Minutes of Meeting (IQAC)

Index

No. GLAU/ IQAC/ Dec16 – 5

Internal Quality Assurance Cell
GLA University, Mathura

Dec 14, 2016

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC)

A meeting of the **Internal Quality Assurance Cell (IQAC)** was held on Dec 08, 2016 (Thursday) at 02:00 P.M. in Room no. 319, AB-I. The following members were present:

1.	Prof. A. M Agrawal, Pro Vice Chancellor	- Chairperson
2.	Prof. Meenakshi Bajpai, HoD (IPR)	- Member
3.	Prof. Vikas Tripathi, HoD (Mgmt. Dept.)	- Member
4.	Prof. Arun Tiwari, Dept. of ME	- Member
5.	Dr. Anjana Goel, Dept. of Biotechnology	- Member
6.	Mr. Abhay Chaturvedi, Dept. of EC	- Member
7.	Dr. Prabal P Singh, Dept. of Chemistry	- Member
8.	Dr. Shikha Srivastava, Dept. of Mathematics	- Member
9.	Prof. Charul Bhatnagar, Director IQAC	- Member Secretary

The Chairperson welcomed all the members of the Internal Quality Assurance Cell (IQAC).

Agenda Item 1: To confirm the minutes of the IQAC meeting held on July 24, 2016.

The minutes of the meeting of IQAC held on July 24, 2016 were circulated. All the members confirmed the minutes.

Agenda Item 2: Discussion on implementation of Choice Based Credit System.

- UGC guidelines on adoption of Choice Based Credit System was discussed.
- It was decided that a meeting with the Heads of Departments be held to make them aware of CBCS.

The meeting ended with a vote of thanks to the Chair.

Director IQAC
GLA University, Mathura

14/12/16
Prof. Charul Bhatnagar
Director, IQAC

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. The Hon'ble Treasurer, for kind information
4. The Hon'ble Pro-Vice Chancellor
5. The Directors of various Institutes
6. The Registrar
7. Controller of Examination
8. All the Head of the Depts.
9. Dean (Academics)
10. Dean (R & D)
11. Dean (Students' Welfare)
12. Librarian, Central Library
13. All the members of IQAC
14. Department representatives for NAAC work

No. GLAU/ IQAC/ May17 – 1

Internal Quality Assurance Cell

GLA University, Mathura

May 15, 2017

Notice for Meeting

A meeting is scheduled to be held on Tue, May 23, 2017 at 2:30 pm in Dept. Library, AB-I. All IQAC members, DQAC members of Criterion I and CDC Convener are requested to make it convenient to attend the same.

The agenda for the meeting is:

Agenda 1:

To discuss about the subjects to be taught in B. Tech I yr.

Agenda 2:

To finalize the Category wise Credit Breakup.

Agenda 3:

Any other item with the permission of the Chair.

Director IQAC
GLA University, Mathura

15/5/17

Prof. Charul Bhatnagar
Director, IQAC

Internal Quality Assurance Cell

GLA University, Mathura

May 25, 2017

Record Notes of the Meeting

A meeting was held on Tue, May 23, 2017 at 2:30 pm in Dept. Library, AB-I to discuss issues related to CBCS.

Following were present:

Prof. Charul Bhatnagar	Mr. Trilok P S Chauhan	Mr. Abhay Chaturvedi
Prof. Ashish Sharma	Dr Manish Kumar	Mr. Ravi S Tiwari
Dr. Manas K. Mishra	Dr. Ashish Sharma	Prof. Kamal Sharma
Dr. Prabal P Singh	Dr. Benoy Kumar Singh	Mr. Vishal Khandelwal
Mr. Paresh Chand Sau	Mr. Mohit Verma	

Following points were discussed:

[1] It was decided to have a common Course Structure for B.Tech I yr of all the branches. The following Course Structure has been proposed.

S. no	Type	Courses	L	T	P	Credits	Contact Hrs
1	BS	Engineering Mathematics - I	3	1	0	4	4
2	BS	Engineering Physics	2	2	2	4	6
3	BS	Engineering Chemistry	3	0	2	4	5
4	ES	Fundamentals of Computer and Programming	2	0	2	3	4
5	ES	Basic Mechanical Engineering	3	0	2	4	5
6	ES	Applied Mechanics	2	2	2	4	6
7	ES	Electrical Engineering	3	0	2	4	5
8	ES	Electronics Engineering	3	0	2	4	5
9	HS	English Language Skills for Communication – I	1	2	2	3	5
10	BS	Engineering Mathematics-II	3	2	0	4	5
11	ES	Problem Solving using Computers	2	0	2	3	4
12	HS	English Language Skills for Communication - II	1	2	2	3	5

[2] As per UGC suggestion for number of credits in various programmes, it was decided to have 176 Credits in B.Tech programmes of all branches, 132 Credits in BCA and 120 Credits in MCA.

[3] In keeping with the Category wise Credit Break up as proposed by AICTE / UGC, it was decided to have the following Break up:

Category wise Breakup for B.Tech Programme

S. no.	Subject Area	Range	Percentage	Credits
1	Humanities & Social Sciences	(5 – 10 %)	7.5%	13
2	Basic Sciences	(15 – 20%)	15.0%	26
3	Engineering Sciences	(15 – 20%)	15.0%	26
4	Program Core	(30 – 40%)	34.0%	61
5	Program Electives	(10 – 15%)	13.5%	24
6	Open Electives	(5 – 10%)	5.0%	8
7	Project Work / Seminars	(10 – 15%)	10.0%	18
8	Non Credit Mandatory Courses	8 units		
	Total		**100.0%**	**176**

Category wise Breakup for MCA Programme

S. no.	Subject Area	Percentage	Credits
1	Program Core	42.0%	50
2	Program Electives	23.0%	28
3	Open (Generic) Electives	8.5%	10
4	Project Work / Seminars	18.5%	22
5	Ability Enhancement Courses	8.0%	10
6	Non Credit Mandatory Courses	4 Units	
	Total	**100.0%**	**120**

Category wise Breakup for BCA Programme

S. no.	Subject Area	Percentage	Credits
1	Program Core	59.0%	77
2	Program Electives	11.0%	15
3	Open (Generic) Electives	11.0%	15
4	Project Work / Seminars	9.0%	12
5	Ability Enhancement Courses	10.0%	13
6	Non Credit Mandatory Courses	6 Units	
	Total	**100.0%**	**132**

The meeting ended with thanks to the chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Internal Quality Assurance Cell

GLA University, Mathura

July 25, 2016

Minutes of Meeting of Internal Quality Assurance Cell (IQAC)

The meeting of the **Internal Quality Assurance Cell (IQAC)** was held on July 24, 2016 (Saturday) at 03:30 P.M. in the Conference Room. The following members were present:

1.	Mr. A. K. Singh, Registrar	- Member
2.	Prof. Meenakshi Bajpai, HoD (IPR)	- Member
3.	Prof. Vikas Tripathi, HoD (Mgmt. Dept.)	- Member
4.	Prof. R.P Singh, Dept. of Physics	- Member
5.	Dr. Anjana Goel, Dept. of Biotechnology	- Member
6.	Mr. Abhay Chaturvedi, Dept. of EC	- Member
7.	Dr. Shikha Srivastava, Dept. of Mathematics	- Member
8.	Mr. Ramanjaney K Upadhyay, Dept. of English	- Member
9.	Prof. Charul Bhatnagar, Director IQAC	- Member Secretary

Welcome of the Members

At the outset, the Director, IQAC welcomed all the members of Internal Quality Assurance Cell (IQAC).

Agenda Item 1: To confirm the minutes of the IQAC meeting held on April 04, 2016.

The minutes of the meeting of IQAC held on April 04, 2016 were circulated. All the members confirmed the minutes.

Agenda Item 2: To discuss the progress in NAAC Accreditation preparation.

- LoI on June 13, 2016 which was subsequently accepted vide letter no. **NAAC/NR-KR/UPUNGN11537/2016** dated July 5, 2016.
- SSR Vol -1 and Vol -2 have been uploaded on the University website.
- On July 16, 2016 the following have been dispatched to NAAC office.
  - Twelve hard copies of uploaded SSR
  - One softcopy
  - A DD of Rs.6,90,000/- (DD no. 484092, Indian Overseas Bank dated 11/07/2016) towards Accreditation Fee

- Detail of existing IQAC
- Compliance Certificate
- Self Assessment using NAAC's 50 point assessment indicators.

Agenda Item 3: To discuss the schedule of presentations of departments for preparation of NAAC visit.

It was decided to prepare a schedule for Departmental Presentations. For smaller departments the presentation should be of about 15 minutes with roughly 30 – 35 slides and for larger departments, of about 20 minutes with roughly 40 – 35 slides.

The meeting ended with a vote of thanks to the Chair.

27/7/16

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

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3. The Hon'ble Treasurer, for kind information
4. The Hon'ble Pro-Vice Chancellor
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6. The Registrar
7. Controller of Examination
8. All the Head of the Depts.
9. Dean (Academics)
10. Dean (R & D)
11. Dean (Students' Welfare)
12. Librarian, Central Library
13. All the members of IQAC
14. Department representatives for NAAC work

No. GLAU/ IQAC/ Sept17 – 1

Internal Quality Assurance Cell

GLA University, Mathura

September 11, 2017

Minutes of I Quarter Meeting of IQAC (Session 2017 – 2018)

The meeting of the IQAC for First Quarter of Session 2017 – 2018, was held on Sat, Sept 2, 2017 at 03:00 pm in Webinar Room, AB-I. The following members were present:

Prof. A M Agrawal	Dr. Shikha Srivastava	Mr. Apoorva Saxena
Prof. P N Maheshwari	Dr. Anjana Goyal	Mr. Hemant S Parihar
Shri Ashok K Singh	Dr. Prabal P. Singh	Mr. Rahul Pandey
Prof Vikas Tripathi	Dr. A. K. Kaushaik	Ms. Sanjana Soni
Prof. R. P. Singh	Mr. Paresh C Sau	Prof. Charul Bhatnagar
Dr. Manas K. Mishra	Mr. R.K Upadhyay	

At the outset, Chairperson, IQAC, welcomed all the members of the Internal Quality Assurance Cell.

Agenda 1: Introduction of the members of the newly constituted Internal Quality Assurance Cell.

Director, IQAC introduced all the members of the newly constituted Internal Quality Assurance Cell.

Agenda 2: Sharing of the Report of the NAAC Peer Team.

The salient points from Peer Team Report on Institutional Assessment & Accreditation (Cycle – 1) were discussed. It was decided that:

- CBCS will be implemented in all B. Tech programs from session 2017 – 18. In all other programs it is planned to implement from the next session.

- To increase linkages with industry, each Department to identify some faculty members who will work on these linkages in association with the Placement Cell.

- Graduate and Post Graduate programs in Mathematics, Physics, Chemistry and English to be started from next session.

- Heads of various Departments will be requested to work on improving the Cadre ratio in their respective departments.

- Departments will present their case for starting Interdisciplinary programs.

- Faculty members and students be encouraged to publish papers in Journals and Conferences of repute.

Agenda 3: Finalization of IQAC Calendar.
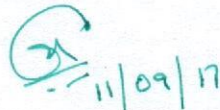
The following Calendar for IQAC was finalized.

IQAC Calendar
Session 2017 - 2018

S. no.	Period	Action Proposed
1	Aug-17	• Discussion on Examination Reforms • Meeting with DQAC members • QCM # 1: Framing of Curriculum Revision Policy
2	Sep-17	• I Meeting of IQAC (2017 - 2018) • Auditing of Faculty Course Files • Preparation of External / Internal Academic Audit • QCM # 2: Design of various Feedback forms and policy to collect & analyze the data • Auditing of Seminars / Workshops / FDPs / Conferences conducted in the Session 2016 - 2017
3	Oct-17	• One day Workshop on Patent Filing • Audit of Consultancy Work started in the Departments • Auditing of the Outcome of the MoUs
4	Nov-17	• II Meeting of IQAC (2017 - 2018) • QCM # 3: Initiate Interdisciplinary Programmes • Analysis of Academic Audit Reports

5	Dec-17	• Analysis of Extension Activities held by the Departments • Audit of Industry Linkages established by the Faculty members • Auditing of Bridge Courses, Remedial Courses, Value-added Courses conducted by Departments in the Odd Semester
6	Jan-18	• National Seminar on Quality Issues • Meeting with DQAC members • Library Audit
7	Feb-18	• III Meeting of IQAC (2017 - 2018) • Auditing of Faculty Course Files • One day FDP on Quality Issues
8	Mar-18	• Auditing of Faculty & Student achievements • QCM # 4: Maintenance of Central Repository
9	Apr-18	• Collection of data for AQAR 2017 - 2018 • Meeting with DQAC members
10	May-18	• IV Meeting of IQAC (2017 - 2018) • Begin preparation of AQAR 2017 - 2018
11	Jun-18	• Meeting with DQAC members • Analysis of Feedback of all types from all the stakeholders to begin • Begin preparation of Energy & Environment Audit • Collection of data for Auditing of Seminars / Workshops / FDPs / Conferences conducted in the Session 2017 - 2018 • Auditing of Student Placements
12	Jul-18	• Analysis of Research Publications for the Session 2017 - 2018 • Plan development programs for all Faculty & Staff members to be held in Session 2018 - 2019 (in consultation with Director (Academic Staff College)) • Planning for Plantation Drive & Landscaping • Circulation of report on Feedbacks received • Preparation of Energy Audit Report

The meeting ended with a vote of thanks to the Chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

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1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. All the Directors
4. All the Head of the Depts.
5. Dean (Academics)
6. Dean (R & D)
7. Dean (Students' Welfare)
8. Librarian, Central Library
9. All the members of IQAC

10. Mr. Lalit, for uploading on the website

Internal Quality Assurance Cell

GLA University, Mathura

July 12, 2017

Notice for Meeting

A meeting is scheduled to be held on Thu, July 13, 2017 from 11:30 am in the office of Director (IQAC), AB – I. All the Heads of the Departments in IET and their IQAC members are requested to make it convenient to attend the.

The agenda for the meeting is:

Agenda 1:

To finalize the credits for Environment Science course.

Agenda 2:

To discuss the implementation issues related to non credit Mandatory Courses.

Agenda 3:

To discuss provisions that can be incorporated under CBCS to cater to the Advanced Learners.

Agenda 4:

To discuss the format of Course Codes under CBCS.

Agenda 5:

Any other item with the permission of the Chair.

12/07/17

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Internal Quality Assurance Cell

GLA University, Mathura

July 14, 2017

Record Notes of the Meeting

A meeting was held on Thu, July 13, 2017 from 11:30 am in the office of Director (IQAC), AB – I.

Following were present:

Prof. Charul Bhatnagar	Prof. Kamal Sharma	Mr. Ravi S Tiwari
Prof. A.S Jalal	Prof. V.K Deolia	Prof. D.K Das
Prof. Piyush Singhal	Mr. Paresh Chand Sau	
Prof. Arun Tiwari	Dr. Sanjay Maurya	

Following points were discussed:

[1] It was decided that the Environment Science will have 2 Credits and will be included in Professional Core.

[2] Credits for Mandatory Courses will be earned by participating in Extra Curricular Activities like NSS, Yoga, any Sports Club or any Cultural Activity Club. Participation in Departmental Activities will not be counted.

    a. Logging of 30 Hrs will earn 2 Credits

    b. The concerned I/Cs will prepare a schedule of the activities before the start of the session. The schedule should be designed keeping in mind the participation of Day Scholars

    c. Attendance to be uploaded regularly

    d. Each Club to organize one event where every member participates

    e. If a prize is won in an event organized at National Level outside GLA, then 2 additional Credits

    f. Any interested faculty can start a Club in any semester. Credit will be given to the faculty if at least *30 students* enroll in that club

[3] For Advanced Learners it is proposed:

    a. Starting from III Semester onwards, if the CPI till the previous Semester is greater than equal to 9.00, then the Attendance requirement for that semester will be condoned off.

        i. The Faculty Advisor of that student will monitor and record the activity of that student.

ii. If the student is found to be involved in any misconduct, then Attendance Condonation will be withdrawn.

b. B.Tech (Hons)

i. Students admitted to B.Tech Programme can opt for B.Tech (Honours) programme at the end of the fourth semester. The student should have a CPI of 8.5 and above and should have cleared all the courses as prescribed in the curriculum in the first attempt.

ii. Students will have to take additional courses of atleast 8 Credits from their area of specialization and one Research Project of 8 Credits.

iii. The supervisor for the research project is to be allotted in the beginning of fifth Semester.

iv. The Research Project can be submitted in VIII Semester only.

[4] Rules for allotting Course Codes:

a. The Course codes will be alphanumeric having length 7.

b. The 1st character starting from left, will be as follows:

Type of Course	Character
University Core	U
Professional Core	C
Professional Elective	E
Open Elective	O
Project Work / Seminars	P
Ability Enhancement Courses	A
Mandatory Course	M

c. The next 3 letters will be the alphabetical program code.

d. The 5th character denotes the version. When the course is floated the first time, the 5th character will be 0. Every time the syllabus is modified, the value of the 5th character will be incremented.

e. 6th & 7th characters will be the actual Course codes.

i. Codes 01 to 69 for Theory Courses

ii. Codes 70 to 99 for Lab Courses

f. Eg. The subject code for Engineering Mathematics - I, could be

U	A	S	M	0	0	1

The meeting ended with thanks to the chair.

14/07/17

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

No. GLAU/ IQAC/ Sept17 – 2

Internal Quality Assurance Cell

GLA University, Mathura

Sept 20, 2017

<u>Notice for Meeting</u>

A meeting of the IQAC is scheduled to be held on Wed, Sept 20, 2017 at 03:00 pm in my office, AB-I. All IQAC members are requested to make it convenient to attend the same.

The agenda for the meeting is to discuss about the Academic and Administrative Audit for the session 2017 – 2018.

20|9|17

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
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4. All the Head of the Depts.
5. Dean (Academics)
6. Dean (R & D)
7. Dean (Students' Welfare)
8. Librarian, Central Library
9. All the members of IQAC

Internal Quality Assurance Cell

GLA University, Mathura

September 20, 2017

Minutes of Meeting of IQAC held on Sept. 20, 2017

IQAC meeting was held on 20/9/17 at 2:00 to discuss about Academic & Administrative Audit (AAA).

The following members were present:

Prof. Meenakshi Bajpai
Prof. Vikas Tripathi
Prof. Kamal Sharma
Dr. Manas K. Mishra

Dr. Anjana Goel
Dr. Shikha Srivastava
Mr. Paresh Chand Sau
Mr. Apoorva Saxena

The following members were not present:

Dr. R.P Singh
Dr. Prabal P Singh
Dr. Amit Kaushik

Mr. Ramanjaney K Upadhyay
Mr. Hemant Parihar
Mr. Mohsin

The following decisions were taken:

1. The 7 Criteria of NAAC were divided among the IQAC members as follows:

S. no.	Criterion	Faculty
I	Curricular Aspects	• Dr. Anjana Goel, • Mr. Paresh Chand Sau
II	Teaching-Learning and Evaluation	• Mr. Ramanjaney K Upadhyay, • Mr. Apoorva Saxena, • Dr. R.P Singh
III	Research, Innovations and Extension	• Prof. Kamal Sharma, • Dr. Manas K. Mishra
IV	Infrastructure and Learning Resources	• Prof. Vikas Tripathi, • Mr. Mohsin

V	Student Support and Progression	• Dr. Shikha Srivastava, • Dr. Prabal P Singh, • Mr. Hemant Parihar
VI	Governance, Leadership and Management	• Prof. Meenakshi Bajpai, • Dr. Amit Kaushik
VII	Management, Institutional Values and Best Practices	

2. It was decided that a formal Template be developed which will be used by the Auditing Team. This will ensure uniformity across Departments and no point will be missed by the team.
3. All the members have been requested to prepare templates for their respective Criterion.

The next meeting of IQAC is scheduled on Wed, Sept 27, 2017 at 2:00 pm in my office. All the members are requested to bring the Templates prepared by them in both soft & hard copy. We will brainstorm on the templates viz-a-viz the NAAC Criteria.

26/9/17

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
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5. Dean (Academics)
6. Dean (R & D)
7. Dean (Students' Welfare)
8. Librarian, Central Library
9. All the members of IQAC

Internal Quality Assurance Cell

GLA University, Mathura

Sept 26, 2017

<u>Notice for Meeting</u>

A meeting is scheduled to be held on Fri, Sept 29, 2017 from 10:15 am in the Webinar Room, AB – I. All the Heads of the Departments in IET and their DQAC Criterion I members, Convener (CDC), and members of IQAC are requested to make it convenient to attend the same.

The agenda for the meeting is:

Agenda 1:

To discuss about the percentage breakup of credits under the different heads.

Agenda 2:

To discuss about the Course Levels so that needs of all types of students can be taken care of.

Agenda 3:

To discuss about promotion criteria.

Agenda 4:

Any other item with the permission of the Chair.

26/09/17

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Internal Quality Assurance Cell

GLA University, Mathura

Sept 29, 2017

Record Notes of the Meeting

A meeting was held on Fri, Sept, 2017 from 10:15 am in the Webinar Room, AB – I.

Following were present:

Prof. V.K Deolia	Dr. Prabal P Singh
Prof. Ashish Sharma	Dr. Shikha Srivastava
Mr. Abhay Chaturvedi	Dr. Anjana Goel
Mr. Ravi S Tiwari	Mr. Paresh Chand Sau
Mr. Mohit Verma	Mr. Ramanjaney
Prof. R.P Singh	Prof. Charul Bhatnagar
Dr. Manas K Mishra	

Following points were discussed:

Agenda 1: To discuss about the percentage breakup of credits under the different heads

[1]   The following Credit Break up is proposed.

Category wise Breakup for B.Tech Programme

S. no.	Subject Area	Proposed	
		Percentage	Credits
1	Humanities & Social Sciences	11.9%	21
2	Basic Sciences	12.5%	22
3	Engineering Sciences	12.5%	22
4	Program Core	21.0%	37
5	Program Electives	22.7%	40
6	Open Electives	9.1%	16
7	Project Work / Seminars	10.2%	18
	Total	100.0%	176

[2]   The total credits for Program Core and program Electives together is 77. The Departments can break the credits into these categories as per their requirements, ensuring that in no category the credits are less than 30.

Agenda 2: To discuss about the Course Levels so that needs of all types of students can be taken care of.

It was decided that depending on the major streams in each Branch, Bouquets of courses of different levels will be formed. Depending on the difficulty, the courses will be assigned levels 01 to 04.
Note: Levels 05, 06 and 07 are for PG courses and Level 09 is for PhD.

Agenda 3: To discuss about promotion criteria.

Because of paucity of time, the agenda could not be taken up.

The meeting ended with thanks to the chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

GLA UNIVERSITY MATHURA

Internal Quality Assurance Cell

GLA University, Mathura

June 29, 2017

Notice for Meeting

A meeting is scheduled to be held on Tue, July 4, 2017 from 11:00 am in Webinar Room, AB – II to discuss the operational issues related to Choice Based Credit System. All the Heads of the Departments in IET and IAH are requested to make it convenient to attend the same along with their DQAC members looking after CBCS.

In case any one of you is on Mission Admission Duty, then you are requested to arrange your duty and come for the meeting.

The agenda for the meeting is:

Agenda 1:

To finalize the subjects and their credits, to be taught in B. Tech I yr.

Agenda 2:

To discuss the Roll – out plan for the implementation of CBCS from Session 2017 - 2018.

Agenda 3:

Any other item with the permission of the Chair.

29|06|17

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

No. GLAU/ IQAC/ **Jul17 – 1**

Internal Quality Assurance Cell

GLA University, Mathura

July 5, 2017

Record Notes of the Meeting

A meeting was held on Tue, July 4, 2017 from 11:00 am in Webinar Room, AB – II to discuss the operational issues related to Choice Based Credit System.

Following were present:

Prof. Charul Bhatnagar	Prof. V.K Deolia	Mr. Ramanjaney
Prof. A.S Jalal	Mr. Abhay Chaturvedi	Dr Manish Kumar
Prof. Ashish Sharma	Mr. Paresh Chand Sau	Dr. Manish Goyal
Dr. Manas K. Mishra	Dr. Sanjay Maurya	Dr. Ashish Sharma
Prof. Piyush Singhal	Mr. Apoorva Saxena	Dr. Benoy Kumar Singh
Prof. Arun Tiwari	Prof. D.K Das	Mr. Mohit Verma
Prof. Kamal Sharma	Prof. B.R.K Gupta	Dr. Diwakar Bhardwaj

Following points were discussed:

[1]   In B.Tech, BCA & MCA, CBCS will be implemented from Session 2017 – 2018.

[2]   The following Course Structure for I yr has been unanimously accepted. The syllabus for the courses will be finalized & if needed approved by the BoS before this month end.

University Core

S. no	Type	Courses	L	T	P	Credits	Contact Hrs	Prerequisites
1	BS	Engineering Mathematics - I	3	1	0	4	4	
2	BS	Engineering Physics	2	2	2	4	6	
3	BS	Engineering Chemistry	3	0	2	4	5	
4	ES	Fundamentals of Computer and Programming	2	0	2	3	4	
5	ES	Basic Mechanical Engineering	2	0	2	3	4	
6	ES	Applied Mechanics	2	2	2	4	6	
7	ES	Engineering Drawing	0	0	2	1	2	
8	ES	Electrical Engineering	3	0	2	4	5	
9	ES	Electronics Engineering	3	0	2	4	5	
10	HS	English Language Skills for Communication – I	1	2	2	3	5	
11	BS	Engineering Mathematics-II	3	1	0	4	4	Engineering Mathematics - I
12	ES	Problem Solving using	2	0	2	3	4	Fundamentals of

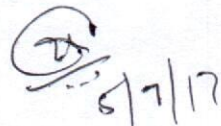|										
		Computers								Computer & Prog.
13	HS	English Language Skills for Communication - II	1	2	2	3		5		English Lang Skills for Comm. – I
							44		**59**	

BS	16
ES	22
HS	6

Note:
All University core courses should be registered for in the I year

[3] The Category wise Breakup of Credits is final.

[4] We will go with 176 Credits in B.Tech. Min & Max credits will be 15 & 30 respectively.

[5] Courses can be added or dropped within 1 week of the start of semester. However, more discussion is needed to work out the implementation details.

[6] Reappearance, Re-registration, Break from Study, Semester drop will be permitted.

[7] Course Committees will be formed.

[8] Every student will be allotted a Faculty Advisor in I yr itself who will remain so for the whole period of study.

[9] The CPI for award of I Division etc needs to be worked out.

[10] It has been suggested that although courses are not bound with the year of study, except for I yr, a suggested Course Structure be given for students going with 22 credits per semester.

The meeting ended with thanks to the chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

GLA
UNIVERSITY
MATHURA

Internal Quality Assurance Cell

GLA University, Mathura

May 31, 2018

Notice for Meeting

A meeting of Heads of all Engineering Departments is scheduled to be held on Monday, June 4, 2018 at 11:00 am in Room no. 302, AB – I. The agenda for the meeting is **Orientation Programme for Freshers — 2018**. You are requested to make it convenient to attend the same.

31/05/18

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:

1. The Hon'ble Chancellor, for kind information

2. The Hon'ble Vice Chancellor, for kind information

3. Pro Vice Chancellor

4. All the Directors

5. All the Head of Engineering Departments.

Internal Quality Assurance Cell

GLA University, Mathura

June 4, 2018

Minutes of Meeting held on June 4, 2018

A meeting was held on Monday June 4, 2018 at 11:00 am in Room no. 302, AB – I to discuss about the **Orientation Programme for Freshers – 2018**. The following faculty were present:

- Prof. Sudhir Goyal
- Prof. A.S Jalal
- Prof. V.K Deolia

- Dr. R.P Singh
- Mr. Subhash Chandra
- Prof. Charul Bhatnagar

The following points were discussed.

[1]   Objective of Orientation Program
- Introduce GLA University to the Freshers and their parents
- **Create a feeling of excitement and pride in the Freshers for being part of GLA**
- Ignite their dreams, urging them to think big and look forward to a life of achievements.
- Smooth induction of the Freshers into GLA University
- Tell the Freshers about the major Systems – CBCS, Exam, etc
- Inform Freshers about the Facilities available – Sports, Dean (Student Welfare), Counsellor, Internal Complaints Committee, Student Grievance Cell etc
- Give the Freshers a peep into the Campus Life – Hostels, Clubs
- Interaction with the Faculty of the Department

[2]   Steps to make the Orientation Program Impactful
- Helpdesks to assist parents in understanding what to do
  - Each Department could set up its Helpdesk
  - Each Department identifies its Student Volunteers to assist Freshers and show them around
- Comfortable waiting hall with GLA Video playing

- Drinking water to be freely available at all locations
- Document verification to be managed in such a way that there is no long waiting period
- Information Booklet for freshers – made in a creative way which makes for a good & interesting read
- Registration areas to be well decorated
  - Canopies for Departmental Societies
  - Display of Student Projects
- Hostel allotment also to be done centrally so that parents spend minimum time in hostels
- Cars to be parked in the parking
- E rickshaws available in campus to transport luggage
- Vibrant Campus
  - Drishti & Braj Tulika Exhibitions
  - Soft music playing
  - Volunteers interviewing freshers
  - Flash mob / Lucky Draw
  - Eating joints to be set up for two days
  - Sports matches to show case our sports facilities
  - Outlet for mattresses, pillows, bed sheets, buckets, mugs etc
  - Tailor with dress material
  - Lighting of the Campus in the night

[3]   Orientation Program

- Day 1 (Saturday)
  - Morning: Registration Process, Settling in the Hostel
  - **Bus visit around University**
  - Evening (6:00 – 8:00 pm): Common Orientation – Speeches and a Cultural Program
  - Packed Snacks
- Day 2 (Sunday, so that Faculty, Labs & Rooms are free)
  - **Departmental Orientation**
  - Ice-breaking activities
  - Introduction to Senior Faculty members
  - Cold drink break where new students interact with each other
  - Interaction of Groups with Faculty Advisors
  - Department Visit
  - Alumni Talk
  - **English Proficiency Test**

- **Bus visit around University**
- Mon to Friday
  - Remedial Classes in Eng & Maths for Slow learners
  - Special Classes in Eng, Projects etc for Advanced Learners
  - Motivational Talks
  - Introduction to
    - Examination System
    - CBCS
  - Visit to Library
- Sat – Sun
  - Visit to Big Bazaar / Krishna Nagar

[4]   Keeping Students busy in the Evenings in Hostel

- Yoga
- Sports
- Games
- Movies
- Talks
- Activities
- Introduction to Clubs

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Internal Quality Assurance Cell

GLA University, Mathura

May 4, 2019

<u>Notice for Meeting</u>

The Fourth Quarter meeting of IQAC for of Session 2018 – 2019, is scheduled to be held on Sat, May 19, 2019 at 11:00 am in Webinar Room, AB-I. All IQAC members are requested to make it convenient to attend the same.

The agenda items for the meeting are:

Agenda 1:

Plan development programs for faculty and staff to be held in the Session 2019 – 2020.

Agenda 2:

Collection of data for AQAR for the Session 2018 – 2019.

Agenda 3:

Plan for Library Audit.

Agenda 4:

Any other item with the permission of the Chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. All Directors
4. All Head of the Depts.
5. Dean (Academics)
6. Dean (R & D)
7. Dean (Students' Welfare)
8. Librarian, Central Library
9. All the members of IQAC

Internal Quality Assurance Cell

GLA University, Mathura

May 21, 2019

Minutes of IV Quarter Meeting of IQAC (Session 2018 – 2019)

The IV Quarter meeting of the IQAC for Session 2018 – 2019, was held on Sat, May 19, 2019 at 11:00 am in Webinar Room, AB-I. The following members were present:

Prof. R. P. Singh	Dr. A. K. Kaushaik
Prof. Atul Kumar	Mr. Paresh C Sau
Prof Vikas Tripathi	Mr. Apoorva Saxena
Dr. Manas K. Mishra	Mr. Hemant S Parihar
Dr. Shikha Srivastava	Prof. Charul Bhatnagar
Dr. Anjana Goyal	

At the outset, Chairperson, IQAC, welcomed all the members of the Internal Quality Assurance Cell.

Agenda 1: Plan development programs for faculty and staff to be held in the Session 2019 – 2020.

GLA University is committed to a comprehensive Professional Development Program that provides opportunities to promote individual progress of all faculty members and staff. It was decided that

- Professional Development Programmes should be organized for all staff members.
- Each Department must organize Technical Workshops to keep the faculty abreast with the latest technologies.
- Workshops for the improvement of teaching and learning should be arranged for new faculty joining GLA University.

Agenda 2: Collection of data for AQAR for the Session 2018 – 2019.

For Session 2018 – 19, AQAR has to be uploaded online. Director IQAC presented the new format to the IQAC members. Members discussed in which format the data should be collected and who will provide the data under different headings.

Agenda 3: Plan for Library Audit.

As a part of monitoring quality of various departments of the University, it was decided that IQAC will conduct an Audit of the Library in the next Session. The primary objectives of the audit would be to ensure that:

- Library resources are properly recorded and safeguarded
- Verify Library Stock
- Analyse Acquisition and Collection Growth for the Session 2018 – 19
- Analyse the utilization of Journals subscribed in the library
- Books Utilization for the Session 2018 – 19
- Budget Utilization
- Automation of Library

The meeting ended with a vote of thanks to the Chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. All the Directors
4. All the Head of the Depts.
5. Dean (Academics)
6. Dean (R & D)
7. Dean (Students' Welfare)
8. Librarian, Central Library
9. All the members of IQAC
10. Mr. Lalit, for uploading on the website

Internal Quality Assurance Cell

GLA University, Mathura

Nov 05, 2018

<u>Notice for Meeting</u>

The Second Quarter Meeting of the IQAC is scheduled to be held on Sat, Nov 10, 2018 at 02:30 pm in Room no. 306, II Floor, AB-I. All IQAC members are requested to make it convenient to attend the same.

The agenda for the meeting is:

Agenda 1:

Presentation of the Report of Academic Audits of the various Departments of the University.

Agenda 2:

Discussion on recommendations of IQAC regarding CBCS Regulations.

Agenda 3:

Any other item with the permission of the Chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. All the Directors
4. All the Head of the Depts.
5. Dean (Academics)
6. Dean (R & D)
7. Dean (Students' Welfare)
8. Librarian, Central Library
9. All the members of IQAC

No. GLAU/ IQAC/ Nov18 – 2

Internal Quality Assurance Cell
GLA University, Mathura

Nov 14, 2018

Minutes of II Quarter Meeting of IQAC (Session 2017 – 2018)

The meeting of the IQAC for Second Quarter of Session 2018 – 2019, was held on Sat, Nov 10, 2018 at 02:30 pm in Room no. 306, II Floor, AB-I. The following members were present:

Prof. R. P. Singh	Dr. Manas K. Mishra	Mr. Apoorva Saxena
Prof. Atul Kumar	Dr. Shikha Srivastava	Mr. Hemant S Parihar
Mr. Mukul Chopra	Dr. Anjana Goyal	Mr. Md. Mohsin
Prof Vikas Tripathi	Mr. Paresh C Sau	Prof. Charul Bhatnagar
Mr. R.K Upadhyay	Mr. Ashok K Singh	

At the outset, Chairperson, IQAC, welcomed all the members of the Internal Quality Assurance Cell.

Agenda 1: Presentation of the Report of Academic Audits of the various Departments of the University.

Director, IQAC presented a report on the Academic Audit of the various departments of the University. Criterion wise suggestions received from the members are as follows.

Criterion I: Curricular Aspects

- When planning for a change in syllabus of any course, the need for change should be properly documented. Also, prior to placing the revised / new syllabus before BoS, it should be vetted by Industry Expert(s) / Eminent Academician(s)
- In each programme, more courses having focus on employability/ eentrepreneurship/ skill development should be introduced. In every semester /

trimester some activities should be conducted with direct bearing on Employability/ Entrepreneurship/ Skill development. Proper records to be maintained.

- Courses related to new technologies should be regularly included in all programmes.
- No university curriculum can adequately cover all areas of importance or relevance. Value – added Courses nurture students to develop into industry-ready rofessionals and competent entrepreneurs. These courses are conducted by professionals and industry experts and help students stand apart from the rest in the job market by adding further value to their resume. Departments should arrange more Value Added Courses of 30 Hrs or more for students in their various years of studies. The Attendance Record of students and other records of these courses should be properly maintained.
- Structured feedback for design and review of syllabus should be received from Students, Teachers, Employers, Alumni and Parents. The Feedbacks received should be properly analyzed and necessary actions should be timely taken. All the records including the Action Taken Report should be properly documented and a copy of the same to be sent to IQAC.
- IQAC should analyze the Departmental Feedbacks and suggest for improvents at the University level.

Criterion II: Teaching-Learning and Evaluation

- The Admission Cell has been asked to try to get more student admissions from other States and Counties.
- All the Departments will be asked to
    o Devise a policy to identify Advanced and Slow Learners after admission.
    o Plan special activities for both as part of Orientation Program.
    o Send a copy of their proposal to IQAC.
- In Engineering Programmes, more faculty with PhD should be employed.
- The Departments have been asked to take measures to attract more faculty from other states.
- IQAC to work with the Departments and Curriculum Development Cell to frame Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs)

- IQAC to conduct Online student satisfaction survey regarding teaching learning process in the Even Semester Session 2017 - 2018.

Criterion III: Research, Innovations and Extension

- A certain amount per faculty be fixed as Seed Money. Policy to be formulated for the distribution of the seed money under various heads and range based on cadre.

- Faculty to be encouraged to apply for international fellowship for advanced studies/ research. Policy to be formulated for the financial assistance and other incentives.

- University to provide Funds for In-house projects leading to Ph.D. with appointment of RA/JRF/SRF under the same.

- Departments to identify a Senior Faculty who will coordinate with Placement Cell for interacting with Industry to procure grants for research projects. A report of the Industries Contacted and their responses along with the projects received to be sent to IQAC at the end of each semester / trimester.

- Departments to identify faculty and provide them resources so that they prepare research projects and apply for funding to Government sources. A report of these projects to be sent to IQAC at the end of each semester / trimester.

- Every Department to organize atleast one Workshop / Seminar on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices every year and send details of it to IQAC.

- Departments to identify, analyze the scope, and encourage participations by students and faculty in idea/project based competitions. A list of the events, details of students who participated and outcome of participation to be sent to IQAC at the end of each semester / trimester.

- Departments to encourage and facilitate generation of ideas to be incubated under E-Cell and IEDC. Details to be sent to IQAC at the end of each semester / trimester.

- Every Supervisor to complete at least two Ph.D. is three years which will result in a ratio of approx. 0.8. Supervisors producing 4 Ph.D.'s in five years may be considered for reward.
- Citation Index and H-Index to be prepared and updated by Dean (R & D) to be sent to IQAC at the end of each semester.
- Departments to make conscious efforts to get Consultancy. Details of efforts made and the consultancy obtained to be sent to IQAC at the end of each semester.
- Departments to organize atleast one Corporate Training Program per year in consultation with Academic Success Center. Details to be sent to IQAC.
- Each department has to nominate a faculty member to coordinate students' participation in extension activities with Government Organizations, Non-Government Organizations and Programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. activates and record the student participation.
- Departments to work with Placement Cell for establishing linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. Details to be sent to IQAC at the end of each semester / trimester.
- Departments to conduct activities under MoUs. Details to be sent to IQAC at the end of each semester / trimester.

Criterion V: Student Support and Progression

- Training Cell to organize Guidance for competitive examinations, Career Counselling and Soft skill development. Record of the activities organized and students benefitted to be maintained and a copy of the same to be sent to IQAC at the end of each semester / trimester.
- Departments to arrange for Remedial coaching and Bridge Courses and to send a copy of the records to IQAC at the end of each semester / trimester.
- Personal Counselling Cell to be set up.
- Departments to take help of Alumni Cell in collecting data of student progression to higher education.

- Criterion V DQAC member of Departments to collect records from students who qualify in state/ national/ international level (eg: NET/SLET /GATE /GMAT/CAT/ GRE/ TOEFL/Civil/Services /State government examinations)

Agenda 2: Discussion on recommendations of IQAC regarding CBCS Regulations.

As discussions under Agenda 1 went very long, Agenda 2 could not be taken up.

The meeting ended with a vote of thanks to the Chair.

14|11|18

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. All the Directors
4. All the Head of the Depts.
5. Dean (Academics)
6. Dean (R & D)
7. Dean (Students' Welfare)
8. Librarian, Central Library
9. All the members of IQAC

10. Mr. Lalit, for uploading on the website

Internal Quality Assurance Cell

GLA University, Mathura

May 8, 2019

<u>Notice for Meeting</u>

NIRF data for the Session 2018 – 2019 is to be prepared. In this regard, a meeting is scheduled to be held on Fri, May 10, 2019 at 3:00 pm in Webinar Room, AB-I.

Heads of all the Departments and all IQAC members are requested to attend the meeting.

The agenda for the meeting is:

Agenda 1:

To apprise all the Heads with the Marks that we got under various heads.

Agenda 2:

To review the status of the data we currently have.

Agenda 3:

To formulate strategies for each section so that we perform better.

Agenda 4:

Any other item with the permission of the Chair.

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. Pro Vice Chancellor
4. All the Directors
5. All the Head of Departments.
6. All the members of IQAC

Internal Quality Assurance Cell

GLA University, Mathura

Sept 1, 2018

Minutes of Meeting held on Sept 1, 2018

A meeting was held on Friday, May 10, 2019 at 03:00 p m in Webinar Room, I Floor, AB-I. The following faculty were present:

- Prof. A.S Jalal
- Prof. V.K Deolia
- Prof. Somesh Dhamija
- Prof. Vikas Tripathi
- Prof. Sudhir Goyal
- Dr. Sanjay Maurya
- Prof. Deepak Das
- Prof. B.R.K Gupta
- Prof. Nitin Bhatnagar
- Prof. Meenakshi Bajpai

- Dr. R.P Singh
- Dr. Manas K. Mishra
- Dr. Anjana Goel,
- Dr. Satendra Kumar Yadav
- Dr. Shikha Srivastava
- Mr. Paresh Chand Sau
- Mr. Ramanjaney K Upadhyay,
- Mr. Apoorva Saxena,
- Mr. Hemant Parihar
- Prof. Charul Bhatnagar

The following points were discussed.

[1] To apprise all the Heads with the Marks that we got under various heads in the NIRF.

The Heads were apprised of the score that we had obtained under different Criteria of NIRF.

[2] To review the status of the data we currently have.

The data that IQAC had received from various departments was put in proper format and presented before the Heads to ensure that there was no discrepancy. Data of some of the Departments was corrected.

[3] To formulate strategies for each section so that we perform better.

A lot of suggestions were received from various Heads. IQAC will try to implement them.

1|9|18

Prof. Charul Bhatnagar
Director, IQAC

Copy to:
7. The Hon'ble Chancellor, for kind information
8. The Hon'ble Vice Chancellor, for kind information
9. Pro Vice Chancellor
10. All the Directors
11. All the Head of Departments.
12. All the members of IQAC

No. GLAU/ IQAC/ Aug18 – 1

Internal Quality Assurance Cell

GLA University, Mathura

Aug 29, 2018

Notice for Meeting

The First Quarter Meeting of the IQAC is scheduled to be held on Sat, Sept 1, 2018 at 10:30 a m in Room no. 306, II Floor, AB-I. All IQAC members are requested to make it convenient to attend the same.

The agenda for the meeting is:

Agenda 1:

To discuss and prepare IQAC Calendar for the Session 2018 - 2019.

Agenda 2:

To review the AQAR for the Session 2017 – 2018 before it is sent to NAAC.

Agenda 3:

To discuss about the procedure for conduction of Academic & Administrative Audit for the Session 2018 - 2019.

Agenda 4:

Any other item with the permission of the Chair.

29|08|18

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. Pro Vice Chancellor
4. All the Directors
5. All the Head of Departments.
6. All the members of IQAC

Internal Quality Assurance Cell

GLA University, Mathura

Sept 1, 2018

<u>Minutes of Meeting held on Sept 1, 2018</u>

A meeting was held on Saturday Sept 1, 2018 at 10:30 a m in Room no. 306, II Floor, AB-I. The following faculty were present:

- Mr. Neeraj Agrawal
- Prof. Meenakshi Bajpai
- Dr. R.P Singh
- Dr. Manas K. Mishra
- Dr. Anjana Goel,
- Dr. Satendra Kumar Yadav
- Dr. Shikha Srivastava
- Ms. Sanjana Soni

- Mr. A.K Singh
- Mr. Paresh Chand Sau
- Mr. Ramanjaney K Upadhyay,
- Mr. Apoorva Saxena,
- Mr. Hemant Parihar
- Prof. Charul Bhatnagar

The following points were discussed.

[1] To discuss and prepare IQAC Calendar for the Session 2018 - 2019.

Based on the discussions / suggestions from the IQAC members the IQAC Calendar for Session 2018 – 2019 was finalized. **Annexure I**

[2] To review the AQAR for the Session 2017 – 2018 before it is sent to NAAC.

IQAC members looked at the data and changes will be made in AQAR as per the suggestions received.

[3] To discuss about the procedure for conduction of Academic & Administrative Audit for the Session 2018 - 2019.

Will be taken up in the next meeting.

1/9/18

Prof. Charul Bhatnagar
Director, IQAC

Director IQAC
GLA University, Mathura

IQAC Calendar
Session 2018 - 2019

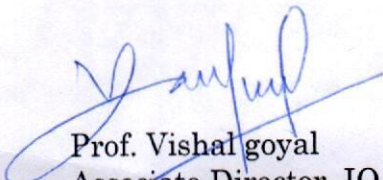| S. no.	Period	Action Proposed
1	Aug-18	• Meeting of IQAC (2018 - 2019)
2	Sep-18	• I Quarter Meeting of IQAC (2018 - 2019) to finalize IQAC Calendar for the current Session • Preparation of External / Internal Academic Audit • Begin preparation of Energy & Environment Audit
3	Oct-18	• Meeting with DQAC members • Audit the correlation between the courses and the Program Outcomes (POs) & Program Specific Outcomes for all the Departments
4	Nov-18	• II Quarter Meeting of IQAC (2018 - 2019) • Auditing of NIRF Data • Workshop
5	Dec-18	• Auditing of Bridge Courses, Remedial Courses, Value-added Courses conducted by Departments in the Odd Semester
6	Jan-19	• National Seminar on Quality Issues • Meeting with DQAC members
7	Feb-19	• Audit of Industry Linkages established by the Faculty members • Workshop on Quality Issues
8	Mar-19	• Auditing of Faculty & Student achievements • Maintenance of Central Repository
9	Apr-19	• III Meeting of IQAC (2018 - 2019) • Collection of data for AQAR 2018 - 2019 • Meeting with DQAC members
10	May-19	• Begin preparation of AQAR 2018 - 2019 • Library Audit
11	Jun-19	• Analysis of Research Publications for the Session 2018 - 2019 • Auditing of Student Placements
12	Jul-19	• IV Meeting of IQAC (2018 - 2019) • Analysis of Feedback of all types from all the stakeholders to begin • Plan development programs for all Faculty & Staff members to be held in Session 2017 - 2018 (in consultation with Director (Academic Staff College)) • Planning for Plantation Drive & Landscaping

Internal Quality Assurance Cell

GLA University, Mathura

Oct. 01, 2020

Notice for Meeting of the Internal Quality Assurance Cell

A Meeting of the Internal Quality Assurance Cell (IQAC) will be held on October 05, 2020 (Monday) at 11:00 A.M. in the Conference Room, AB – I. All the members are requested to kindly make it convenient to attend the same.

Prof. Vishal goyal
Associate Director, IQAC

Copy to:
1) All the members of IQAC

2) Dean (R & D), with request to attend the meeting.

Internal Quality Assurance Cell
GLA University, Mathura

Oct. 06, 2020

Minutes of Meeting of Internal Quality Assurance Cell (IQAC)

The meeting of the **Internal Quality Assurance Cell (IQAC)** was held on Oct 06, 2020 (Monday) at 11:00 A.M. in the Conference Room. The following members were present:

1. Dr. Rohit Agarwal, Dept. of CEA - Member
2. Dr. Utkal Khandelwal – Dept. of Management- Member
3. Prof. Manoj Kumar – Dept. of CEA - Member
4. Dr. Ashish Shukla Department of EC – Member
5. Dr. Anjana Goel, Dept. of Biotechnology – Member
6. Mr. Abhay Chaturvedi, Dept. of EC - Member
7. Dr. Kamal Shah Dept. of Pharmacy – Member
8. Mr. Neeraj Varshney, Dept. of CEA- Core Member
9. Prof. Vishal Goyal, Director IQAC - Member Secretary

Welcome of the Members

At the outset, the Director, IQAC welcomed all the members of Internal Quality Assurance Cell (IQAC).

[1] To review data prepare for NIRF.
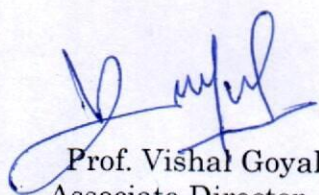Review data prepare for NIRF and ensure arrange of data in desired format.

[2] To review the status of the data we currently have.
The data that IQAC had received from various departments was put in proper format and presented before the Heads to ensure that there was no discrepancy. Data of some of the Departments was corrected.

[3] To formulate strategies for each section so that we perform better.

A lot of suggestions were received from various Heads. IQAC will try to implement them.

The meeting ended with a vote of thanks to the Chair.

Prof. Vishal Goyal
Associate Director, IQAC

Copy to:

1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. The Hon'ble Treasurer, for kind information
4. The Hon'ble Pro-Vice Chancellor
5. The Directors of various Institutes
6. The Registrar
7. Controller of Examination
8. All the Head of the Depts.
9. Dean (Academics)
10. Dean (R & D)
11. Dean (Students' Welfare)
12. Librarian, Central Library
13. All the members of IQAC
14. Department representatives for NAAC work

Internal Quality Assurance Cell
GLA University, Mathura

Dec. 05, 2020

Notice for Meeting of the Internal Quality Assurance Cell

A Meeting of the Internal Quality Assurance Cell (IQAC) will be held on December 10, 2020 (Thursday) at 3:30 P.M. in the Conference Room, AB – I. All the members are requested to kindly make it convenient to attend the same.
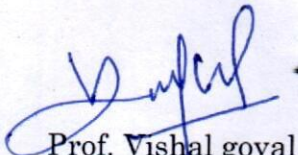
The agenda for the meeting is as follows.

Agenda Item 1: To confirm the minutes of the held on October 10, 2020.

Agenda Item 2: To discuss the progress in NAAC Accreditation preparation and to prepare AQAR.

Agenda Item 3: To discuss the schedule of presentations of departments for preparation of NAAC.

Agenda Item 4: Any other Item with the permission of the Chair.

Prof. Vishal goyal
Director, IQAC

Copy to:
1) All the members of IQAC

2) Dean (R & D), with request to attend the meeting.

Internal Quality Assurance Cell

GLA University, Mathura

Dec 11, 2020

Minutes of Meeting of Internal Quality Assurance Cell (IQAC)

The meeting of the **Internal Quality Assurance Cell (IQAC)** was held on Dec 10, 2020 (Thursday) at 03:30 P.M. in the Conference Room. The following members were present:

1. Dr. Rohit Agarwal, Dept. of CEA - Member

2. Dr. Utkal Khandelwal – Dept. of Management- Member

3. Prof. Manoj Kumar – Dept. of CEA - Member

4. Dr. Ashish Shukla Department of EC – Member

5. Dr. Anjana Goel, Dept. of Biotechnology – Member

6. Mr. Abhay Chaturvedi, Dept. of EC - Member

7. Dr. Kamal Shah Dept. of Pharmacy – Member

8. Mr. Neeraj Varshney, Dept. of CEA- Core Member

9. Prof. Vishal Goyal, Director IQAC - Member Secretary

Welcome of the Members

At the outset, the Director, IQAC welcomed all the members of Internal Quality Assurance

Cell (IQAC).

Agenda Item 1: To confirm the minutes of the IQAC meeting held on October 10, 2020.

The minutes of the meeting of IQAC held on October 10,2020 were circulated. All the
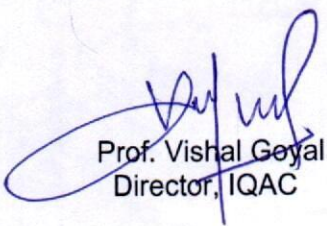
members confirmed the minutes.

Agenda Item 2: To discuss the progress in NAAC Accreditation preparation and to

prepare AQAR.

IQAC members looked at the data and changes will be made in AQAR as per the

suggestions received.

Agenda Item 3: To discuss the schedule of presentations of departments for

preparation of NAAC.

It was decided to prepare a schedule for Departmental Presentations. For smaller departments the presentation should be of about 15 minutes with roughly 30 – 35 slides and for larger departments, of about 20 minutes with roughly 40 – 35 slides.

The meeting ended with a vote of thanks to the Chair.

Prof. Vishal Goyal
Director, IQAC

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. The Hon'ble Treasurer, for kind information
4. The Hon'ble Pro-Vice Chancellor
5. The Directors of various Institutes
6. The Registrar
7. Controller of Examination
8. All the Head of the Depts.
9. Dean (Academics)
10. Dean (R & D)
11. Dean (Students' Welfare)
12. Librarian, Central Library
13. All the members of IQAC
14. Department representatives for NAAC work

Mail

Inbox   18,624
Starred
Snoozed
Important
Sent
Drafts   180
Categories
  Social   1,098
  Updates   4,282
  Forums   4,205
  Promotions   6,503
CEA Department   324
Dr. Alok
IQAC   1
Priority

Chat

Spaces

Meet

Revised::Meeting of IQAC Core members

Director IQAC
to Rohit, Utkal, Manoj, Anjana, Aasheesh, me, kamal.shah, manish.lah, aka

Dear Sirs,

A meeting of all IQAC core members is scheduled today at 5:00 PM

Agenda of the meeting is as follows:-

    1. To finalize the upcoming Audit of various departments of
    2. Planning for the Preparation of SSR for the upcoming NA
    3. All core members are requested to attend the meeting pos

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Prof. Vishal Goyal
Director, IQAC

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17 Km. Stone, NH – 2, Mathura – Delhi Road
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Mathura – 281406
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Internal Quality Assurance Cell

GLA University, Mathura

Oct. 01, 2021

Minutes of Meeting of Internal Quality Assurance Cell (IQAC)

The meeting of the **Internal Quality Assurance Cell (IQAC)** was held on Sep 30, 2021 (Thursday) at 5:00 P.M. in the Office of Director IQAC. The following members were present:

1. Dr. Rohit Agarwal, Dept. of CEA - Member

2. Dr. Utkal Khandelwal – Dept. of Management- Member

3. Prof. Manoj Kumar – Dept. of CEA - Member

4. Dr. Ashish Shukla Department of EC – Member

5. Dr. Anjana Goel, Dept. of Biotechnology – Member

6. Mr. Abhay Chaturvedi, Dept. of EC - Member

7. Dr. Kamal Shah Dept. of Pharmacy – Member

8. Prof. Vishal Goyal, Director IQAC - Member Secretary

Welcome of the Members

At the outset, the Director, IQAC welcomed all the members of Internal Quality Assurance Cell (IQAC).

The following points were discussed:

1. AQAR of sessions 16-17 and 17-18 has to finalized 5th OCTOBER, and 19-20 by 10th Oct. 2021. Last by 14th would lock all.

2. IQAC core members were requested to prepare the template of QnM points of their criteria in ppt. by 7th October as per the format decided in meeting.

3. The prepared ppt of all criteria would be shared by IQAC to HODs.The IQAC would ask the heads to fill the data and return the ppt by 16th October.

4. Regarding audit the departmental documentation would be as per latest NAAC manual and SOP.
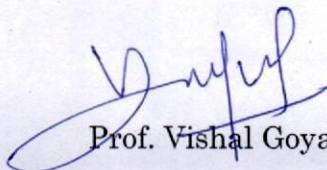
5. It was decided to have meeting with different DQAC members of different criteria with Director IQAC as per the schedule given below:

1st October at 11AM criteria 1 and at 2PM criteria 3.

4th October at 11AM criteria 4 and at 2PM criteria 5.

5th October at 11AM criteria 2 and at 2PM criteria 6 and 7.

The meeting ends with vote of thanks.

Prof. Vishal Goyal

Director, IQAC

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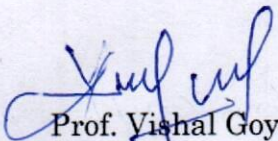14. Department representatives for NAAC work

Internal Quality Assurance Cell

GLA University, Mathura

Jan. 24, 2021

Notice for Meeting of the Internal Quality Assurance Cell

A Meeting of the Internal Quality Assurance Cell (IQAC) will be held on Feb. 02, 2021 (Tuesday) at 11:00 A.M. in the Conference Room, AB – I. All the members are requested to kindly make it convenient to attend the same.

Prof. Vishal Goyal
Director, IQAC

Copy to:
1) All the members of IQAC

2) Head- Department of CEA, IBM and EC

3) Dean (R & D), with request to attend the meeting.

Internal Quality Assurance Cell

GLA University, Mathura

Feb. 02, 2021

Minutes of Meeting of Internal Quality Assurance Cell (IQAC)

The meeting of the **Internal Quality Assurance Cell (IQAC)** was held on feb. 02, 2021 (Tuesday) at 11:00 A.M. in the Conference Room. The following members were present:

1. Prof. Vishal Goyal, Director IQAC
2. Prof. Kamal Sharma Associate Dean-Research
3. Prof. Vikas Tripathi- Head Management
4. Prof. Vinay Deolia- Head EC
5. Dr. Utkal Khandelwal – Dept. of Management- Member
6. Prof. Manoj Kumar – Dept. of CEA - Member
7. Dr. Ashish Shukla Department of EC – Member
8. Dr. Anjana Goel, Dept. of Biotechnology – Member
9. Mr. Abhay Chaturvedi, Dept. of EC - Member
10. Dr. Kamal Shah Dept. of Pharmacy – Member
11. Mr. Neeraj Varshney, Dept. of CEA- Member
12. Dr. Rohit Agarwal, Dept. of CEA - Member

Welcome of the Members

At the outset, the Director, IQAC welcomed all the members of Internal Quality Assurance Cell (IQAC).

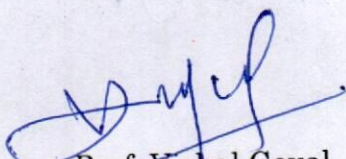**[1] Plan to start new course with industry collaboration.**
Brainstorm to start new course with different specialization. Identified niche areas of specialization as per industry requirement.

[2] Analyze the progress of students during the covid pandemic.
Ensure learning of students during the Covid 19 pandemic. It was decided to communicate heads of various departments to take feedback from students to ensure their learning.

[3] Review on AAA audit.
Analysis of AAA audit comments given by the team audit during the AAA audit. Suggestions were noted.

Prof. Vishal Goyal
Director, IQAC

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Internal Quality Assurance Cell

GLA University, Mathura

Action Taken Report

Date of IQAC Meeting: 2nd Feb. 2021

S.No	Agenda Item	Resolution	Action Taken
1	Agenda Item-1	Plan to start new course with industry collaboration	CEA,EC and management department will start honors program and prepare the structure for the same.
2	Agenda Item-2	Analyze the progress of students during the covid pandemic	All the departments were instruct to take feedback from the students about their learning experience.
3	Agenda Item-3	Review on AAA audit.	Report of AAA audit analyze and advice all the criteria head to improve the data and quality wherever required.

Internal Quality Assurance Cell

GLA University, Mathura

Jan. 7, 2021

Minutes of Meeting of Internal Quality Assurance Cell (IQAC)

The training internal auditor for Academic and Administrative Audit (AAA) of various departments of the university for the session 2019-20 was held on Jan. 5 & 6, 2021 (Tuesday & Wednesday) in the Room no. 302, Academic block 1. The following members were present:
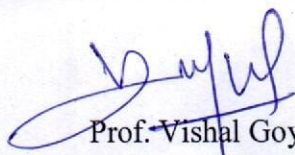
1. Prof. Vishal Goyal, Director IQAC
2. Prof. Manoj Kumar, Dept. of CEA
3. Dr. Utkal Khandelwal – Dept. of Management.
4. Dr. Rohit Agrawal – Dept. of CEA.
5. Dr. Ashish Shukla Department of EC.
6. Dr. Anjana Goel, Dept. of Biotechnology.
7. Mr. Abhay Chaturvedi, Dept. of EC.
8. Dr. Kamal Shah, Dept. of Pharmacy.
9. Mr. Neeraj Varshney, Dept. of CEA.
10. Mr. Abhay Chaturvedi Dept. of EC
11. Dr. Vijay Dwivedi, Dept. of ME
12. Prof. Charul Bhatnagar, Dept. of CEA
13. Dr. Ankit Saxena, Dept. of Management.
14. Dr. Ila Mehrotra, Dept. of Management.
15. Mr. Paresh Chandra, Dept. of EC.
16. Dr. Ashish Sharma, Dept. of CEA.
17. Dr. Shashi Shekhar, Dept. of CEA
18. Prof. Kavita Verma, Dept. of Education
19. Dr. Ramanjaney Upadhyay, Dept. of English.

Welcome of the Members

At the outset, the Director, IQAC welcomed all the members of Internal Quality Assurance Cell (IQAC).

- Director IQAC provide the assessment format to all internal auditor.
- Dr. Rohit Agrawal present detail of criteria 1 and various parameter for grading the indicators of criteria 1.
- Dr. Utkal Khandelwal present the detail of criteria 2 and various parameter for grading the indicator of criteria 2.
- Dr. Manoj Kumar present the detail of criteria 3 and various parameter for grading the indicator of criteria 3.
- Dr. Asheesh Shukla present the detail of criteria 4 and various parameter for grading the indicator of criteria 4.
- Dr. kamal Shah and Mr. Neeraj Varshney present the detail of criteria 5 and various parameter for grading the indicator of criteria 5.
- Dr. Ramanjaney Upadhyay present the detail of criteria 6 & 7 and various parameter for grading the indicator of criteria 6 &7.

The meeting ended with a vote of thanks to the Chair.

Prof. Vishal Goyal
Director, IQAC

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