



NOIDA INTERNATIONAL UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting

Ref: NIU/IQAC/CCM/2020/02

Date: 16.09.2020

4th MINUTES OF THE MEETING OF THE IQAC CORE COMMITTEE, HELD ON 15.09.2020 AT CHANCELLOR'S CONFERENCE ROOM, 01:00 PM

The meeting of the IQAC core committee was held on 15.09.2020 at 01:00 pm.

The following members attended the meeting:

1.	Prof. (Dr.) Jayanand	Hon'ble Vice-Chancellor	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. Shiv Kumar ✓	Head-SBM	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 NIU-Organization Chart preparation.
- Item No 3 - Discussion on E-content drafting and evaluation committee.
- Item No 4- Discussion on academic and administrative department standard of operating procedure.

1 |

[Signatures of Prof. (Dr.) Jayanand, Ms Deepali Jain, Dr. Alok Jain, Dr. Prabhat Kumar, Dr. N H Simon, Dr. Shiv Kumar, Dr. Geetha Bhavani, Dr. Aparna Srivastava, and Dr. B K Das]

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 organization chart preparation.**

The University organization chart to be prepared by the IQAC and shared to the hon'ble Chairman to get the approval.

- **Discussion on E-content drafting and evaluation committee.**


It has been suggested that the E-content drafting evaluation committee to be constituted for the development of the E-content for the LMS of the University.

- **Discussion on academic and administrative department standard of operating procedure.**

It was discussed that the manual (Standard Operating Procedure) shared to all academic and administrative department to established the quality culture in the University.

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 2:30 pm.


Coordinator, IQAC


Chairperson, IQAC







