SHRI GURU RAM RAI UNIVERSITY PATHRI BAGH/PATEL NAGAR, DEHRADUN

MINUTES OF MEETING
OF IQAC WITH NAAC CRITERIA INCHARGE/NAAC SCHOOL COORDINATORS
HELD ON 29th JANUARY 2022 AT 11:00AM

VENUE: SEMINAR ROOM, SGRR UNIVERSITY CAMPUS, PATEL NAGAR, DEHRADUN

SHRI GURU RAM RAI UNIVERSITY

(Estd. by Govt. of Uttarakhand, vide Shri Guru Ram Rain University Act No. 03 of July 2017
Recognized by UGC (u/s 2 (f) of UGC Act 1956)

Patel Nagar/Pathri Bagh campus, Dehradun-248001, Uttarakhand

MINUTES OF MEETING
HELD ON 29 JANUARY 2022AT 11 AM
AT
SEMINAR HALL, PATEL NAGAR CAMPUS, SGRR UNIVERSITY, DEHRADUN

The Meeting was chaired by the Honourable Vice Chancellor. The following were present in the meeting.

1. Prof. (Dr.) U.S. Rawat, Honourable Vice Chancellor - Chairman IQAC
2. Prof. (Dr.) Deepak Sahni, Registrar, Member IQAC
3. Prof. (Dr.) Sanjay Sharma Pokhriyal, Controller of Examination, Member IQAC
4. Prof. (Dr.) Kumud Saklani, Director IQAC
5. Prof. (Dr.) Sarswati Kala, Dean, SHSS, NAAC Criterion 1Incharge, Member IQAC
6. Mrs. Sheeba Phillip, SON, NAAC Criterion 2 Incharge (NAAC School Coordinator, SON), Member IQAC
7. Prof. Amit Verma, SMHS ,Member IQAC, NAAC Criterion 3Incharge(NAAC School Coordinator)
8. Prof. (Dr.) Arun Kumar, Dean Research, Member IQAC & NAAC Criterion 3Incharge
9. Prof. Manoj Gehlot, SPS (Representative, Dean, SPS, Member IQAC)
10. Prof. (Dr.) Kanchan Joshi, DSW, NAAC Criterion 5 Incharge, Member IQAC
11. Prof. (Dr.) Pooja Jain, SMCS, NAAC Criterion 6 Incharge, Member IQAC
12. Prof. (Dr.) R. K. Verma, SMHS, NAAC Criterion 7 Incharge, Member IQAC
13. Dr. Garima Singh, SHS, NAAC Criterion 7 Incharge, Member IQAC
14. Dr. Manira Dhasmana, SMIM&HS, Dean Alumni, Member IQAC
15. Prof. (Dr.) Malvika Kandpal, UAC,), Member IQAC, NAAC School Coordinator (SOE)
16. Dr. Balbir Kaur, School of Education, NAAC School Coordinator (SOE)
17. Mrs. Dineshwori, School of Nursing, NAAC School Coordinator (SON)
18. Prof. (Dr.) Vipul Jain, DeanSMCS,NAAC School Coordinator(SMCS)
19. Dr. Kamla Dhyani, SAS, (Representative Dr. Deepak Som, SAS, Member IQAC)
20. Dr. Soniya Gambhir, SMCS,Member IQAC,NAAC School Coordinator (SMCS)
21. Prof. (Dr.) Rajesh Rayal,School of Basic & Applied Sciences, NAAC School Coordinator (SBAS)
22. Dr. Saurabh Guleri, School of Basic & Applied Sciences,NAAC School Coordinator (SBAS)
23. Dr. Neha Chauhan, School of Paramedical Sciences, NAAC School Coordinator (SPMS)
24. Ms. Divya Chauhan, School of Paramedical Sciences, NAAC School Coordinator (SPMS)
25. Dr. Archana Gahtori, School of Pharmaceutical Sciences, NAAC School Coordinator (SPS)
26. Dr. Anil Saxena, School of Agriculture Sciences, NAAC School Coordinator (SAS)
27. Mr. Harish Sharma, School of CA&IT, NAAC School Coordinator (SCA&IT)
28. Mrs. Archana Kero, School of CA&IT, NAAC School Coordinator (SCA&IT)
29. Dr. Sagarika Dash,SHSS, Member IQAC, NAAC School Coordinator (SHSS)
30. Dr. Manisha Maiduly, SMCS, Training &Placement officer, SGRR University
31. Mr. Jitendra Saxena, Dy HR SMHS, Member IQAC
32. Mr. Mohit Bhatt, IT Head, SGRR University, Member IQAC
33. Mrs. Deepa Rawat, Library I/c, Pathri Bagh Campus (Representative Dr. Amita Saklani Chief Librarian Patel Nagar Campus, Member IQAC)

The following members could not attend the meeting:

1. Prof. (Dr.) Praveen Sharma, School of Nursing, Incharge Criteria-2
2. Dr. Amita Saklani, Library I/c, Patel Nagar Campus

The meeting began with the New Year greetings and a warm welcome by the HonourableVice Chancellor, Prof. (Dr.) U. S. Rawat who informed to all present that the meetinghas been called by IQACoffice to discuss upon important matters related to the NAACpreparation of SGRR University. He further informedthat SGRRUniversity has submitted the proposal to UGC for seeking 12 B

statusand,to consider the proposal, the UGC Expert Committee may be expected to visit the University in the month of Feb/March 2022and all the Schools under SGRR University, especially the School of Medical & Health Sciences, should work hard and in coordination to help University achieve the same.Thereafter, the Chairman invited the Director IQAC, Prof. (Dr.) Kumud Saklani, to discuss the agenda points of the meeting.

Agenda point No. 1:To consider and approve regular meetings of NAAC criteria Incharge at IQAC Office.

Director IQAC read out the names of NAAC Criteria Incharge at SGRR University and also informed to all present that as the University is preparing for NAAC, it is essentially required that the Incharge/Headmeet regularly atleast3 days in a week in IQAC Office, as per their feasibility, so that Criteria wise information/data provided by 10 Schools may be compiled accurately with the help of NAAC School Coordinators. The Chairman, Prof. U. S. Rawat, gave directions that regular meetings of NAAC Criteria Incharge and NAAC School Coordinators may be conducted for better performance towards preparation for NAAC as the University will be eligible to apply for NAAC after six years or after two batches pass out, whichever is earlier.

Resolution: It was resolved by all to approve the agenda item.

Agenda point No. 2: To conduct the Academic and Adminstrative Audit (AAA) of the University

It was informed to all present that NAAC expects HEIs toundertake continuous Academic and Administrative Audits (AAA) for excellence in Higher Education and that the last External Academic Audit of SGRR University was carried out in 2019to which Honourable Vice Chancellorfurther emphasized that,since Academic Auditis important for quality assurance and assessment and therefore, it is mandatory to conduct the same in all Schools of SGRR University and recommended that the Schoolsshould follow theapproved Academic Audit format which was followed in 2019.

Besides this, he informed, the Administrative audit is assessment of policies, strategies and functions of the different departmentsof University such as administration in the office of the Registrar*vis-à-vis* policies, ordinances,rules, financial audit etc.,theExamination system of University under the Controller of Examination and responsibilities and functions therein viz., conduct of all examinations of University, evaluation, displaying examination results, maintenance of all examination records etc., the administration of Schools by the respective Deans as per the procedures/rules/acts/statutes of the University and must be conducted by the Universityas per guidelines issued by NAAC.

Resolution: It was resolved by all to approve the agenda item and necessary steps be taken for implementing the same.

Agenda point No. 3: Documentation update of DSW office

Honourable Vice Chancellor gave directions that the documentation of DSW office should be updated and the information regarding University Student Grievance redressal committee/student council(s) formed should be updated in University website. Prof. (Dr.) Kanchan Joshi, Dean student welfare informed to all present that he will take needful steps in this regard.
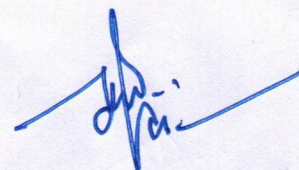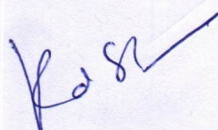
Resolution: It was resolved to take necessary steps towards the same.

Agenda point No. 4: To consider and approve the establishment of registered functional Alumni committee of SGRR University.

Dr. Manira Dhasmana, Dean Alumniinformed to all present that Alumni Committee will be formed from amongst the faculties/staffof SGRR University who are alumni/alumnaeof SGRR organization and that she requires details of staff from all Schools for constituting the same. The Chairman advised that necessary help may be taken from the office of the Registrar for constituting the Committee and for registration and making the same functional. It was proposed by Prof. Amit Verma that membership fee of Rs. 500/- annually and lifetime membership fee of Rs. 2000/- may be kept for the same.

Resolution: It was resolved to approve the agenda item and needful steps be taken towards implementing the same.

Agenda point No. 5: To resolve the matter regarding the purchase of KOHA software and accessory items at Central Library Pathri Bagh Campus

Mrs. Deepa Rawat, Library Incharge at Pathri Bagh campus informed to all present that the matter regarding the purchase and installation of KOHA software and the associated items is still pending, as the vendor has communicated that first the balance amount should be deposited in his account then he will do the needful. In this regard, Prof. U.S. Rawat advised that Prof. Deepak Sahni, Registrar SGRRU should speak to the vendor and convince him accordingly.Mrs. Deepa Rawat received appreciation from all present when she informed that the Central Library of the campus has taken annual subscription of EBSCO Academic Search Elite (e-resource), which is a multidisciplinary database of thousands of journals andthat the e-resource may be utilised by the students, staff and the research scholars of SGRR University.

Resolution: It was noted and agreed by all.

Agenda point No. 6: To update the University website regularly

When enquired by Honourable Vice Chancellorabout the status update on University website, the IT Head Mr. Mohit Bhatt, informed that the same is done by ICT/Website committee regularly as per directions/instructions received from them. It was also agreed by all that names of members in Statutory bodies of Universityviz., Board of Governors, Board of Management, Academic Council, Finance Committee be also updated.

Resolution: It was resolved to make necessary efforts in this regard.

Agenda point No. 7: Documentation update of Placement cell of SGRR University

Dr. Manisha Maiduly, T&PO,informed to all present that since the time she has joined SGRRU, the Placement cell is regularlycalling good companies to SGRR University and till date 64 students have been placed with the highest package of Rs. 6 lakhs.The Chairman suggested that the placement data since 2017 should also be obtained from Schools/University Annual reports and records to be maintained by the Placement Cell of SGRR University.

Resolution: It was noted and agreed by all.

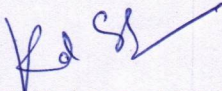### Agenda point No. 8: Documentation update of Research section of SGRR University

The Chairman, Prof. U. S. Rawat, expressed concern that the Research criteriaas per NAAC should be taken seriously by all the faculties and documentation update of patents awarded and major/minor projects sanctioned with relevant details should be done regularly especially the information from School of Medical & Health Sciences, SGRR University.
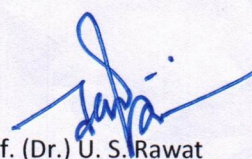
Resolution: It was resolved to make necessary efforts in this regard.

Any other item with the permission of the Chair

The Chairman, Prof. U. S. Rawat informed to all present that work done towards NAAC accreditation of SGRR University should be taken seriously by all Schools of SGRR University. In addition, extension activities/awareness programmes conducted by School of Medical & Health Sciences & School of Agricultural Sciences in villages should be documented properly and report submitted to IQAC office regularly. He also advised that School of Agricultural Sciences should maintain data/records of all activities/extension programmes done by them which shall be essentially required when the School applies foraccreditation process by ICAR.The reconstituted IQAC, SGRR Universitydated 14 Dec 2020 (date mentioned as 19 Dec 2020 in earlier minutes is corrected) was reconstituted on 29 Jan 2022 and the same has been mentioned about the members present on 29 Jan 2022.

There being no other point, the meeting ended with a vote of thanks to the Chair.

Prof. (Dr.) Kumud Saklani
Director IQAC

Prof. (Dr.) U. S. Rawat
Chairman