

MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 03.03.2014 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 3rd March, 2014 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

1. To review the 2nd Cycle NAAC's Assessment and Accreditation of the University.
2. To deliberate upon Possible Action Plan to overcome the weaknesses that are highlighted by Peer Team.

Discussions:

1. Prof. R.K. Mittal, Member Secretary of IIQAC appraised the members present about the 2nd Cycle Accreditation of Guru Gobind Singh Indraprastha University. He informed the members that University got 'A' Grade (CGPA 3.05) which is the highest Grade under the existing system of the NAAC for the next 5 years i.e. upto October 24, 2018.
2. He discussed the strengths, weaknesses, challenges and opportunities for the University as mentioned by the Peer Team in their report which are as under:

A. Strengths

1. Location in Delhi enables the university to make best use of the support services.
2. Good infrastructure and green campus.
3. Resource mobilization significant, resulting in a good corpus.
4. Faculty and staff welfare schemes helped in retention of faculty.

B. Weaknesses

1. Starting of too many programmes at UG / PG level without need assessment.
2. Nearly 30% of the sanctioned posts of teachers are vacant.
3. Library automation is incomplete affecting full use of library resources.
4. Sub-optimal use of NKN connectivity and NPTEL teaching learning resources.

C. Challenges

1. Maintain excellence to acquire academic recognition.
2. Establishing centres of excellence for research.
3. Establishing strong Industry Institute Interaction.
4. Attract students from economically weaker sections and OBC.

D. Opportunities

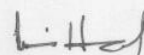
1. Creation of interdisciplinary research opportunity through intra and inter institutional collaborations.
2. Developing functional MOUs for research and faculty exchange.
3. Opening of new Schools in different disciplines like languages, arts, etc., to fulfil the holistic concept of a university.
4. Set up Incubation Centres with the help of Alumni and Industry.
5. Setting up of formal credit transfer system and full-fledged choice based credit system

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3. Members shared their views on 2nd Cycle NAAC Assessment and Accreditation and about the magnitude of the work and preparations which they have undergone to achieve this milestone.
4. Members resolved to work in the same spirit as they worked for the 2nd Cycle Accreditation for the 3rd Cycle Accreditation by NAAC scheduled by the end 2018 to further upgrade the University's NAAC Grade.
5. On account of various observations during the visit of NAAC Peer Team, members decided to undertake following measures to further improve the quality of various systems and processes.
 - a. In order to strengthen effective implementation of Choice Based Credit System at least in all Post Graduate programmes, suitable modifications in curriculum with introduction of elective options and time table synchronization needs to be done. This would further strengthen inter-school mobility of the students promoting inter-disciplinary orientation among the students.
 - b. For the benefit of students and slow learners remedial courses and special programmes such as Personality Development Programmes, CISCO Certification Programme for Computer Proficiency, Oral Communication and Enhancement Workshops, Workshop on effective use of University Information Resource Centre should be promoted.
 - c. In order to make the feedback mechanism useful redrafting of format for Alumni, Students, Faculty, Industry is required to be made.
 - d. As per the recommendations of NAAC Peer Team that visited the University in 2007, measures shall be taken to strengthen the centres and cells.

The members appreciated the full support by the University authorities in the smooth conduct of NAAC visit and thanked Prof. Neena Sinha for extemporary work and dedication she exhibited in the 2nd Cycle Assessment and Accreditation of NAAC.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
**Director, Development
And Member Secretary, IIQAC**

Copy to:

1. All Members of IIQAC
2. PS to Hon'ble Vice Chancellor, GGSIP University – For kind information to the Hon'ble Vice Chancellor.
3. PS to Registrar, GGSIP University – For kind information to the Registrar.

MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 28.07.2014 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 28th July, 2014 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

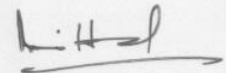
Agenda Items:

1. Making the new campus eco-friendly.
2. Implementation of Career Advancement Scheme.
3. Review of Academic audit conducted for the Affiliated Institutions.
4. Curricular and Extra Curricular activities for holistic development of the students.
5. Constitution of Committees in the light of NAAC's 2nd Cycle recommendations.
6. Capacity building programmes for teaching and non-teaching staff.
7. Discussion on utilization of grant of 12th Five Year Plan under various heads.

Discussion and Decisions:

1. Members deliberated about the Eco-friendly features to be introduced at the Surajmal Vihar. It was decided that the new campus should have features like - Landscaping, Tree Plantation, Regular Cleaning of Campus, Reduction in Plastic Waste, Making University Campus Tobacco Free Zone, etc.
2. The committee was of the view that Career Advancement Scheme for the faculty needs to be taken up immediately on the bases of UGC guidelines.
3. Director Development appraised about the process of Academic Audit conducted for affiliated institutions and was happy to share that the quality of teaching learning has improved in the institution vis-a-vis the previous year.
4. It was resolved that Director Student Welfare should conduct at least one activity in different clubs of Srijan such as Photography / Film Club, Literary Club, Dramatics Club, Music and Dance Club, Publication / Blogging / Magazine Club, Fine Arts Club, Science Club, Nature Club, Adventure Club and Constitutional Club.
5. Staff Development Cell shall undertake various training programmes based on the training need of faculty and staff. Programmes such as workshop on services matter - CCS Conduct rules should be conducted in the University for teaching and non-teaching staff.
6. It was decided that Director Development in consultation with the Deans of the Schools and Administrative Heads would prepare the revised item-wise priority of University School of Studies and other Units and the disbursement of the fund received amounting to Rs.3,10,57,000/- for the current financial year from UGC under General Development Scheme for 12th Five Year Plan Period.
7. Member suggested to spend the amount for the development of infrastructure at the campus and promotion of research related activities among the faculty.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

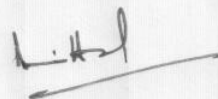
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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 28.07.2014

S. No.	Decision	Action Taken
1.	Eco friendly new campus	UWD department of the university has been requested to communicate the discussions held in the IQAC meeting to the concerned persons for ensuring the eco friendly features of the East Campus of the university.
2.	CAS	All the deans have been asked by the authorities to identify the candidates for promotion under CAS and invite applications from them.
3.	Extra Curricular Activities	University has various students clubs which are meant for the overall development of the students. All clubs are active and have conducted different activities under their banner in the present academic year.
4.	Capacity Building Programs	Staff Development Cell was requested to identify the training needs of faculty and non-teaching staff and conduct the training programs as per the need of the employees. Staff Development Cell of the university has hold a workshop for all the employees of the university on the topic of Salary Fixation.
5.	Utilization of grant of 12 th Five Year Plan	All the schools and departments were informed to use the grant on the different events and accordingly send the proposal for the same.



MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 24.10.2014 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 24th October, 2014 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

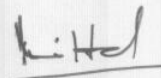
Agenda Items:

1. Appraising the members about NAAC Assessment and Accreditation parameters.
2. To identify the key areas to focus upon, in the light of assessment criteria of NAAC.
3. To discuss the issue of promotion of research in the University.
4. Approval of AQAR 2012-13 and AQAR 2013-14.

Discussion and Decisions:

1. Prof. R.K. Mittal welcomed all the members present and sought their cooperation for 3rd Cycle Assessment and Accreditation of the University.
2. Prof. Mittal appraised the members about the NAAC methodology and shared his practical experience of NAAC visits at different institutions. He also appraised the member about the Seven Point Assessment criteria, namely, (1) Curricular Aspects, (2) Teaching Learning and Evaluation, (3) Research, Innovations and Extension, (4) Infrastructure and Learning Resources, (5) Student Support and Progression, (6) Governance, Leadership and Management and (7) Institutional Values and Best Practices. He further elaborated key aspects of each parameter.
3. Members were of the view that faculty faces many hurdles in pursuing research activities such as funding, computing facility, interaction with experts of the area at national and international level, etc. All were of the view that addressing of these issues shall promote research culture in the campus. They further suggested that some grant from the University to faculty to initiate small research projects and financial help to become members of professional bodies in their respective areas may be provided. Reimbursing the membership fee for professional bodies and financial incentives for research publication will also help the faculty.
4. Members approved the AQAR 2012-13 and 2013-14.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 24.10.2014

S. No.	Decision	Action Taken
1.	Appraising the members about NAAC assessment and accreditation parameters	The seven point assessment criteria and methodology of assessment by NAAC along with the key aspects of each parameter have been communicated through the office of Director Development to all the schools and departments of the university so as to seek relevant suggestions and taking stock of various activities and sensitizing the key persons for being ready for the assessment. The office of director development also requested, different deans and directors to suggest the names of the persons for formulation of various committees for NAAC.
2.	Key areas of NAAC assessment criteria	
3.	Promotion of Research in the University	Director Development has requested all the deans of the schools to organise workshops of research methodologies and create an environment which will promote research in the allied areas. Based on suggestions University School of Management Studies has planned for a workshop on 'Basic Econometrics' from 19 th to 24 th December, 2014.
4.	Approval of AQAR of 2012-13 and 2013-14	The reports were placed and approved by all the members present.

2.4.1

MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 01.12.2014 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 1st December, 2014 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

1. Plan for conduct of Foundation stone laying ceremony at East Delhi campus of University on December 14, 2014.
2. To consider the measures for improving safety of residents in the campus.
3. To consider the revised norms for best researcher award for the year 2015-16.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. The members discussed the events which can be included in the Foundation Laying Ceremony and minute by minute programme for the function at East Delhi campus of University on December 14, 2014 was approved. Director Development was designated as the Nodal Officer for the conduct of Ceremony.
2. It was discussed that the dark areas in the University should be identified and arrangement of lighting and patrolling of the campus at night be arranged.
3. Different parameters for the selection of Best Researcher of the University were discussed and Director(R&C) was entrusted with the responsibility to revise norms for best research award for the year 2015-16.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 06.04.2015 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 6th April, 2015 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

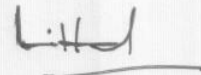
1. Measures for promoting research among newly recruited faculty members
2. Annual research grants to the regular faculty members for promotion of research in University.
3. Initiation of Short Term Research Fellowship (STRF) to regular research fellows.
4. Measures for promoting diversity and social inclusiveness in the campus.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. Matter was discussed and members suggested that newly recruited faculty members should be given seed grant to carry out their research pursuits. They further suggested that other regular faculty members of the university should also be given the grants for minor projects by the university.
2. Members suggested to grant Faculty Research Grant Scheme for faculty members under which faculty will be given grant to carry out projects for one to two year duration. The amount of grant may be, Rs.1,00,000/- to Rs.2,00,000/-
3. Members were of the opinion that to motivate the research scholars Short Term Research Fellowship (STRF) should be started for regular research fellows.
4. Members suggested that University should make efforts for the wider publicity of university and its courses for attracting students from all over the country and different sections of the society. Public Relation Officer of the University in coordination with DSW should carry out these efforts.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC


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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 06.04.2015

S. No.	Decision	Action Taken
1.	Promotion of research among newly recruited faculty members	The competent authority has assured the Director (R&C) that seed grant scheme will be implemented in the university which will help newly appointed faculty members in taking the research initiative. For the pursuit of related goal USMS is organizing its 2 nd Annual Workshop on Data Analytics from 18 th to 22 nd May, 2015 which will be coordinated by Dr. Sanjay Dhingra and Dr. Gagandeep Sharma.
2.	Research grants for the regular faculty members of the university	Suggestions have been sent to all the schools, offices of Hon. VC, PVC and Director Research for implementation of the scheme of faculty research projects for regular faculty members of the university. Director, Research was suggested to frame the policy for research grant to the regular faculty members.
3.	Short Term Research Fellowship (SRTF) for regular research fellows	The broad scheme for the fellowship will be implemented from the coming academic year.
4.	Promoting diversity and social inclusiveness in the university	Director Student welfare and different Schools of Universities have organised different cultural and literary events through different social clubs and committees to give an impetus to the issue.



MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 24.08.2015 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 24th August 2015 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

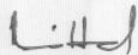
1. To discuss the themes of conference and seminars to be organized during the academic year, 2015-16.
2. New activities under the aegis of Staff Development Cell.
3. Issue of CAS promotion of faculty.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. Members suggested to invite topics from the Schools on the relevant themes for conduct of conference and seminars during the academic year, 2015-16 under the aegis of office of Director Development. Member stressed upon organizing such activities in all Schools, with more and more involvement of students and faculty. It was also stressed that efforts should be made for getting funds from industry, councils and other Govt./Non-Government agencies for conduct of such activities.
2. It was resolved that all the faculty members should be asked to identify their training needs. Administrative Branch heads should also identify the training needs of officers and staff. It was decided that a workshop on Protection of Women from Sexual Harassment at Work Place for faculty, officers and staff should be organized by Staff Development Cell. Based on the feedback from and Administrative Branches of the University more training programmes shall be planned by SDC.
3. IQAC was informed about the Career Advancement Scheme (CAS) and the progress so far. It was informed that every year applications shall be invited for consideration of promotion in the month of July and December from the eligible candidates.
4. AQAR 2014-15 was approved by members.

The meeting ended with vote of thanks to the Chair.


(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 24.08.2015

S. No.	Decision	Action Taken
1.	Themes of seminars and conferences under the aegis of office of Director Development	All the schools of the university have been asked to propose the topics for organisation of national conference/seminars under the aegis of Office of Director Development. Accordingly, Prof. R.K. Mittal (Convener) along with Dr. Sanjay Dhingra and Dr. Ashish Kumar have submitted a plan to organise a National Conference on 25 Years of Globalisation and its Impact on India in the coming months.
2.	New activities under the aegis of Staff Development Cell	Staff development cell of the university is exploring the training needs of the employees of the administrative branch of the university. The steps for organizing a workshop on Protection of Women from Sexual Harassment at Workplace have been initiated by the Staff Development Cell of the university.
3.	Issue of CAS promotion for faculty	Every year CAS applications shall be invited in the months of July and December from the eligible faculty members for promotion
4.	Approval of AQAR of 2014-15	AQAR of 2014-15 has been approved by the members present.



MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 16.11.2015 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 16th November, 2015 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

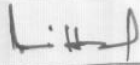
1. To consider the organization of workshop/seminars/conferences/guest lectures on contemporary themes in various Schools of the University.
2. To discuss on participation for NIRF Ranking for the coming year.
3. To strengthen the students' activities under the banner of "SRIJAN" – which is an initiative of students.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. The members discussed on the organization of the workshops, seminars and conferences on contemporary themes in the schools of the University. The members suggested that the different schools may be requested to consider the conduct of workshop/seminar/conferences on contemporary themes like data analytics, health issues, environment protection, etc. in their respective schools.
2. The discussion was held about different parameters of evaluation of NIRF ranking and suggestions were invited for doing timely and efficient preparation for ranking participation by the university and the schools of the university.
3. It was informed that different clubs under the banner of SRIJAN had completed the process of selection of faculty advisor and office bearers and a series of activities are planned. Publication club was entrusted with the responsibility to publish VIBE the Newsletter covering the forthcoming Anugoonj Festival to be held in the month of February, 2016.

The meeting ended with vote of thanks to the Chair.


(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 16.11.2015

S. No.	Decision	Action Taken
1.	Organisation of Workshop/Seminars/Conferences/Guest Lectures on the Contemporary themes	Dr. Gagandeep Sharma and Dr. Ashish Kumar along with Dr. Deepti Prakash and Dr. Shilpa Jain from USMS have submitted proposals for organizing a one week and a 2 weeks workshop on Research Methodology and Data Analysis in the months of May and December 2016. USEM will organize a workshop on Emerging Strategies for Environment Protection on 18.02.2016. USBT has organized a guest lecture of Dr. Allen M. Weissman on 20 th January 2016 on the theme 'Preventing Cancer'. USCT plans to organize guest lectures on Use of Probiotic in Health in the month of March.
2.	Participation for NIRF ranking for the coming year	Prof. R.K. Mittal, Director Development has apprised all the departments about the parameters of NIRF and committees to collect data from various Schools/Branches on respective parameters have also been constituted.
3.	Strengthen the students' activities under the banner of 'SRIJAN'	Srijan is an initiative of the students which organises cultural and literary activities under various clubs. This year too they have proposed to organise many cultural and literary activities and fests under its clubs.



MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 18.02.2016 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 18th February, 2016 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

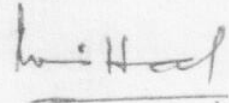
1. To discuss the mechanism for the wider publicity, promotion of university's strengths to all stakeholders' especially potential research scholars and students.
2. To decide the mechanism of strengthening the credibility of teaching, learning, evaluation, examination procedures in affiliated colleges.
3. Issue of "Plagiarism or similar Content" and measures to sensitize faculty and research scholars about the same.
4. Measures to attract better quality foreign students for admission in to the University and to secure recognition at the global level.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. The members recommended that Public Relation Office should put more efforts for the purpose for the wider publicity, timely promotion of university's academic and research strengths to all stakeholders' especially potential scholars and students. It was decided that Director (Development) should publish a profile detailing the Academic Programmes, Faculty Profile, Research progress and Best Practices followed in the University for wider circulation.
2. The members unanimously adopted the resolution that existing academic audit should be strengthen for all the affiliated institutions for which the parameters of evaluation should be reviewed from time to time and should be more quantitative rather than qualitative.
3. It was decided that UIRC will make arrangement for the procurement of the Plagiarism software and shall ensure the smooth access of it to the research scholars and faculty.
4. The office of Director, International Affairs was requested to do the needful in this regard. Members suggested that while admitting the foreign students English Proficiency Test along with other qualifications should be made compulsory for admission into University teaching programmes.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 18.02.2016

S. No.	Decision	Action Taken
1.	Promotion of University's Strengths	Public relation office of the university has been directed to put more efforts for the wider publicity and promotion of university's academic and research strengths to all stakeholders. Accordingly it has been decided to prepare a profile of the University for wider circulation.
2.	Strengthening the credibility of teaching, learning, evaluation and examination procedure in the affiliated colleges	The academic branch of the university has been requested to strengthen all these parameters forming part of the academic audit of the affiliated institutions. Academic branch has decided to make the parameters of academic audit more transparent and quantitative.
3.	Sensitize Faculty and Research Scholars about Plagiarism	UIRC (Library) of the university has procured the plagiarism software Turn-It-In and this facility is available free of cost to all students, research scholars and faculty members of the university. All the schools of the university have also sensitized their respective faculty members and research scholars about the ill effects of plagiarism to promote the environment of ethical research.
4.	Attract Better Quality of Foreign Students	The office of International affairs has decided that English Proficiency Test (Tofel) shall be compulsory for the foreign students taking admission in GGSIP University and interview process of selection shall also be made more rigorous.



MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 05.08.2016 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 5th August, 2016 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

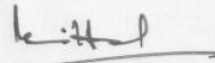
1. To formulate the guidelines for Faculty Achievement Award
2. To strengthen the physical infrastructural facilities
3. To take the measures for strengthening the training and placement cell of the University.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. It was decided that University should institute "Faculty Achievement Award" to be conferred annually on distinguished faculty to recognize and reward there exemplary performance on the following parameters:
 - i. Teachings Contributions
 - ii. Students' feedback
 - iii. Research contribution:
 - (a) Publications
 - (b) Research supervision
 - (c) Extramural grants
 - (d) Participation in national/international conference
 - iv. National/International awards/honours received
2. Considering the fact that university functions have expanded over the years, the members recommended that infrastructural facilities at the university should be enhanced which will facilitate the initiation of more number of programmes and increase the intake for the present programmes. Members suggested that the progress of construction at East campus, Surajmal Vihar and Phase-II at Dwarka campus should be monitored regularly, for its timely completion.
3. Members suggested that students should be motivated to actively involve in training and placements activities of different schools. Schools should conduct training programmes to prepare students for group discussion, interviews and aptitude test which will better prepare the students for placements.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

Copy to:

1. All Members of IIQAC
2. PS to Hon'ble Vice Chancellor, GGSIP University – For kind information to the Hon'ble Vice Chancellor.
3. PS to Registrar, GGSIP University – For kind information to the Registrar.

ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 05.08.2016

S. No.	Decision	Action Taken
1.	Formulation of Guidelines for Faculty Achievement Award	Director (R&C) has issued the fresh guidelines for the grant of Best Faculty Award using various performance parameters.
2.	Strengthening the physical infrastructure facilities	UWD department has assured the regular monitoring of progress of construction of East Campus of the university and initiate the process of Phase II at the present campus. Existing infrastructure is also maintained well.
3.	Strengthening of Training and Placement Cell	Students have been encouraged to participate in the activities of Training and Placement Cells in all the schools of the university. Schools have also arranged for different workshops, guest lectures of industry experts and mock interviews for the students to make them industry ready.

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MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 03.11.2016 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 3rd November, 2016 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

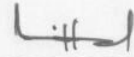
1. Introduction of new courses/curricular revision in alignment with choice based credit system.
2. Automation of offices and branches for smooth and timely execution of tasks
3. Strengthening Alumni Institute Interaction
4. Participation for NIRF Ranking for the year 2017

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. It was suggested that new courses should be introduced or revised in light of choice based credit system in all the schools. The member decided that the Deans of respective Schools may be requested to initiate this exercise in their school, keeping in view the requirement of the industry and the recommendations of higher education agencies. Periodic curriculum review should take place in all the schools.
2. The members discussed that for timely and smooth execution of the academic administration it is necessary to automate the functions of different branches and Schools of Studies. Members were informed about the status of automation of examination division.
3. The members recommended that all schools should organise regular Alumni Meet to explore avenues for Alumni Support in placement summer internship, mentoring and curricular review.
4. It was decided that University shall participate in NIRF Ranking. Deliberation were made on the different parameters of the NIRF ranking. It was decided that SWOT analysis should be undertaken by the University.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 03.11.2016

S. No.	Decision	Action Taken
1.	Introduction of new courses/curricular revision in alignment with CBCS	Various Schools of the university have aligned their syllabus as per CBCS which shall be implemented from the next academic year.
2.	Automation of Offices and Branches	All offices have been asked to provide their requirements for automation of different activities. For this purpose university is contemplating to implement a comprehensive ERP system.
3.	Strengthening the Alumni Interaction	Schools have been asked to organise regular alumni meet, arrange for election of alumni for formation of their governing council and also take their feedback with regard to different facility being provided by the university at the time of alumni meet
4.	Participation for NIRF Ranking for the year 2017	Different committees are formed for the purpose of participation in NIRF 2017.

L. H. H.

MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 17.01.2017 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 17th January, 2017 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

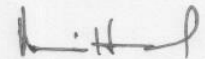
1. To devise the process of dissemination of all relevant information to all stakeholders for sensitizing them on the various activities held in the University.
2. To review the progress of new buildings and other required physical infrastructure of School of Design and Architecture.
3. Promote and encourage faculty and research students to publish their papers in reputed journals.
4. To explore the possibilities of starting new programmes in the emerging frontiers of science, technology, environment, law, management and humanities.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. The members discussed the matter and suggested that university should use the measures like advertisements, public relations, meetings with alumni and other stakeholder as a platform for disseminating the pertinent information about the activities of the University to the stakeholders.
2. The matter was discussed and it was decided that emphasis should be placed on timely initiation of the activities of construction at Surajmal Vihar campus after due deliberation and pertinent approvals.
3. The faculty members should be sensitized and motivated to publish quality research papers in reputed international journals. It was informed that University has the provision to pay for the publication fee for one paper published in refereed Journals for each faculty member. It is expected that the measure will encourage faculty to publish in good Journals.
4. In the light of the changes taking place in the external environment the members recommended that new courses and programmes should be started which will fulfil the requirement of the Industry.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 17.01.2017

S. No.	Decision	Action Taken
1.	Dissemination of developments in the university among the stakeholders	Alumni Meets being organised at the university schools are being used as a platform for sharing the developments happening in the university so as to seek the feedback of the stakeholders. The website of the University is being strengthened for dissemination of developments among stakeholders.
2.	Infrastructure development of School of Design and Architecture	UWD department of the university has been directed to take action for timely initiation and subsequent completion of the construction activities at the East Campus being developed for the School of Architecture and Design of the university
3.	Promote and encourage faculty and research students to publish their papers in reputed journals.	The University is paying publication fee for one paper published in refereed journals to each faculty members. Using this facility, faculty members are able to publish the papers in good quality journals.
4.	Explore the possibility of starting new programmes	All schools of the university have started exploring the possibility of starting pertinent, contemporary and job oriented programmes. USMS is in the process of curriculum review of its academic programmes.

L. H. P.

MINUTES OF THE INDRAPRSTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 10th April, 2017 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRSTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 10th April, 2017 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

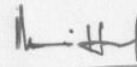
1. Quality enhancement and sustenance measures related to Doctoral Research Programme.
2. Monetary and non-monetary benefits to teachers for encouraging publications in quality journals.
3. Community development programmes that can be undertaken which will expose the students to various problems faced by society.
4. Discuss the strengthening of collaborative academic and research programmes with national and international institutions and industries.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. Members were informed about the changes in University Grants Commission (Minimum Standards and Procedure for Award of M.PHIL./PH.D Degrees) Regulations, 2016. It was decided that new Ph.D. Ordinance to be changed in line with UGC guidelines.
2. The matter was discussed and it was decided that faculty members should be given monetary and non-monetary benefits along with recognition of work for publication of their research in good quality and indexed journals in their related field. It was also decided that Deans' of the respective Schools should encourage their faculty to undertake research projects with the funding through various external agencies.
3. The members suggested that camps of the students should be organised where they should be sensitized about the problems of the society. Faculty coordinators of Enactus should take the initiative for this.
4. With respect of to the collaborative academic and research programmes with national and international institutions and industries, the members advised that possibilities of collaboration should be explored through Director, Indraprastha University Industry Interaction Cell.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 10.04.2017

S. No.	Decision	Action Taken
1.	Quality enhancement and sustenance measures related to Doctoral Research Programme.	University has approved the changes in Ph.D ordinance in line with UGC Regulations, 2016 for the award of M.Phil./Ph.D. degrees
2.	Providing monetary and non-monetary gains to the faculty members for publication of research work in good quality journals	University shall provide the publication fee for publication of one research paper in the quality journals along with grant to attend one international conference and two national conferences every year.
3.	To organise students camps for community development programs	The Director-Development is requested to organize camps for community development programs through ENACUS.
4.	Strengthening of collaborative academic and research programmes with national and international institutions and industries	Director International Affairs along with Deans of respective schools have propagated different schemes of the state and university (pertaining to academic and research ties with other academic institutions and industries) among the research scholars, faculty members and other students of the university. Fresh MOUs have also been signed with the foreign and national universities for faculty and student exchange programmes.

L. H. 21

MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 09.08.2017 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 9th August, 2017 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

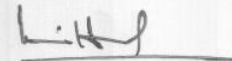
1. Discussion about additions in students' amenities and facilities and encouraging students to be involved in NSS and other social and community activities.
2. To discuss the measures to improve the overall research-based H-Index of the university.
3. To work out the mechanism for ensuring timely, efficient and periodic-progressive performance of academic, administrative, research and extension activities on regular basis.
4. To discuss on the parameters for Academic Audit of Affiliated Institution and in campus Schools of the University.

Discussion and Decisions:

Prof. R.K. Mittal welcomed all the members present.

1. The members were of the opinion that NSS units should be established in the university and its affiliated institutes and community development and social welfare activities and programmes should be carried out under the aegis of NSS. Director, Student Welfare was requested to suggest the subsequent course of action for establishment of the NSS in the university.
2. The members were of the opinion that the H-index of the university carries a significant weight in the assessment of the university by different rating agencies. Therefore, faculty members and research scholars should be motivated to write and publish research papers in indexed journals and research friendly atmosphere should be created in the university. Members were of the opinion that preference should be given to full time scholars as compared to part time scholars for Ph.D.
3. To achieve this the members suggested that all teachers of the university alongwith non-teaching members should be motivated to think out of the box and do their utmost for achieving excellence in all their activities be it teaching, research, providing of quality infrastructure and establishing examination reforms. For this they solicit the cooperation of all the employees of the university.
4. The members discussed about the various parameters of assessment for the affiliated institutions. They were of the opinion that assessment or audit should be made on those parameters which will further be helpful during NAAC and other similar assessment.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 19.12.2017 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 19th December, 2017 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

Agenda Items:

1. Measures to be taken for participating in NAAC Assessment for 3rd Cycle accreditation of University.
2. To develop the programme of activities for strengthening NSS Units in University Schools of Studies.
3. To strengthen the University - Alumni linkages.
4. Implementation of Merit-cum-Means Linked Financial Assistance Scheme for Pursuing Higher Education.
5. Strengthening of e-resources in the library (UIRC).
6. Introduction of new courses (Electives) in the field of entrepreneurship.

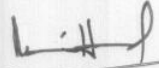
Discussion and Decisions:

1. Members were informed about the preparation of 3rd cycle accreditation by NAAC. It was decided that a committee shall be appointed to coordinate the activities for the same under the chairmanship of Director-Development.
2. Members were appraised about the series of activities under NSS that includes Enrolment & preparation for Swachh Bharat Abhiyan Internship Scheme (Summer Internship) by MHRD, Yoga Day celebration on June 21, 2018, Youth National Festival 2019.
3. It was informed that USICT and USMS will conduct the Alumni Meet in the month of January 2018. Members from the other schools also committed to hold the Alumni Meet in the near future.
4. The members were appraised about the scheme of Merit-cum-Means Linked Financial Assistance Scheme for students pursuing higher education. It was informed that the objective of the Scheme is to extend financial assistance to the meritorious and needy students pursuing higher education in NCT of Delhi. Under this Scheme the Delhi Higher Education Trust through Directorate of Higher Education (DHE), GNCTD will fully or partially reimburse the tuition fee paid by the students. The extent of reimbursement will be (i) 100% tuition fee of the meritorious students belonging to economically weaker section i.e. wards of parent(s) who are beneficiaries and possess relevant card issued under the National Food Security Scheme (ii) 50% of the tuition fee to meritorious students having annual family income up to Rs.2.50 Lakh and not covered under the National Food Security Scheme (iii) 25% reimbursement of tuition fee to meritorious students having annual income above Rs.2.50 Lakh but below Rs.6 Lakh.
5. UIRC has informed that the requisitions received from schools for books are going down. There appears to be a shift among the student community from reading books in hard copy to e books, hence more focus is to be laid on augmenting the e-resources of the University. Deans of the Schools shall take the necessary steps in this direction.

Contd.....2/-.

6. Several members stressed on the need to create conducive eco-system for entrepreneurship and the University School of Biotechnology offered to introduce elective courses related to entrepreneurship in the M.Tech.(Biotechnology). University School of Management Studies would provide the curriculum for the same.

The meeting ended with vote of thanks to the Chair.



(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 19.12.2017

S. No.	Decision	Action Taken
1.	Preparation for NAAC assessment for 3 rd cycle of accreditation of university	Committees to work on different parameters of the NAAC have been formulated. All schools have also been asked to create such committees at school level also to coordinate with the central committee for NAAC.
2.	Activities for strengthening NSS	NSS unit of the university has initiated several activities such as Swachh University, Yoga Day celebrations, Health camps and Yoga camps for students and employees of the university.
3.	Strengthening of University-Alumni linkages	Regular Alumni meets are being organised by different schools, Schools have also started inviting Alumni for guest lectures, seminars and conferences etc. Support of the Alumni for the placements of the students is vital and training and placement cells of the schools are using university-alumni linkage as an important tool for strengthening of placement of students.
4.	Implementation of Merit-cum-Means linked financial assistance scheme for pursuing higher education	Merit-cum-Means linked financial assistance scheme has been implemented for the students of university schools and affiliated institutions.
5.	Strengthening of E-resources	UIRC has asked all the departments to submit the proposals for buying online books and subscribing online journals for the benefit of faculty members and students of the university.
6.	New courses (Electives) in the field of entrepreneurship	University School of Biotechnology will introduce a course on entrepreneurship from next academic session. The syllabus for the same has been designed.



MINUTES OF THE INDRAPRASTHA INTERNAL QUALITY ASSURANCE CELL (IIQAC)
HELD ON 21.02.2018 AT 3.00 P.M.
IN CONFERENCE ROOM, VICE CHANCELLOR SECRETARIAT
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI-78

A meeting of the Indraprastha Internal Quality Assurance Cell was held on 21st February, 2018 at 3.00 p.m. in Conference Room, Vice Chancellor's Secretariat, Guru Gobind Singh Indraprastha University, New Delhi.

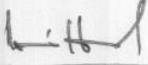
Agenda Items:

1. Curricular changes in the Ph.D course work of University Schools of Studies.
2. Deliberation about Faculty Research Grant Scheme for the year 2018-19.
3. Review of progress with respect to NAAC Assessment (Self Study Report and DVV).
4. Strengthening of Student Counselling and Guidance Cell.
5. Information about University participation in RUSA.
6. Preparation of a compendium of Research Publications of Faculty.

Discussion and Decisions:

1. It was decided that the scheme and curriculum of Ph.D. programmes of all the schools shall have a course on research methodology. Other courses can be customized keeping in view the research interest of the scholars.
2. It was informed that Directorate of Research and Consultancy shall announce the guidelines for the Faculty Research Grant Scheme for the year 2018-19. All the faculty members who availed the grant in the year 2017-18 shall submit the utilization certificate to DRC
3. Members were informed about the plan of action for preparation of Self Study Report and DVV. Prof. R.K. Mittal sought cooperation of all the schools and administrative units.
4. It was informed that Dr. Maneesh Gupta, Psychiatrist and Dr. M.N. Lal Mathur, Psychologist shall visits the University Dispensary once every week. It was emphasized that schools should communicate the information to students about the same. Chief Warden and Wardens of Girls and Boys Hostels in case of need may motivate the students to consult the doctors.
5. As per the communication from Directorate of Higher Education University shall submit the revised Institutional Development Plan (IDP) for consideration of RUSA.
6. It was decided that Director, Research and Consultancy shall prepare of compendium of Research Publication of the faculty that shall include the abstract of the papers published in journals along with references using the APA format.

The meeting ended with vote of thanks to the Chair.


(Prof. R.K. Mittal)
Director, Development
And Member Secretary, IIQAC

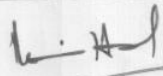
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ACTION TAKEN REPORT BASED ON IQAC MEETINGS

Meeting 21.02.2018

S. No.	Decision	Action Taken
1.	Ph.D. Course Work curricular changes	Changes have been made in the research methodology programme of course works of Ph.D. in different schools wherein one course shall be on Research Methodology and other courses shall be customized as per the requirement.
2.	FRGS for the year 2018-19	Director Research and Consultancy has formed the guidelines for the FRGS and proposals have been invited from the faculty members in this regard.
3.	Review of NAAC process	Professor/Head, chairing the team looking after the NAAC process has convened the meeting of NAAC core committee and NAAC representatives of different schools to assess the progress of the same.
4.	Counseling and guidance of students	As decided in the meeting arrangements have been made and as per it One Psychiatrist and One Psychologist shall visit the university dispensary once every week. The communication with regard to it has been sent to all the stakeholders for its wider publicity.
5.	Participation in RUSA	University has submitted the revised Institutional Development Plan (IDP) as per guidelines of Directorate, Higher Education for consideration under the RUSA.
6.	Preparation of compendium of research publications of faculty members	Director (R&C) has been assigned the responsibility for the preparation of same and as per information available they have started the process and have invited abstracts for the pertaining period from all the faculty members.


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