AMITY UNIVERSITY
----------------------UTTAR PRADESH----------------------

IQAC

Minutes of 16th University IQAC Meeting
08 and 10 January 2022

Minutes of the 16th University IQAC meeting held on 08 & 10 January 2022 under the Chairpersonship of Prof (Dr) Balvinder Shukla, Chairperson University IQAC and Hon'ble Vice Chancellor, AUUP.

List of attendees is enclosed as **Annexure 'A'**.

1. After ascertaining the quorum for the meeting, Dr R S Rai, Director IQAC with the permission of Chair welcomed all the members of the University IQAC.

2. **Opening Address by the Chairperson University IQAC** – At the outset the Chairperson University IQAC & Vice Chancellor, AUUP welcomed University IQAC members, external members, alumni members and all those present in the meeting.

2.1 The Chairperson opened the meeting by highlighting the achievements of the university between October to December 2021.

2.2 She also informed the house that the University has been accredited by WSCUC, USA in 2016 and its re-accreditation is due in 2022. The re-accreditation process requires to prepare an Institutional Report of the university comprising data/information of all campuses. In this regard, a four-day interactive session was held by Dr. Susan Opp, Vice President, WSCUC and Staff Liaison to Amity on **May 25 – 28, 2021** regarding the WSCUC Offsite Review (OSR) and Re-Affirmation Visit (AV).

2.3 The Offsite Review (OSR) is a comprehensive review of the institution (university) for re-affirmation (i.e. re-accreditation). WSCUC Team meets to evaluate the institutional report and make preliminary findings. The review expects an institutional report on 9 components specified by WASCUC. After submitting the report, the WSCUC team will visit all the campuses associated with AUUP.

3. **Remarks by Dr W Selvamurthy, President ASTIF** - Dr Selvamurthy complimented IQAC & QAE for the improvement in quality, research & governance. He further thanked the Chairperson for her guidance and working for fulfilling the vision of the university in quality education. He also stated that WASC re-accreditation is very important to the university and all efforts should be done to submit the report on time.

4. Thereafter, Director IQAC presented the agenda items for discussion:

UIQAC-16/2021-2022/AG1: Confirmation of minutes of 15th University IQAC

UIQAC-16/2021-2022/AG2: Action taken report (ATR) on minutes of 15th University IQAC meeting. IQAC took note of the ATR.

UIQAC-16/2021-2022/AG3: Presentation of nine components of WASCUC report by respective Chairpersons

5. The discussions on above agenda items are given in succeeding paragraphs: -

5.1 UIQAC-16/2021-2022/AG1: Confirmation of minutes of 15th University IQAC:

Minutes of previous meeting were read which was proposed by the Director IQAC Dr. RS Rai and seconded by Dr. Manohar Sajnani, Dean Faculty of Hospitality & Travel Tourism and accepted by Dr B L Arya, Registrar AUUP. The minutes of the 15th University IQAC meeting was approved by the Chairperson University IQAC. Director IQAC confirmed that points needing action have been circulated to all concerned.

5.2 UIQAC-16/2021-2022/AG2: Action taken report (ATR) on minutes of 15th University IQAC meeting. IQAC took note of the ATR.

Director IQAC presented the action taken report on the minutes of the 15th University IQAC meeting. The University IQAC took note of the ATR.

5.3 UIQAC-16/2021-2022/AG3: Presentation of nine components of WASCUC report by respective Chairpersons

Presentations: The Chairpersons of respective WASC components presented the details of the data and information required by WASC as per the sequence given below:

#	Description of Institutional Report	Presented By	QAE Coordinator
1.	Component 1: Introduction: Context, Response to Previous Commission Actions	Dr. R Sujatha Mr. Pradeep Kumar	Ms. Kanwar Rajeshwari Thakur
2.	Component 2: Compliance with Standards and Federal Requirements Worksheet a) Compliance with WSCUC Standards **(Including Off-Campus locations and Distance Education)**		
	Standard 1: Defining Institutional Purposes and Ensuring Educational Objectives	Dr Taranjeet Duggal Dr. R. Sujatha	Ms. Kanwar Rajeshwari Thakur
	Standard 2: Achieving Educational Objectives Through Core Functions	Dr. M. Sajnani	Ms. Prem Kanthi
	Standard 3: Developing and Applying Resources and Organizational	Dr. Sujata Khandai	Ms. Archana Chandra

	Structures to Ensure Quality and Sustainability		
	Standard 4: Creating an Organization Committed to Quality Assurance, Institutional Learning, and Improvement	Dr. R S Rai	Mr. Harsh Tomar
	Distance Education	Mr. Abhinash Kumar Dr. Priya Mary Mathew	Ms. Versha Verma
	Component 2: Compliance with Standards and Federal Requirements Worksheet b) Federal requirement worksheet		
	i. **Credit Hour and Program Length Review** (Policy, Process(es)/ periodic review of credit hour, schedule of on-ground courses meet for the prescribed number of hours, Sample syllabi or equivalent for online and hybrid courses, Does this material show that students are doing the equivalent amount of work to the prescribed hours to warrant the credit awarded? , Sample program information (catalog, website, or other program materials)	Dr. R K Kapur	Ms. Kanwar Rajeshwari Thakur
	ii. **Marketing and Recruitment Review** (Institution is following Federal regulations, Programme length and cost – publicly notified, Careers and employment – sharing information to its graduates)	Maj. Gen. Bhaskar Chakravarty	
	iii. **Student Complaints** (Policy, Process, and Records)	Dr. Marshal Mukesh Sahni Dr. Alpana Kakkar	
	iv. **Transfer Credit Policy** (Policy, Process, and Records)	Ms. Asha Premnath Mr. Pradeep Kumar	
3.	Component 3: Degree Programs: Meaning, Quality, and Integrity of Degrees	Dr. D K Bandyopadhyay	Ms. Versha Verma
4.	Component 4: Educational Quality: Student Learning, Core Competencies, and Standards of Performance at Graduation	Dr. Sanjeev Bansal	Mr. Harsh Tomar

5.	Component 5: Student Success: Student Learning, Retention and Graduation	Dr. Sanjeev Bansal	Ms. Smita Singh
6.	Component 6: Quality Assurance and Improvement: Program Review, Assessment, Use of Data and Evidence.	Dr. R S Rai Dr. Puneeti Mathur Dr. Rajeev Bhardwaj	Ms. Joohi Gupta
7.	Component 7: Sustainability: Financial Viability, Preparing for Changing Higher Education Environment	Mr. Ashish Bindra Ms. Gurvinder Kaur Rear Admiral Ravi C Kochhar	Ms. Archana Chandra
8.	Component 8: Institution-Specific Themes	Could not be presented	
9.	Component 9: Conclusion: Reflection and Plans for Improvement		

The following decisions were taken:

Action item	Decision/Recommendation	Responsibility	Timelines
UIQAC-16/2021-2022/AG63/D1	All write ups need to be supported by evidence and hyperlinks should be created wherever required in the prescribed format given by WASC.	Component-wise Committee	15 January 2022
UIQAC-16/2021-2022/AG6/D7	List of annexures also to be prepared according to the reference given wherever applicable.		

6. **Closing remarks by the Chairperson:**

The Chairperson University IQAC said that the complete report must be uploaded on the WASC website by 15 January 2022.

7. **Vote of Thanks** There being no further points, the meeting was declared as closed with vote of thanks proposed by Ms Prem Kanthi, Assistant Director QAE & Team Leader Quality Assurance

Chairperson UIQAC

Director UIQAC