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

Extract of Item No. 11 of the Minutes of Board of Management of MM (DU),
Mullana-Ambala, held on 26-11-2019 at 11:30 A.M.

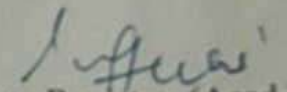
11. Under any other item, the following decision was also taken:

RESOLVED THAT THE **ANNUAL QUALITY ASSESSMENT REPORT (AQAR)** OF THE
MM(DU) FOR THE YEAR 2018-19 FOR SUBMISSION TO THE **NATIONAL**
ASSESSMENT & ACCREDITATION COUNCIL (NAAC), BANGALORE AS AT
ANNEXURE -VIII BE APPROVED.

Endst. No. Acad./SAC/BOM/F. 49/15228 dated: 10-11-2019

Copy of the above extract is forwarded to the following for information and taking necessary
action with the request to intimate the follow-up action taken on the above decision(s) within 7
days:-

1. Director, NAAC, MM(DU)


Deputy Registrar (Acad.)
for Registrar

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

Action Taken Report
on the decisions of the 7th IQAC meeting held on 07.05.2019

Sr. No.	Decision	Action Taken
1.	Welcome of all the members	No action was required
2.	Confirmation of Minutes of the last Meeting	No action was required
3.	Confirmation of action taken report on the minutes of the previous meeting	No action was required
4.	Approval of draft for establishment of Value Education Cell	The proposal be placed in the meeting of Academic Council which will be held on 19.06.2019.
5.	Notification of Central Research Development Cell	The Central Research Development Cell was notified on 21.05.2019.
6.	Conduct of student satisfaction survey (SSS) according to NAAC Revised Accreditation Framework (RAF)	Student Satisfaction Survey was conducted in which 968 students of MM (DU) across various constituent institutes participated in survey where 23 questions asked in SSS form which was circulated to students through e-mail. The report is prepared and to be presented in the next IQAC Meeting.
7.	Identification and Implementation of new practices	Dr. N.K. Batra, member IQAC prepared a document in which the practices identified. The practices to be discussed in the next IQAC meeting.
8.	Review of existing Feedback system/Forms	The feedback forms to be circulated and is to be presented in next IQAC meeting that would be used from academic session 2019-20. The feedback forms to collect feedback from stakeholders (Student, Faculty, Alumni, Professionals, Employers and Parents) prepared by IQAC. These are to be circulated to HOIs on basis of which the feedback analysis report would be prepared and action taken report for quality improvement in institution on various aspects to be submitted by institutes to IQAC. The institution's other feedback reports would also considered.

9.	Review of existing Audit Format	Revised Audit forms prepared by Dr. Sumit Mittal and implemented in currently going Administrative Audit. Once the audit would over the format and results to be presented by Dr. Sumit Mittal/Dr. Karan Walia in the next meeting.
10.	Conduction of internal seminar on AQAR filling/NAAC RAF for session 2018-19.	<p>The following activities were conducted by IQAC :</p> <ol style="list-style-type: none"> 1. An internal Seminar on NAAC Accreditation Process under Revised Assessment & Accreditation Framework (RAF) and New AQAR format was delivered. 2. Two clinical quality development programs conducted by IQAC on 18th May 2019 and 3rd June 2019 at MM (DU) in which Eminent Scientists from Post Graduate Institute of Medical Education and Research delivered the presentations on themes of the two seminars; "Antimicrobial Stewardship to prevent Antimicrobial Resistance" and 'Good Clinical Practices'. 3. To inculcate quality culture for research promotion in university, IQAC conducted two interactive seminars for researchers. In one seminar (1st June 2019) Dr SK Mehta, Director of SAIF, Punjab University, Chandigarh was resource person while in other Dr Rita Banerjee Scientist 'G' and Coordinator of Life Science division of SERB, DST was the resource person. 4. One Proposal filed to NAAC for financial assistance (INR one lakh) on 11th June 2019 to conduct a seminar on Quality Enhancement and Sustenance in Higher Education: Role and Impact of IQAC 5. A meeting of IQAC members (Dr. Amit Agrawal and Dr. Karan Walia) with Alumni of MM(DU) was held on 18.05.2019. In meeting feedback from Alumni were taken and analyzed.
11.	International Faculty Development Programme on Innovation in a Classroom	The faculty development programme was successfully organized. The detailed report has been received and kept in record.

M.S. Rathore

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

Victor Gambhir

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