

AMITY UNIVERSITY

MADHYA PRADESH

Established vide Government of Madhya Pradesh Act. No. 27 of 2010

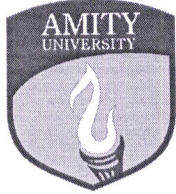
MINUTES

INTERNAL QUALITY ASSURANCE CELL MEETING

DATE : 26 March 2019

TIME : 11:00 AM

VENUE : Conference Room
Academic Block 'B'
Amity University Campus
Maharajpura,
Gwalior (M.P.)



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Appendix – A

(Refer to Para 2)

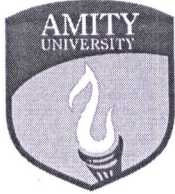
INTERNAL QUALITY ASSURANCE CELL MEETING:

26 March 2019

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Hon'ble Vice Chancellor-AUMP
Item No. 2	Review of progress against points decided in IQAC meeting held on 27 Dec 2018
Item No. 3	Presentation on Departmental Quality Audit Report – 2019
Item No. 4	Promotion of Research activity at AUMP
Item No. 5	Any Other Items with the Permission of the Chair.

Registrar
Amity University Madhya Pradesh
Gwalior



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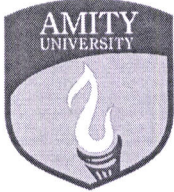
Date: 26 March 2019

**MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF AMITY UNIVERSITY MADHYA
PRADESH, HELD ON
26 MARCH 2019**

1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 26 March 2019 at 1100 hours at the Amity University Campus, Maharajpura, Gwalior (M.P.). The meeting was held under the Chairmanship of Lt Gen V K Sharma, AVSM (Retd), Hon'ble Vice Chancellor, AUMP, Gwalior.
2. The Agenda Points proposed to be discussed during the meeting, were earlier circulated to all members and are attached at Appendix-A. The list of Members of Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix-B. The internal quality assurance cell then proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.
3. **Agenda No. 1: Welcome address by Chairperson-IQAC**
The Hon'ble Vice-Chancellor of the University and Chairman of IQAC welcomed the members. He explained that this meeting has been called as per NAAC guidelines which stipulate that IQAC team should meet at least once in a quarter. Thereafter he initiated the Department/Instt wise review of Actionable Points decided in IQAC meeting held on 27 Dec 2018.

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4. **Agenda No. 2: Review of progress against points decided in IQAC meeting held on 27 Dec 2018:**

Point wise responses from the HoIs are as under:

- a. Hon'ble VC, Chairman IQAC suggested that Students must give AMIZONE feedback for all subjects failing which their exam forms will not be generated. Further, students must not use offensive language in their feedback. HOIs should sensitize all the students on this issue. The identity of the students in the feedback is pseudo-anonymous, and in such cases they can be traced and actions can be taken against them.

—Responsibility: ALL HOIs

Present Status: All HoI confirmed that desired action has been taken.

- b. Chairman IQAC further stressed on improving the quality of students to ensure placements in bigger companies with higher packages.

—Responsibility: ALL HOIs

Present Status: All HoIs confirmed that they have initiated/increased the frequency of placement activities like Student Seminar, Online quiz, Mock GD/interview etc. These activities should yield in better placements in forthcoming placement season.

- c. Dr. Iti Roychowdhury, Director ASCENT/ASL suggested that Classroom Observations and Feedback forms should be included in the Report on Best Practices in Academics.

—Responsibility: DEAN-ACADEMICS

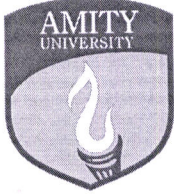
Present Status: Dean Academics confirmed that the point has been noted and "Best Practices in Academics" has been updated accordingly.

- d. Chairman IQAC stressed that Director & Coordinator IQAC must procure and maintain all the records pertaining to events being organized in the University. Event Coordinators must forward all documents pertaining to the event to IQAC for documentation.

—Responsibility: ALL HOIs




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Present Status: *All HoIs have been reminded to compile the documents and submit to IQAC Cell by 15 April 2019.*

- e. Dr. J. Girish raised the importance of Vision and Mission of University and its awareness among all the stakeholders. He suggested that all constituent institutes of the University should also formulate their vision and mission which should be in line with the Vision and Mission of University.

—Responsibility: ALL HOIs

Present Status: *All HoIs have been advised to develop Vision and Mission at the Instt level and get it approved by Hon'ble VC Sir before next IQAC meting.*

- f. Dr. J. Girish also suggested standardizing the publication format of research papers so that Web of Sciences can pick the name of the University on all papers. Dean Research Prof. Dr. S. P. Bajpai agreed to create a standard format for all publications.---

—Responsibility: ALL HOIs

Present Status: *Pro Vice Chancellor has forwarded Standard format to all HoIs. HoIs have been advised to ensure that all faculty in their deptt/Instt follow the standard format only. Any paper which is not in format, shall not be considered for API purpose.*

- g. Dr. J. Girish further suggested that faculty should map measurable Course Outcomes and Programme Outcomes, and the Question papers should be framed keeping these outcomes in mind. Special workshops should be organized to train the faculty in mapping the outcomes.

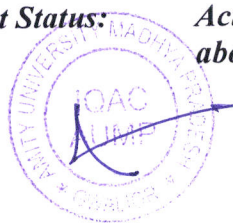
—Responsibility: ALL HOIs

Present Status: *HoI have been asked to sentsitise the faculty to prepare the question papers on the basis of measurable outcomes. Decision for organizing special workshop shall be taken in due course.*

- h. Mr. Sunil Shrivastava, Sr. Manager-HR, Britannia Industries Ltd. Suggested that more rigorous personality development sessions be conducted for improving placements.

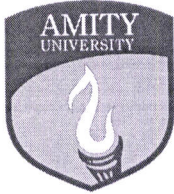
—Responsibility: ALL HOIs

Present Status: *Action has been initiated as per Para 'b' mentioned above.*



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Gwalior



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5. Agenda No. 3: Presentation on Departmental Quality Audit Report – 2019

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht, Presented a detailed report on Departmental Quality Audit conducted during February-March 2019. The presentation included the quality audit report of all the departments in following areas:

- i Faculty load w.r.t. courses assigned
- ii Faculty registers
- iii Session plans uploaded by faculty as per credits
- iv Course Manuals
- v Academic/ Event Calendar
- vi CR meeting records
- vii Mentor Mentee record
- viii Course Completion Certificates

6. Agenda No. 5: Promotion of Research activity at AUMP

To promote ethical practices in research at AUMP we received the suggestion for the establishment of a centre of excellence to identify predatory, fake, and cloned journals. It was decided that Director- ASCO along with the office of the registrar will establish and take approval for further courses of action from competent authorities.

7. Agenda No. 6: Any Other Items with the Permission of the Chair.

There being no other point by any member, the meeting was concluded at 1145 hrs with thanks to the Chair.

Date : 26.03.2019

Place : Gwalior


Prof. (Dr.) Anil Vashisht

Director and Co-ordinator IQAC

Copy to:

1. All members of IQAC- by email.
2. Controller of Exams- by email.
3. Director-CRC- by email.
4. Registrar Office
5. IQAC File.



Director - IQAC
Amity University Madhya Pradesh
Gwalior


Registrar
Amity University Madhya Pradesh
Gwalior



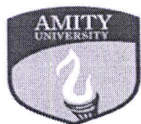
MINUTES

INTERNAL QUALITY ASSURANCE CELL MEETING

DATE : 27 December 2018

TIME : 11:00 AM

VENUE : Conference Room
Academic Block 'B'
Amity University Campus
Maharajpura,
Gwalior (M.P.)



Appendix - A

(Refer to Para 2)

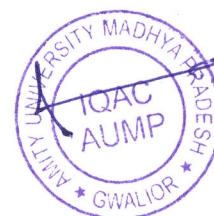
INTERNAL QUALITY ASSURANCE CELL MEETING :
27 December 2018

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Hon'ble Vice Chancellor-AUMP
Item No. 2	Approval of University AQAR report 2017-18.
Item No. 3	Ratification of Minutes of Previous IQAC Meeting
Item No. 4	Discussion on Feedback Analysis 2017-18
Item No. 5	Quality measures adopted by the university to include :- a) Gap analysis/ identification of area of improvement in last one year and progress thereon. b) New additions done/ initiatives taken in last one year by the University. c) Best practices successfully implemented by the University in last one year. d) Future plan of action for next academic year.
Item No. 6	Presentation on Best Practices being followed at Amity University Madhya Pradesh:- a) Academics b) Research/ Consultancy/ Projects/ Patent c) Examinations d) Industry Interaction & Placements
Item No. 7	Presentation on implementation of actionable points emerging from Feedback report 2016-17
Item No. 8	Suggestions by members on incorporation & improvement of Best Practices.
Item No. 9	Any other item with the permission of chair



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Amity University Madhya Pradesh
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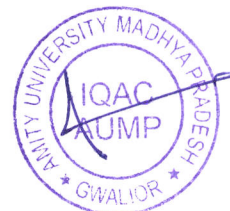


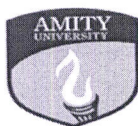


Date: 27.12.2018

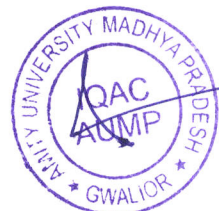
**MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF AMITY UNIVERSITY MADHYA
PRADESH, HELD ON
27 DECEMBER 2018**

1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 27 December 2018 at 1100 hours at the Amity University Campus, Maharajpura, Gwalior (M.P.). The meeting was held under the Chairmanship of Lt Gen V K Sharma, AVSM (Retd), the Vice Chancellor, AUMP, Gwalior.
2. The Agenda Points proposed to be discussed during the meeting were earlier circulated to all members and are attached at Appendix-A. The list of Members of Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix-B.
3. After the attendance and establishment of quorum, the internal quality assurance cell proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.
4. **Agenda Item 01: Welcome address by Chairperson-IQAC.** The Hon'ble Vice-Chancellor of the University and Chairperson of IQAC opened the proceedings with his welcome speech. He underlined that IQAC plays a significant role in promoting, nurturing and maintaining quality standards in teaching, learning, evaluation and management of the University. Having emphasized the need to follow the NAAC guidelines pertaining to institutional quality, he insinuated that the institute being at the helm of the process can better understand the practical areas of improvement, and therefore, the IQAC should set institution-specific goals of achieving quality. Thereafter he invited Prof. (Dr.) Anil Vashisht, Director and Coordinator IQAC to take the proceedings further.





5. **Agenda Item 02: Approval of University AQAR report 2017-18.** The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht, Presented a detailed Annual Report on Quality Assurance Measures adopted by the university. The presentation was made based on the NAAC criteria. The following aspects were showcased:
- AUMP's participation in MHRD's National Institutional Ranking Framework (NIRF) at University as well as Business School level.
 - Various awards conferred upon AUMP during the academic year 2017-18 including 12th rank amongst all private universities at National Level by Dialogue India Group during Dialogue India Academia Conclave – 2018, 17th Position among Top Private & Deemed Universities of India, 14th position in India's Best Private University Survey – 2018 conducted by India Today Magazine and Excellent Higher Education University in India Award by CMAI during the 11th National Education Award Summit at Vigyan Bhawan in Delhi.
 - SCOPUS and ICI indexing of the Journal of Content, Community and Communication published by Amity School of Communication as well as ICI and ISA indexing of Amity Journal of Management published by Amity Business School.
 - Infrastructure augmentation such as establishment of Amity Centre of Excellence for Chemical, Biological, Radiological and Nuclear Mitigation (CBRN Lab) and Four other new Laboratories, procurement of new equipments worth Rs 56.65 Lakhs, addition of new titles and volumes of books and journals in the library and automation of the library. It was underlined that a total budget of Rs 75, 78,922 was utilized for Infrastructure Development during the year.
 - Introduction B. Pharma as a new course, revision of curriculum for existing courses and inclusion of new courses focusing on employability/ entrepreneurship/ skill development in all major programmes.
 - Augmentation of Management Information System through online admission system, online attendance, feedback, exam form generation and result communication exclusively on amity intranet zone (AMIZONE).





- Research funds sanctioned and received from various agencies, industry and other organizations for Major, Minor and Interdisciplinary Research Projects worth Rs 39, 12,000.
- MoUs signed with institutions of repute like Gajra Raja Medical College, Global earth Society for Environmental Energy and Development, Rajmata Vijayaraje Scindia Krishi Vishwavidyala, University Lumiere De Bujumbura, Burundi, Mapua University, Philippines, Virginia International University, Central Queensland University, Australia and AIESEC: International Association of Students in Economic and Commercial Sciences.
- Establishment of Amity Alumni Gwalior Chapter.

A 52 point format of Annual Quality Assurance Report (AQAR) was framed as per guidelines of UGC/NAAC and was provided to all the constituent academic institutes of the University. The AQAR thus obtained was then reviewed by University IQAC and a Consolidated AQAR 2017-18 in respect of the University was put up for Approval.

All the members of committee approved the AQAR 2017-18 in consensus. (The Report is attached Appendix – C1,C2).

6. **Agenda Item 03: Ratification of Minutes of Previous IQAC Meeting.** The Director and Co-ordinator of IQAC, Prof. (Dr.) Anil Vashisht read out the Minutes of IQAC meeting held on 15 October 2018. The statuses of the following actionable points were put up for approval:

- Amity should participate in NIRF Ranking – Achieved
- IQAC to be reconstituted as per NAAC Guidelines - Achieved

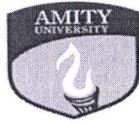
The minutes were then approved by all members.

7. **Agenda Item 04: Discussion on Feedback Analysis and Points Raised by Various Stakeholders.**

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht presented a comprehensive report on

- Systematic feedback from students in the following areas:



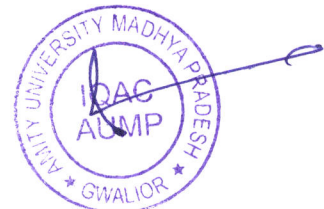


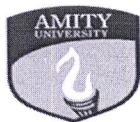
- Academics: including academic governance, curriculum, teaching-learning, assessment/ continuous evaluation/ examination, faculty, student support and placements
- Administration: including library, institutional structures and institutional facilities
- Faculty satisfaction survey in the areas of curriculum design and development
- Employers' feedback survey regarding the overall quality of students as per industry expectations
- Alumni satisfaction survey covering the categories of academic process, faculty, students support, placement process, examination & evaluation process, infrastructure / facilities, exit process and amity association

8. **Agenda Item 05: Quality measures adopted by the university.**

The Director and Co-ordinator of IQAC, Prof. (Dr.) Anil Vashisht presented the quality measures adopted by the university during the year including gap analysis and progress thereon, new additions done and initiatives taken, best practices successfully implemented and future plan of action for next academic year. The following points were highlighted:

- Best practices implemented by the University in last one year like the UDO system, Marshal system, Journals/E- News letter by major Schools of AUMP, Continuous inspection for quality improvement, In-house FDP, Seminars/workshops on current topics, Student Satisfaction Survey, Amity Incubation Centre, Formulation of Question Banks to augment examination system, and Eco-friendly Campus.
- Measures to improve the employability of students like special Placement Training sessions, improving the quality of SIPs for more PPOs, Student Seminars, Online Aptitude tests, Mock interviews and Entrepreneurship Development programs-EDP.
- Remedial /tutorial classes conducted to improve the results of weak students.
- New initiatives including 360⁰ Feedback including all stakeholders like students, faculty, alumni, parents and employers, regular parents week to have direct communication with Parents, SIT (Self identified Target) for faculty and regular faculty meetings.





9. **Agenda Item 06: Presentations on Best Practices being followed at Amity University Madhya Pradesh.** The best practices adopted in Amity University Madhya Pradesh, Gwalior (AUMP) in execution of Academic and Non-academic activities were presented before the members of the IQAC for suggestions and improvements.

(i) **Academics:**

Prof. (Dr.) R.S. Tomar, Dean- Academics made a presentation on practices being followed at AUMP before beginning of academic session and during the academic session. He added that the practises followed at AUMP emphasise on setting and maintaining threshold standards with an aim of assuring and enhancing academic quality by supervising, evaluating and supporting students in a manner that promotes excellence in teaching and learning. After the presentation, Dean Research, Dr. S. P. Bajpai suggested that AUMP Plagiarism Policy should also be added in the Academic Best Practices. printout of the presentation is attached at *Appendix – D*).

(ii) **Research/ Consultancy/Projects/Patents:**

Prof.(Dr.) S.P. Bajpai, Dean –Research outlined the initiatives taken by the Directorate of Research and Publications (DRP) including the monitoring of fortnightly and monthly research outcomes, self identified research goals of faculty members, guiding and motivating the faculty members to write research projects and promoting collaborative research . He further shared the research statistics of the year and future plans of the DRP. A printout of the presentation is attached at *Appendix – E*).

(iii) **Examinations:**

Brig.(Dr.) J.Matta, Controller of Examination, AUMP made a presentation on examination best practises adopted by AUMP. He described the organisation of examination department, its functioning, evaluating and grading system. Delineating the future strategic plan, he highlighted the need of designing such assessment processes & instruments that are integral to students learning, and reducing the assessment burden on the students and faculty through increased frequency of Continuous Internal Evaluation. The major action points of his presentation were Comprehensive Question Banks, Online CIE and


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standardization of mark sheets with Barcodes. A printout of the presentation is attached at *Appendix – F*).

(iv) **Industry Interaction & Placements:**

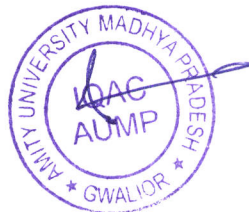
Mr. Rajat Pathak, Director-CRC made a presentation on Training and Placement best practises adopted by AUMP. In his presentation he briefed the members about the policy, process along with a road map followed by Placement Cell. He updated the members on placement phases of the year and current placement status. Outlining the best practices adopted by CRC he highlighted the bottom-up approach, sector-wise mapping of fresh requirements, company specific briefing before the start of actual placements, and formulation of Employer Feedback Forms, Recruiter Offer Confirmation Form and Student Offer Acceptance Form. A copy of the presentation made by Director-CRC is attached at *Appendix – G*).

10. **Agenda Item 07: Presentation on implementation of actionable points emerging from Feedback report 2016-17**

- (i) The Director and Co-ordinator IQAC, Prof. (Dr.) Anil Vashisht made a comprehensive presentation on the measures adopted by various departments to incorporate the actionable points emerging from the feedback analysis of the academic year 2016-17 as discussed and suggested by different members during the IQAC meeting of Dec 2017.
- (ii) The presentation covered the measures adopted by the departments in order to improve feedback in all aspects of the feedback analysis like academic governance by HOI/ HOD, curriculum, teaching learning, assessment/ continuous evaluation/ examination, faculty, student support, placement, library, institutional structures and institutional facilities.

11. **Agenda Item 08: Suggestions by members on incorporation & improvement in Best Practices:**

- (i) Hon'ble VC, Chairman IQAC suggested that Students must give AMIZONE feedback for all subjects failing which their exam forms will not be generated. Further, students must not use offensive language in their feedback. HOIs should sensitize the first year students on this issue. The identity of the students





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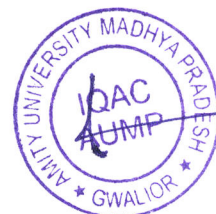
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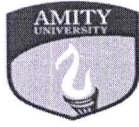
in the feedback is pseudo-anonymous, and in such cases they can be traced and actions can be taken against them.

- (ii) Chairman IQAC further stressed on improving the quality of students to ensure placements in bigger companies with higher packages.
- (iii) Dr. Iti Roychowdhury, Director ASCENT/ASL suggested that Classroom Observations and Feedback forms should be included in the Report on Best Practices in Academics.
- (iv) Chairman IQAC stressed that Director & Coordinator IQAC must procure and maintain all the records pertaining to events being organized in the University. Event Coordinators must forward all documents pertaining to the event to IQAC for documentation.
- (v) Brig. J. Matta, COE suggested that too frequent changes in the syllabi should be avoided and new syllabi should be implemented from the 'New Batch', not the 'New Year'. He also reiterated that the Back Papers be framed judiciously from the relevant syllabus.
- (vi) Pro VC Prof. Dr. M. P. Kaushik suggested that the students should be given academic flexibility in terms of their Minor Track course. Chairman IQAC, Lt. Gen V. K. Sharma said that in view of the complexity of the suggested system, it will be taken up for further discussions.
- (vii) Dr. J. Girish, Representative of Management, Vice President RBEF, suggested the introduction of Semester-Wise Open Electives (Basket Courses) at AUMP.
- (viii) Dr. J. Girish further raised the importance of Vision and Mission of University and its awareness among all the stakeholders. He suggested that all constituent institutes of the University should also formulate their vision and mission which should be in line with the Vision and Mission of University. All the members agreed to the suggestion in consensus.
- (ix) Dr. J. Girish also suggested standardizing the publication format of research papers so that Web of Sciences can pick the name of the University on all papers. Dean Research Prof. Dr. S. P. Bajpai agreed to create a standard format for all publications.
- (x) Dr. J. Girish further suggested that faculty should map measurable Course Outcomes and Programme Outcomes, and the Question papers should be



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- framed keeping these outcomes in mind. Special workshops should be organized to train the faculty in mapping the outcomes.
- (xi) The required CGPA for getting a PG Degree should be brought down from 6 to 5.5 as the CGPA in larger classes is tremendously affected by relative grading. This was again suggested by Dr. J. Girish.
 - (xii) Dr. J. Girish emphasized on starting Amity Executive Programme, which was well received by the members.
 - (xiii) The Chairman IQAC emphasized on framing balanced question papers wherein due weightage is given to each module. To this, Dr. Venkatadri Marriboyina, Professor, ASET, added that mapping of the question-wise learning outcomes should be done. Dr. Iti Roychowdhury, Director ASCENT/ASL consented to circulate a Course-Coverage Gridsheet to all HOIs.
 - (xiv) Mr. Sunil Shrivastava, Sr. Manager-HR, Britannia Industries Ltd. Suggested that more rigorous personality development sessions be conducted for improving placements.

12. **Agenda Item 09: Any Other Items with the Permission of the Chair.**

There being no other point by any member, the meeting was concluded at 1345 hrs with thanks to the Chair.

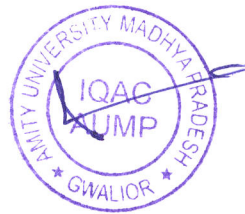
Date : 28.12.2018

Place : Gwalior


Prof. (Dr.) Anil Vashisht

Director and Co-ordinator IQAC

Director - IQAC
Amity University Madhya Pradesh
Gwalior



Copy to:

1. All members of IQAC- by email.
2. Controller of Exams- by email.
3. Director-CRC- by email.
4. Registrar Office
5. IQAC File.



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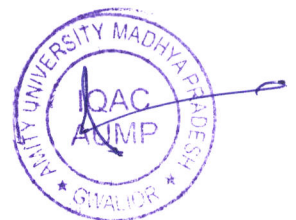
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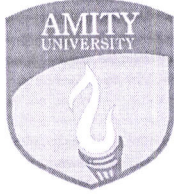
INTERNAL QUALITY ASSURANCE CELL MEETING

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VENUE : Conference Room
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Date: 15 Oct 2018

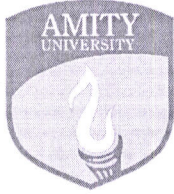
MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL OF AMITY UNIVERSITY MADHYA PRADESH, HELD ON 15 OCT 2018

1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 15 Oct 2018 at 1100 hours at the Amity University Campus, Maharajpura, Gwalior (M.P.). The meeting was held under the Chairmanship of Lt Gen V K Sharma, AVSM (Retd), Hon'ble Vice Chancellor, AUMP, Gwalior.
2. The Agenda Points proposed to be discussed during the meeting, were earlier circulated to all members and are attached at Appendix-A. The list of Members of Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix-B. The internal quality assurance cell then proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.
3. **Agenda No. 1: Welcome address by Chairperson-IQAC.** The Hon'ble Vice-Chancellor of the University and Chairman of IQAC welcomed the members. He explained that this meeting has been called as per NAAC guidelines which stipulate that IQAC team should meet at least once in a quarter. Thereafter he initiated the Department/Instt wise review of Actionable Points decided in 2nd IQAC meeting.
4. **Agenda No. 2: Review of progress against points decided in previous IQAC meeting:**

Point wise replies given by the HoIs are as under:


Registrar
Amity University Madhya Pradesh
Gwalior





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- a) To narrow down the gap in placement, recommendations were placed by Director CRC like, AUMP's membership in corporate summits like TiE, CII, FICCI, etc.

Responsibility -Director-CRC

Director CRC informed that CRC Department is still awaiting for feedback from HO Noida regarding AUMP's empanelment with any of these Forums.

Hon'ble VC Sir has again advised Director CRC to expedite the follow-up and concentrate for at least one membership by Dec 2018.

- b) Conduct of regular meetings with Alumni, employers and parents separately to obtain their opinion on AUMP academics, performance of students, suggestions on curriculum updation etc and record to be maintained.

Responsibility –

- HoIs to plan Parents' week once in every semester.
 - Registrar to plan Alumni meet once in a year, preferably alongwith the convocation ceremony.
 - CRC to get feedback from employers.-----*Achieved*
- **Parents' week:** *Hon'ble VC Sir has advised all HoIs to conduct Parents' week in formal way and document the visits properly. The Parents' week should preferably be organised in Sept 2018 for 1st Sem students. Parents' should be given detail feedback of their wards. Min attendance, code of conduct for students should be clearly spelt out to parents.*

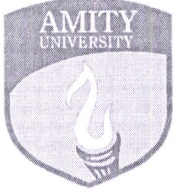
Status: Implemented.

- **Alumni Meet:** *Registrar has confirmed that the Alumni meet can only be planned alongwith convocation as students are repeatedly asking for the date of convocation and it will be very difficult for us to invite them for Alumni meet without convocation.*

Status: No change.


Registrar
Amity University Madhya Pradesh
Gwalior





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- c) Hon'ble VC Sir had asked all HoIs to use Amizone for filling up Exam forms and withdrawals. From coming Semester it should be implemented completely. However for the ESE to be held in Dec 2018, both manual and Amizone system shall be used for filling exams forms.

Status: Implemented.

- d) Hon'ble VC Sir had also asked all HoIs to popularise the feature of Parents' Amizone, where parents can also login to the Amizone through their login credentials and check various activities/ attendance/ results/ fee etc related to their wards. He advised that Mentors should call the parents and convey them their respective Amizone IDs and also guide them about login procedure and exploring the information.

Status: Implemented.

- e) Hon'ble VC Sir had also taken stock for the preparedness for coming semester. He advised all HoIs to check for any deficiency which may affect academic delivery and get it resolved before commencement of classes.

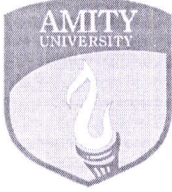
Status: Implemented.

5. Agenda No. 3: Any Other Items with the Permission of the Chair.

- Hon'ble VC Sir has advised to participate in ongoing NIRF ranking. AUMP should participate in University and Management categories. All members were advised to work hard to achieve better NIRF ranking.
- Director-IQAC informed that the NAAC has revised the guidelines for creation of IQAC and submission of AQAR. Accordingly we will reconstitute the IQAC and new format for AQAR shall be used for academic audit of 2017-18.

Registrar
Amity University Madhya Pradesh
Gwalior





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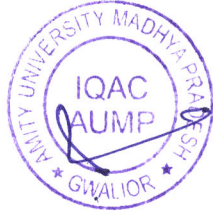
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There being no other point by any member, the meeting was concluded at 1145 hrs with thanks to the Chair.

Date : 15/10/2018

Place : Gwalior




Prof.(Dr.) Anil Vashisht

Director and Co-ordinator

IQAC

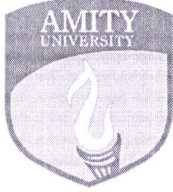
Copy to:

1. All members of IQAC- by email.
2. Controller of Exams- by email.
3. Director-CRC- by email.
4. Registrar Office
5. IQAC File.

Director - IQAC
Amity University Madhya Pradesh
Gwalior



Registrar
Amity University Madhya Pradesh
Gwalior



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Appendix-A

INTERNAL QUALITY ASSURANCE CELL

Agenda for 4th IQAC Meeting to be held on

15 Oct 2018 at 1100 Hours

Venue: Conference Room, Academic Block 'B'

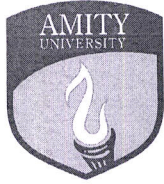
Amity University Madhya Pradesh

1. Welcome address by the Chairman- IQAC & Hon'ble Vice Chancellor- AUMP.
2. Review of progress against points decided in 3rd Meeting of IQAC.
3. Preparedness for NIRF ranking.
4. Any other item with the permission of chair.



[Handwritten Signature]

Amity University Madhya Pradesh
Coordinator



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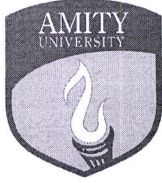
MINUTES

INTERNAL QUALITY ASSURANCE CELL MEETING

DATE : 2 July 2018

TIME : 11:00 AM

VENUE : Conference Room
Academic Block 'B'
Amity University Campus
Maharajpura,
Gwalior (M.P.)



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Appendix – A

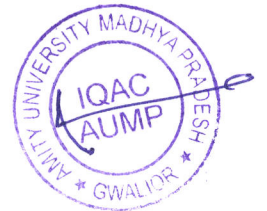
(Refer to Para 2)

INTERNAL QUALITY ASSURANCE CELL MEETING:

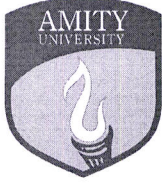
2 JULY 2018

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Chairman- IQAC & Hon'ble Vice Chancellor- AUMP
Item No. 2	Review of progress against points decided in 2nd Meeting of IQAC
Item No. 3	Review of preparedness for the upcoming semester
Item No. 4	Any Other Items with the Permission of the Chair.



Registrar
Amity University Madhya Pradesh
Gwalior



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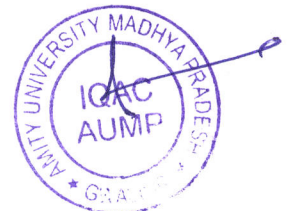
Date: 2 July 2018

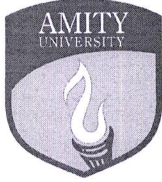
**MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF AMITY UNIVERSITY MADHYA
PRADESH, HELD ON
2 JULY 2018**

1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 2 July 2018 at 1100 hours at the Amity University Campus, Maharajpura, Gwalior (M.P.). The meeting was held under the Chairmanship of Lt Gen V K Sharma, AVSM (Retd), Hon'ble Vice Chancellor, AUMP, Gwalior.
2. The Agenda Points proposed to be discussed during the meeting, were earlier circulated to all members and are attached at Appendix-A. The list of Members of Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix-B. The internal quality assurance cell then proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.
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4. **Agenda No. 2: Review of progress against points decided in 2nd IQAC meeting:**
Point wise replies given by the HoIs are as under:
 - a) To narrow down the gap in placement, recommendations were placed by Director CRC like, AUMP's membership in corporate summits like TiE, CII, FICCI, etc.

Responsibility -Director-CRC

Registrar
Amity University Madhya Pradesh





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MADHYA PRADESH

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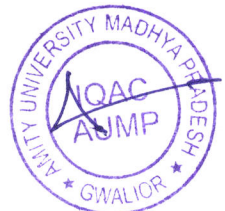
Hon'ble VC Sir has again advised Director CRC to expedite the follow-up and concentrate for at least one membership by Sept 2018.

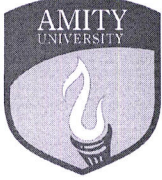
- b) Dr. J. Girish also suggested to conduct regular meetings with **Alumni, employers and parents separately** to obtain their opinion on AUMP academics, performance of students, suggestions on curriculum updation etc and record to be maintained.

Responsibility –

- HoIs to plan Parents' week once in every semester.
 - Registrar to plan Alumni meet once in a year, preferably alongwith the convocation ceremony.
 - CRC to get feedback from employers.-----**Achieved**
-
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Amity University Madhya Pradesh
Director





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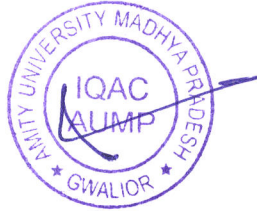
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- c) Hon'ble VC Sir had also taken stock for the preparedness for coming semester. He advised all HoIs to check for any deficiency which may affect academic delivery and get it resolved before commencement of classes.

6. **Agenda No. 4: Any other item with the permission of chair**

There being no other point by any member, the meeting was concluded at 1145 hrs with thanks to the Chair.

Date : 02/07/2018

Place : Gwalior




Prof.(Dr.) Anil Vashisht

Director and Co-ordinator

IQAC

Director - IQAC

Amity University Madhya Pradesh
Gwalior

Copy to:

1. All members of IQAC- by email.
2. Controller of Exams- by email.
3. Director-CRC- by email.
4. Registrar Office
5. IQAC File.



Registrar
Amity University Madhya Pradesh
Gwalior