutes are required to be submitted to IQAC.

9. Dr. Sumit Mittal, ex-coordinator of IQAC briefed the house about existing audit formats. It was felt that Audit Formats (Academic and Administrative) need to be modified according to NAAC requirement. It was decided that Dr. Sumit Mittal shall present the revised Audit formats to house in next meeting.

10. One of the important functions of IQAC is to organize seminars/conference/workshops to address quality issues in higher

education. Dr. M.S. Rathore proposed that a seminar/conference on revised accreditation framework of NAAC is to be organized for all academic/functional heads to sensitize about the new process and filling of online AQAR for academic year 2018-19. It was resolved that seminar/workshops may be organized in May 2019 and Dr. M.S. Rathore was assigned the task to coordinate and conduct the same. It was resolved that Dr. M.S. Rathore shall submit the details of activities conducted by IQAC viz. Seminars/Programs organized, proposal filing to NAAC for Financial Grant to organize seminar etc. in next meeting.

11. Prof. M.S. Rathore, Coordinator, IQAC informed the house that M. M. College of Pharmacy is organizing Five days International Faculty Development Programme on "Innovation in a Classroom" from June 24-28, 2019 in Collaboration with Danish Consortium (Accredited by the Danish Ministry of Education).

Meeting ended with a vote of thanks to all the members.

Prof. M.S. Rathore
Director, IQAC, MM (DU)

Prof. Victor Gambhir
Vice-Chancellor, MM (DU)
& Chairman, IQAC