The ICFAI University, Dehradun

Minutes of the IQAC meeting held on Monday, 30th June, 2020 at 3:15 P.M in IQAC Conference Room No. B-101; IUD, Dehradun

Members Present:

1. **Maj. Dr.** V. N. Saxena   IUD IQAC Coordinator
2. Dr. Tapan Mandal   IUD Research Coordinator
3. Dr. Rashmi Chaudhary   IBS
4. Dr. Gaurav Bhandari   ITS
5. Dr. Neeraj Aswal   ILS
6. Ms. Atulya Verma   IED.S
7. Mr. Kaushal Pandey   ILS
8. Mrs. Rupa Shrotriya   ITS
9. Mr. Shubodh Uniyal   ILS
10. Mr. Sanjay Singh Panwar   IBS
11. Mr. Vijay Lal Puri   ITS
12. Mr. Gautam Singh Akrolia   IQAC

Agenda:

1. **Congratulating the IQAC Cell Members of all Schools of IUD.**
2. **Course of Action to be taken by IQAC Cell of each School.**
3. **Names of School IQAC Coordinators and supporting staff for Academic Year 2020-21.**

1. **Congratulating the IQAC Cell Members of all Schools of IUD.**

The IQAC Coordinator, Maj. (Dr.) V.N Saxena congratulated IQAC coordinators and supporting staff members of School's IQAC Cells of IUD for their hard work and making it possible for The ICFAI University, Dehradun to secure 44[III] rank, awarded by The World's Universities vs with Real Impact (WURI): Ranking 2020. He expressed that the School wise IQAC Cells have been of great help in documentation and timely reporting of the School's academic and non-academic events. This in turn would help in the annual AQAR reports and NAAC's second Cycle. He advised all the Coordinator's and supporting staff members to work towards achieving quality improvement AA with dedication.

2. **Course of Action to be taken by IQAC Cell of each School**

The IQAC Coordinator, Maj. (Dr.) V.N Saxena, informed all School Coordinators that they maintain all records pertaining to Board of Studies, Criteria's pertaining to AQAR Part 'B' of their respective School. Data pertaining to academics, research, rankings, student admissions and placements, disciplinary cases with action taken, minutes of the Core Committee meetings, HOD meetings, BOS

meetings, academic and non-academics events, webinars and personal file of faculty members, visiting faculty attendance and payment registers: is to be collected, collated and maintained. The School IQAC Cells should have both soft and hard copy of the data. The School IQAC cell Coordinators have to send weekly reports of the **updated** data to the Central IQAC Cell of the University. Register is to be maintained for renewal of recognition's, accreditations, MOU's, membership fee for journals and online search engines by the respective schools. The approval notes for the same are to be made by the School IQAC cell and forwarded to the **IUD** IQAC at least one month in advance, prior to the termination of the membership. This IN ill help in timely renewal of membership/MOU. Database for the same is to be maintained by each School. All Schools have to prepare data base of new academic session for NAAC AQAR Documentation and subsequently for NAAC Second Cycle, as per the formats of the AQAR mailed to each School IQAC Coordinators.

3. **Names of School IQAC Coordinators and supporting staff for Academic Year 2020-21**

IUD IQAC Coordinator, Maj. (Dr.) V.N Saxena, informed that all the Schools IQAC Cells have been reconstituted for the academic year 2020-21. The names of School IQAC coordinator and support staff are as follows:

Name of School	Name of IQAC Coordinator	Name of IQAC Support Staff
ICFAI Law School	Dr. Neeraj Aswal	Mr. Subodh Uniyal
ICFAI Business School	Dr. Rashmi Choudhary	Mr. Sanjay Singh Panwar
ICFAI Tech. School	Dr. Gaurav Bhandari	Mr. Vijay Pal purl
ICFAI Education School	Ms. Atulya Verma	Ms. Rupa Shrotriya

IUD Research Coordinator is to plan on improvement in the quality of research. The IQAC to be updated of the Research Publications done by students and faculty members on 20th of every month. There being no other point to discuss, the meeting ended with a vote of thanks.

The next meeting of the IQAC Cell IUD will be held on 24th July, 2020 in IQAC Board Room B101 at 3 PM.

IQAC Coordinator

Maj. (Dr.) V. N. Saxena