



# NOIDA INTERNATIONAL UNIVERSITY

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Minutes of Meeting

Ref: NIU/IQAC/CCM/2019/02

Date: 30.12.2019

### 2<sup>nd</sup> MINUTES OF THE MEETING OF THE IQAC CORE COMMITTEE, HELD ON 27.12.2019 AT CHANCELLOR'S CONFERENCE ROOM, 01:00 PM

The meeting of the IQAC core committee was held on 27.12.2019 at 01:00 pm.

The following members attended the meeting:

1.	Prof. (Dr.) Jayanand	Hon'ble Vice-Chancellor (I/c)	Chairperson
2.	Ms Deepali Jain ✓	VP-Finance	Member
3	Dr. Alok Jain	Controller of Examination	Member
4	Dr. Prabhat Kumar	Academic Coordinator & HR Head	Member
5	Dr. N H Simon ✓	Director -SON&H	Member
6	Dr. Shanmugnathan A ✓	Associate Professor-ME	Member
7	Dr. Geetha Bhavani	HOD-Chemistry	Member
8	Dr. Aparna Srivastava	HOD-SLA	Member
9	Dr. B K Das	Coordinator-IQAC	Member Secretary

The leave of absentia was granted to Mr Abhishek Dwivedi and Mr Dheeraj Gupta.

The Agenda of the meeting as follows:

- Item No 1 - To confirm the minutes of last meeting and ATR of IQAC.
- Item No 2 - Discussion on constitution of Internal Audit Committee & their duties and responsibilities.
- Item No 3 - Feedback Policy and online/offline forms for all stakeholders.
- Item No 4 - Approval of lists of NPTEL/MOOCs courses.
- Item No 5 - Discussion on schedule of the classes.
- Item No 6 - Discussion on constitution of role & responsibility for BOS.

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- **Item No 7 - Discussion on format for COs, POs and PSOs and calculation process of attainment points.**

Initiating the discussion the chairperson welcomed all the members to the meeting of the IQAC core committee and thereafter requested the coordinator IQAC to present the agenda items for deliberation of the IQAC core committee.

- **To confirm the minutes of last meeting and ATR of IQAC.**

The minutes of last meeting of IQAC were circulated and discussed during meeting and action taken report discussed. It was advised that actions under process/still to be initiated are to be taken care and to be addressed during next meeting along with detailed action taken report.

- **Discussion on constitution of Internal Audit Committee & their duties and responsibilities.**

The chairperson constituted a committee to resolve the UGC/AICTE compliances named Internal Audit Committee and assigned their task to complete within the time frame.

- **Feedback Policy and online/offline forms for all stakeholders.**

It has been suggested that the IQAC to be prepared feedback mechanism policy as per the guideline laid-down by the NAAC from all stakeholders online and offline mode.

- **Approval of lists of NPTEL/MOOCs courses.**

It has been suggested that all schools and departments to encourage the students to enroll in the NPTEL/MOOCs courses to earned the credits.

- **Discussion on schedule of the classes.**

It has been suggested that IQAC will share the standard format of Time Table to each and every department of the University.

- **Discussion on constitution of role & responsibility for BOS.**

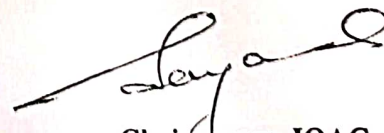
It has been suggested that IQAC will share the BOS composition function and notification to all departments.

- **Discussion on format for COs, POs and PSOs and calculation process of attainment points.**

It has been suggested that IQAC will shared the format of the COs, POs, and PSOs to all department and syllabus to be drafted accordingly.

Apart from the discussion, some valuable suggestions related to academics as well as for extra-curricular activities were received. The Chairperson and members secretary extended their sincere thanks to all the members for their active participation in the meeting. The meeting concluded at 3 pm.

  
Coordinator, IQAC

  
Chairperson, IQAC







