

AMITY UNIVERSITY

MADHYA PRADESH

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

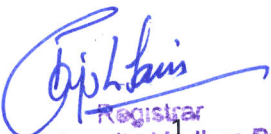
MINUTES

MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

DATE : 29 July 2022

TIME : 11:00 AM

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


Registrar
Amity University Madhya Pradesh
Gwalior



AMITY UNIVERSITY

MADHYA PRADESH

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

Appendix – A

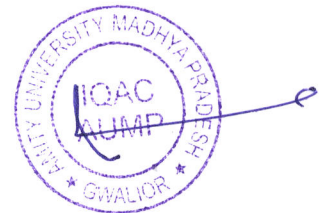
(Refer to Para 2)

INTERNAL QUALITY ASSURANCE CELL MEETING:

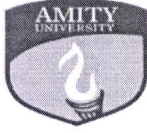
29 JULY 2022

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Review of progress against points decided in IQAC Meeting held on 29 April 2022
Item No. 3	Discussion on Preparation for NAAC
Item No. 4	Discussion on Preparations for Orientation Program 2022
Item No. 5	Discussion on Preparation of Central Timetable for Odd Semester 2022
Item No.6	Any Other Items with the Permission of the Chair.




Registrar
Amity University Madhya Pradesh
Gwalior



AMITY UNIVERSITY

MADHYA PRADESH

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

Date: 29.07.2022

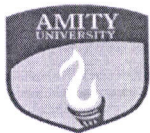
**MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL OF
AMITY UNIVERSITY MADHYA PRADESH, HELD ON
29 JULY 2022**

1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 29 July 2022 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, 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 announced that AUMP has signed MoU with Jiwaji University for Collaborative research, PhD guidance, joint project etc. Expressing his happiness and congratulating all on this achievement, he advised all members to work hard and try to sign more MoUs with prestigious Institutions. He further said that for better visibility in society, we should participate in various Rankings. Even if we don't get good ranks, we would get opportunity for introspection and improvement in future. He also advised that everyone should make efforts to sign more quality MOUs with various leading organisations for the benefit of students / faculty. Thereafter he invited Prof. (Dr.) Anil Vashisht, Director and Coordinator IQAC to take the proceedings further.


Registrar
Amity University Madhya Pradesh
Gwalior





AMITY UNIVERSITY

MADHYA PRADESH

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

5. **Agenda Item 02: Review of progress against points decided in IQAC Meeting held on 29 April 2022**

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht, presented a detailed report on the progress against the actionable points decided in the IQAC Meeting held on 29 April 2022. He informed Chairman IQAC that the process is initiated to collect feedback from all stake holders in the new format. Analysis report shall be presented shortly.

6. **Agenda Item 03: Discussion on Preparations for NAAC**

Hon'ble Vice Chancellor informed that we should be prepared for filling NAAC Application and Dr Santosh Sharma has been nominated as University NAAC Coordinator. All documents should be prepared as per requirements of NAAC in time. Further, he stated that it is required that PO/ CO/ PSO should be prepared for all courses. Dr Santosh Sharma may guide all Faculty for the same.

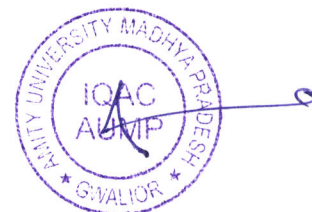
7. **Agenda Item 04: Discussion on Preparations for Orientation 2022:**

Hon'ble VC advised all concerned to complete the formalities related to new admissions so that all newly admitted first year students can join the orientation program to be held on 29-30 August 2022 in University Auditorium. He guided that the departments must get in touch with all the newly admitted students and their parents to solve any problems they might have.

8. **Agenda Item 05: Discussion on Preparation of Central Timetable for Odd Semester 2022**

Looking to higher number of expected admissions, Hon'ble VC advised that we should work on Central timetable for each block as common usage of classrooms and Labs is required for optimum utilisation of available resources. He stressed that preparation for new semester in terms of Classrooms, lab equipments, Library, Faculty etc. should be completed within a month.


Registrar
Amity University Madhya Pradesh
Gwalior





AMITY UNIVERSITY

MADHYA PRADESH

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

9. Agenda Item 06: Any Other Items with the Permission of the Chair

- To help the new faculty members, Hon'ble VC advised University LMS Coordinator to prepare a standard PPT for LMS Manual/ impart training to new faculty so that all new faculty start working on LMS and can upload required study materials on the portal.
- Hon'ble VC instructed that as per directives received from UGC, MoE, Har Ghar Triganga program should be popularised and made successful.
- Hon'ble VC expressed his satisfaction for Faculty Development Programme being organised by ABS on Research Methodology and Data Analysis: Using SPSS, Smart PLS, R Programming, NVivo" from 26 July to 2 Aug 2022. He further advised that more FDPs should be organised for Faculty for improving the Academic/research quality.
- Hon'ble VC shared his concerned regarding environmental consciousness. He stated that to create a bench mark in the society, university must take initiative for eco-friendly environment and can apply for audit.
- Hon'ble VC directed that SoP for Ph.D. is being circulated. It should be further sent to all Scholars, and all future Thesis/Synopsis should be submitted as per provisions of this SoP only.
- Hon'ble VC informed that Amity Institution for Competitive Examination (AICE) & AUUP will be conducting a series of webinars and mock test for students for various Competitive Entrance Examinations. In view of the relevance and importance of the Competitive Examinations, all Heads of Institution are requested to encourage and motivate their students to participate in these activities in large numbers to avail the best benefits out of the same.

There being no other point raised by any member, the meeting was concluded at 1300 hrs with thanks to the Chair.

Date : 29.07.2022

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.
2. IQAC File.




Registrar
Amity University Madhya Pradesh
Gwalior



MINUTES

MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

DATE : 29 April 2022

TIME : 11:00 AM

VENUE : Online Mode (on MS Teams)



Appendix – A

(Refer to Para 2)

INTERNAL QUALITY ASSURANCE CELL MEETING:

29 April 2022

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Discussion on finalisation of new format for feedback collection from various stakeholders viz Students, Alumni, Employers and Faculty on Curriculum, Course, Teaching-Learning and Evaluation.
Item No. 3	Presentation on Departmental Quality Audit Report – 2022
Item No. 4	Review of Preparedness for Upcoming End Sem Examination in June
Item No.5	Any Other Items with the Permission of the Chair.




Registrar 2
Amity University Madhya Pradesh
Gwalior




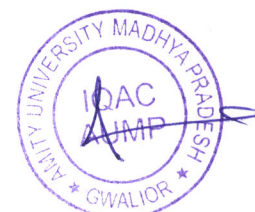
Date: 29.04.2022

MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF
AMITY UNIVERSITY MADHYA PRADESH,
HELD ON 29 April 2022

1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 29 April 2022 at 1100 hours on MS Teams Platform. 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 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 meeting was opened by the Hon'ble Vice-Chancellor of the University and Chairperson of IQAC with his welcome speech. Appreciating the consistent efforts of IQAC to ensure quality in all domains of university's functioning, he outlined the need of extra care to be taken in terms of student wellbeing and discipline. He said that the students are attending offline classes after a long period of lockdown due to the pandemic, it is therefore necessary for the faculty members and mentors to develop good rapport with the students so that their transition from online classes and exams to those in physical mode is smooth and hassle free. Considering the end semester exams to begin in physical mode from June, he asked all Hols to be extra vigilant about the fee payment status of the students and to ensure that all students fill the faculty feedback on time. He also marked that the students must be sensitised about exam discipline and implications of the use of unfair means. Thereafter he invited Prof. (Dr.) Anil Vashisht, Director and Coordinator IQAC to take the proceedings further.


Registrar
Amity University Madhya Pradesh
Gwalior





5. **Agenda Item 02: Discussion on Feedback analysis format**

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht informed that as per NAAC input, we are revising format for feedback collection from various stakeholders viz Students, Alumni, Employers and Faculty on Curriculum, Course, Teaching-Learning and Evaluation. The format is in final stage and will be circulated to all concerned for feedback collection and analysis shortly.

6. **Agenda No. 3: Presentation on Departmental Quality Audit Report – 2022**

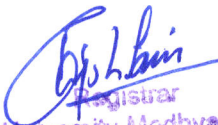
The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht, presented a detailed report on Departmental Quality Audit conducted during Feb-April 2022. The presentation included the quality audit report of all the departments in following areas:

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

7. **Agenda Item 04: Review of Preparedness for upcoming End Semester Exams in June**

Keeping in view the upcoming End Semester Examinations in the month of June, the Hon'ble Vice-Chancellor of the University and Chairperson of IQAC asked all the HOIs to share the department-wise preparedness for the exams. He emphasised on the timely course completion in all subjects and planning for extra classes if required. He also stressed upon timely submission of internal marks and the list of debarred students to the exam cell. He asked the Directors to ensure timely filling of faculty feedback so that exam forms can be generated and admit cards can be issued on time. He also highlighted that the HOIs must ensure that the GSSC class of the students are duly mapped on Amizone and the requisite number of classes are taken.




Registrar
Amity University Madhya Pradesh
Gwalior



AMITY UNIVERSITY

MADHYA PRADESH

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

8. **Agenda Item 05: Any other item with the permission of chair**

- Hon'ble Vice-Chancellor mentioned that the process must be initiated to collect feedback from all stake holders in the new format.
- Hon'ble VC also stressed that the NTCC viva of the students must be completed on time and the NTCC marks to be submitted to exam cell before the deadline.

There being no other point raised by any member, the meeting was concluded at 1330 hrs with thanks to the Chair.

Date : 29.04.2022

Place : Gwalior

Copy to:

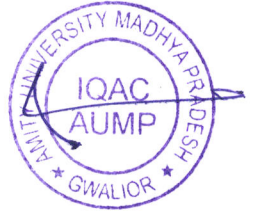
1. All members of IQAC- by email.
2. IQAC File.


Prof. (Dr.) Anil Vashisht

Director and Co-ordinator IQAC

Director - IQAC

Amity University Madhya Pradesh
Gwalior





Registrar
Amity University Madhya Pradesh
Gwalior



MINUTES OF THE MEETING

OF

INTERNAL QUALITY ASSURANCE CELL

DATE : 25 January 2022

TIME : 11:00 AM

VENUE : Zoom (Online Platform)



Appendix - A

(Refer to Para 2)

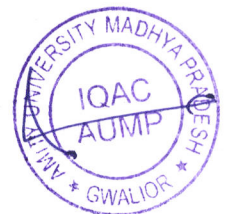
INTERNAL QUALITY ASSURANCE CELL MEETING:
25 January 2022

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Hon'ble Vice Chancellor-AUMP
Item No. 2	Ratification of Minutes of previous IQAC Meeting
Item No. 3	Approval of Annual University Quality Audit Report for 2020-21
Item No. 4	Discussion on feedback analysis and points raised by various stakeholders
Item No. 5	Quality measures adopted by the university to include :- a) New additions done/ initiatives taken in last one year by the University b) 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 NAAC progress
Item No. 8	Suggestions by members
Item No. 9	Any other item with the permission of chair


Registrar

Amity University Madhya Pradesh
Gwalior





**MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF AMITY UNIVERSITY MADHYA PRADESH,
HELD ON
25 JANUARY 2022**

1. An online meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 25 January 2022 at 1100 hours on Zoom platform. 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 the Hon'ble Vice Chancellor-AUMP**

The Hon'ble Vice-Chancellor of the University and Chairperson of IQAC opened the proceedings with his welcome speech. Underlining the purpose of IQAC as planning, guiding and implementing quality in all academic/administrative processes of the university, he stated that quality is a dynamic process, and the pandemic has changed the goals of the pedagogy as well as the evaluation system. He expressed his satisfaction and happiness to the fact that AUMP has been able to adapt to these challenges successfully. Outlining the significance of high-quality research, publications and patents, he reiterated that only the papers published in SCOPUS/SCI/Web of Science indexed journals are given weightage at AUMP. He also informed the committee about the grant of the first Patent of AUMP. He further highlighted some remarkable achievements of the University like 5-Star rating given to AUMP Hostels by FASSAI and 96 per cent placement already achieved for 2022 passing-out batches. He also suggested to conduct a mock assessment



for NAAC. Thereafter he invited Prof. (Dr.) Anil Vashisht, Director and Coordinator IQAC to take the proceedings further.

5. **Agenda Item 02: Ratification of Minutes of Previous IQAC Meeting**

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht read out the Minutes of IQAC meeting held on 09 November 2021. The statuses of the following actionable points were put up for approval:

- HOIs to ensure that all students attempt mock tests before the online exams on 25 & 26 Nov 2021 – **Achieved**
- Strict measures to be undertaken to ensure successful transition from online to hybrid/physical classes – **Achieved**
- All our alumni and other interested students to be informed about the new course M Tech (Defence Technology) to be launched at AUMP from the next academic year – **Achieved**

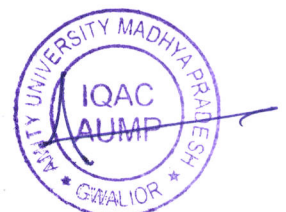
The minutes were then approved by all members.

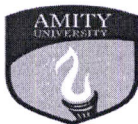
6. **Agenda Item 03: Approval of University AQAR 2020-21.**

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht, Presented a detailed Annual Quality Audit Report 2020 - 21. Major highlights of his presentation included significant contributions made by IQAC during the current year and quality enhancement outcomes achieved by the end of the academic year in terms of academic improvement, employability enhancement, placements, research, and infrastructure development. Major highlights of his presentation were:

- Developing SoP for Covid protocol for students, staff, visitors and hostellers.
- Arranging training for new joiners for optimal use of MS Teams online teaching and evaluation platform.
- Arranging training/orientation to students for Online exams (Mock test).
- Taking feedback and suggestions from academic staff to improve Pedagogy during online teaching.


Registrar





- Carrying out a detailed analysis of feedbacks and Recommendations received from all stakeholders
- Ensuring Student's Course-wise feedback and Faculty Feedback

The Annual Quality Audit Report (AQAR) constituting 7-point criteria with several key indicators under each criterion 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 2020-21 of the University was put up for Approval.

All the members of committee approved the AQAR 2020-21 in consensus. (The Report is attached Appendix – C1, C2).

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

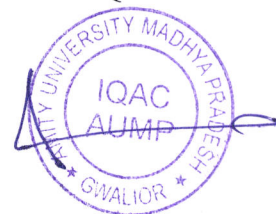
The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht presented a comprehensive report on

- 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 quality measures adopted by the university in terms of NAAC Accreditation progress review, new additions done/ initiatives taken during last one year by the University and future plan of action for next academic year were presented before the members of IQAC.


Registrar





AMITY UNIVERSITY

MADHYA PRADESH

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

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht made a presentation on new additions done and initiatives taken by the University during the past year. He highlighted the following points:

- AUMP ranked as one of the Top 2 Private Universities in Madhya Pradesh by NIRF.
- AUMP is preparing for NAAC accreditation.
- The university shifted to online mode of teaching within a week after the declaration of nationwide Lockdown.
- Successfully implemented online Exam system developed in-house by the university.
- AUMP has successfully organized its first Convocation.
- AUMP organized 43 online Webinars, 19 Seminars/Conferences, 36 workshops, 27 guest lectures and 03 FDPs.

(i) A presentation on Quality Assurance Plans of Action for the next academic year was made by Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht. Keeping in mind the areas of improvement for NAAC accreditation, he outlined the following plan of action:

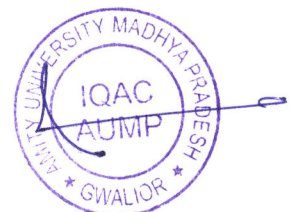
- To ensure more publications in standard reputed journals indexed in SCOPUS/Web of Science/UGC Care.
- Filing of more patents/Copy rights/concept notes.
- Submission of more projects for funding.
- To have a greater number of MOUs with reputed research labs, academic institutes and industries.

9. **Agenda Item 06: Presentation on Best Practices being followed at AUMP**

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.

6

Registrar
Amity University Madhya Pradesh
Gwalior





(i) **Academics:**

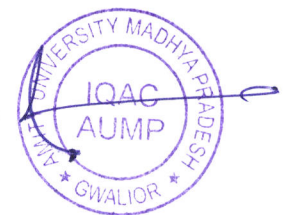
Prof. (Dr.) R.S. Tomar, Dean- Academics made a presentation on best practices being followed at AUMP in terms of academics. He covered the academic best practices in three segments - before beginning of academic session, during the academic session and after the academic session. He stressed that the academic approaches at AUMP promote the establishment and enforcement of threshold expectations in order to ensure and enhance academic achievement by monitoring, assessing, and encouraging students in a way that facilitates continuous improvement in teaching - learning process. (Printout of the presentation is attached at *Appendix – D*).


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

Dr. Swapnil Rai presented a comprehensive report on the measures implemented by the Directorate of Research and Publications (DRP) including the recording of quarterly and monthly research outcomes, the self-identified research objectives of faculty members, the guidance and encouragement of faculty members to submit research projects and the promotion of interdisciplinary project work. In addition, he presented the DRP's research metrics of the year and plans for the future. (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. Highlighting the future strategic framework, he outlined the effective automation of examination processes relating to the planning and execution of the assessments, the execution of exams, the valuation and the announcement of results. The potential features of the examination system were also illustrated, which included the online submission of question papers, online examination and evaluation. (A printout of the presentation is attached at *Appendix – F*).




7
Registrar
Amity University Madhya Pradesh
Gwalior



AMITY UNIVERSITY

MADHYA PRADESH

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

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

Dr. Rajat Pathak, Director CRC presented a detailed report on the best practices adopted by the university in terms of Industry Interaction & Placements. Sketching out the excellent placement records of the past years in terms of the number of companies visiting the campus, average CTC offered and percentage of placements, he presented a typical month-wise CRC Activity Chart and updated the IQAC members that despite the limitations imposed by the lockdown due to the pandemic, 96% of the eligible students have already been placed, and the process is still going on. (A printout of the presentation is attached at *Appendix – G*).

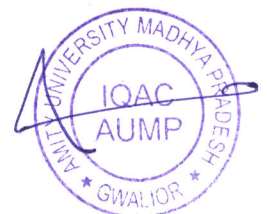
10. **Agenda Item 07: Presentation on NAAC progress:**

Dr. Santosh Sharma, Coordinator NAAC, presented a comprehensive report of the quality measures adopted by the university during the year with reference to the preparedness for the upcoming NAAC Accreditation. He presented the expected criteria wise CGPA score as follows in terms of Curricular Aspects, Teaching, Learning and Evaluation, Research, Innovations and Extension, Infrastructure and Learning Resources, Student Support and Progression, Governance, Leadership and Management as well as Institutional Values and Best Practices. He also presented on the major changes suggested by the DVV team and a roadmap on implementing them. He also informed the IQAC that all the stakeholders have been requested to update the data according to the suggestions of the DVV team. (A printout of the presentation is attached at *Appendix –H*)

11. **Agenda Item 08: Suggestions by members for improvement in Best Practices:**

- (i) Dr. K K Dwivedi Senior Vice-President, RBEF congratulated the IQAC team for excellent presentations and expressed his vision of getting 'A' grade from NAAC in the first cycle. He suggested that syllabus revision should be done regularly and should be approved by the Academic Council. To this, Hon'ble VC added that regular BOS meetings are conducted to ensure syllabus revision.
- (ii) Dr. K K Dwivedi Senior Vice-President, RBEF also suggested that Value Added subjects should be displayed in all streams clearly, as they form an important evaluation criterion


Registrar
Amity University Madhya Pradesh
Gwalior





AMITY UNIVERSITY

MADHYA PRADESH

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

under NAAC evaluation. He also suggested that Digi locker should be projected as one of the University best practices.

- (iii) Mr Sunil Shrivastava, Sr. Manager- HR, Britannia Industries Ltd., congratulated AUMP on its functioning extremely well even under the trying situations of the lockdown. Further, he suggested that the University should focus on more industry visits. He also suggested that the Summer Internships should be of longer duration.
- (iv) Prof (Dr) MP Kaushik, Hon'ble Pro VC added that the AQAR presented by the Director IQAC can become the baseline document for creating the SSR for NAAC evaluation.
- (v) Hon'ble VC added that the consultancy money generated by AUMP should be shown in AUMP's balance sheet so that the University gets an advantage in reference to the same during NAAC evaluation.

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

Making his concluding remarks, Hon'ble VC further added that the presentation of the data needs to be meticulously undertaken in order to showcase the performance of the university to ensure at least A Grade in NAAC Accreditation.

There being no other point by any member, the meeting was concluded at 1330 hrs with thanks to the Chair.

Date : 25.01. 2022

Place : Gwalior

Prof. (Dr.) Anil Vashisht

Director and Co-ordinator IQAC

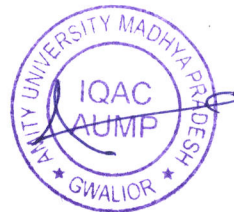
Director - IQAC

Amity University Madhya Pradesh

Gwalior

Copy to:

1. All members of IQAC- by email.
2. Registrar Office
3. IQAC File.



9

Registrar

Amity University Madhya Pradesh
Gwalior

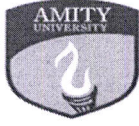


MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

DATE : 09 November 2021

TIME : 04:00 PM

VENUE : MSTeams (Online Platform)



Appendix – A

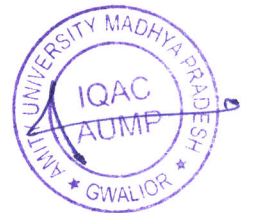
(Refer to Para 2)

INTERNAL QUALITY ASSURANCE CELL MEETING:

09 NOVEMBER 2021

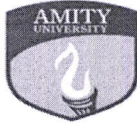
AGENDA

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Review of progress against points decided in 3 rd IQAC Meeting
Item No. 3	Discussion on End Semester exams Nov-Jan 2021
Item No. 4	Discussion on Preparedness for Physical Classes of First Year Students starting from 15 November
Item No.5	Any Other Items with the Permission of the Chair.



2


Registrar
Amity University Madhya Pradesh
Gwalior




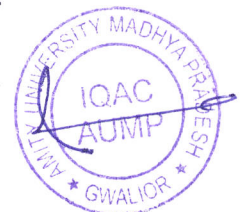
Date: 09.11.2021

**MINUTES OF THE MEETING OF INTERNAL QUALITY
ASSURANCE CELL OF AMITY UNIVERSITY MADHYA
PRADESH, HELD ON
09 NOVEMBER 2021**

1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 09 November 2021 at 1600 hours on MS Teams. 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 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 appreciated the consistent efforts being made by the University IQAC to ensure quality in all domains of functioning. Thereafter he invited Prof. (Dr.) Anil Vashisht, Director and Coordinator IQAC to take the proceedings further.
5. **Agenda Item 02: Review of progress against points decided in 3rd IQAC Meeting:**

The Director and Coordinator of IQAC, Prof. (Dr.) Anil Vashisht, Presented a detailed report on the progress against the actionable points decided in the IQAC Meeting held on 12 Aug 2021. He informed Chairman IQAC that all Institutes are working in online/hybrid mode as per the prescribed guidelines and also putting their best efforts to complete all NAAC related documents in due time.
6. **Agenda Item 03: Discussion on End Semester exams Nov-Jan 2021**

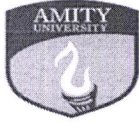

Registrar
Amity University Madhya Pradesh
Gwalior





CoE Brig. J. Matta informed that End Sem exams would commence from 29 Nov 2021 in online mode. In reference to this following information pertaining to the preparedness for the ESE were shared:

- i Detailed SoPs have been shared with all HoIs.
 - ii Mock testes for all students would be held on 25 & 26 Nov 2021.
 - iii HoIs have been requested to ensure the presence of all students in mock tests so that they become familiar with the online exam process and do not face any problem during actual exams.
7. **Agenda Item 04: Discussion on Preparedness for Physical Classes of First Year Students starting from 15 November**
- Hon'ble VC informed the committee that 1st sem students will join the university in physical mode from Monday, 15 Nov 2021. He directed for the following measures to be taken to ensure smooth functioning of the same:
- i Students should be informed about the SoP and requirement of Parents consent letter as per Govt orders.
 - ii Classes shall be held in hybrid mode if all students are not opting for offline mode.
 - iii Director-Hostels to make necessary hostel arrangements to accommodate 1st Sem students as per SoP.
8. **Agenda Item 05: Any Other Items with the Permission of the Chair**
- i. Hon/ble VC advised that in case an old visiting Faculty is hired again, his/her old Amizone account should be reactivated instead of opening a new account as this would result in payment related complications as Amizone accounts are linked with PAN and system does not allow processing of same PAN in two or more accounts.
 - ii. Maj Gen SC Jain, VSM** (Retd) informed that with Defence Sector opening up under the Aatmanirbhar Bharat and Make in India initiatives of the Government, Amity University in collaboration with Defence Research & Development Organisation (DRDO) has launched this unique program – M Tech (Defence Technology) at Noida & Gurugram campuses this year and from next year this program will be launched at



AMITY UNIVERSITY

MADHYA PRADESH

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

AUMP also. We should inform all our alumni and other interested students about this prestigious course through appropriate media.

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

Date : 09.11.2021

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.
2. IQAC File.




Registrar
Amity University Madhya Pradesh
Gwalior



AMITY UNIVERSITY

MADHYA PRADESH

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

MINUTES

MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

DATE : 12 Aug 2021

TIME : 11:00 AM

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



AMITY UNIVERSITY

MADHYA PRADESH

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

Appendix – A

(Refer to Para 2)

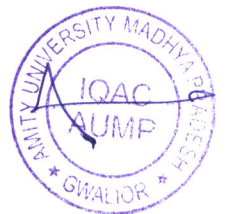
INTERNAL QUALITY ASSURANCE CELL MEETING:

12 AUG 2021

AGENDA ITEMS

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Discussion on Preparations for Raising Day 2021
Item No. 3	Discussion on Preparations for Orientation 2021
Item No. 4	Discussion on Implementation Plan of New Education Policy 2020
Item No.5	Any Other Items with the Permission of the Chair.

Registrar
Amity University Madhya Pradesh
Gwalior





AMITY UNIVERSITY

MADHYA PRADESH

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

Date: 12.08.2021

**MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL OF
AMITY UNIVERSITY MADHYA PRADESH, HELD ON
12 AUG 2021**


1. A meeting of the Internal Quality Assurance cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 12 Aug 2021 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, the internal quality assurance cell proceeded to discuss the agenda points. The details of discussion are given in the succeeding paragraphs.

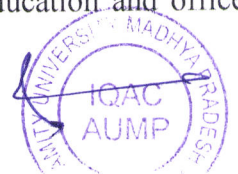
4. **Agenda Item 01: Welcome address by Chairperson-IQAC:**

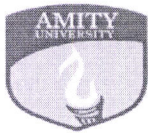
The Hon'ble Vice-Chancellor of the University and Chairperson of IQAC opened the proceedings with his welcome speech. He announced that AUMP has been adjudged the Best University in Madhya Pradesh by India Today Best Universities Ranking 2021. Expressing his happiness and congratulating all on this achievement, He advised all members to work hard and improve our position at national level. He also advised that all Faculties must register for SWAYAM/ARPIT courses for their continuous academic growth. Thereafter he invited Prof. (Dr.) Anil Vashisht, Director and Coordinator IQAC to take the proceedings further.

5. **Agenda Item 02: Discussion on Preparations for Raising Day 2021:**

Hon'ble VC advised that all deptts should coordinate to organise 11th Raising Day of the University on 18th Sept 2021. IT arrangements should be made to accommodate all students, staff and faculty of AUMP and invited guests from other campuses. This being the celebration of 10 years of institutional glory, we expect large number of dignitaries including Vice Chancellors of different Universities in India and all Amity Campuses across the world, various government officials from Ministry of Education and office


Registrar
Amity University Madhya Pradesh
Gwalior





AMITY UNIVERSITY

MADHYA PRADESH

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

bearers of RBEF to join us in the celebration. It is therefore important to make comprehensive plan to make it a memorable event for all.

6. **Agenda Item 03: Discussion on Preparations for Orientation 2021:**

Hon'ble VC advised all concerned to complete the formalities related to new admissions so that all newly admitted first year students can join the orientation program to be held on 1-2 Sept 2021 in virtual mode. He guided that the departments must get in touch with all the newly admitted students and their parents to solve any problems they might have.

7. **Agenda Item 04: Discussion on Implementation Plan of New Education Policy 2020:**

Hon'ble Vice Chancellor informed the committee that a working group has been formed to implement the New Education Policy 2020. The group is expected to study the NEP 2020 and submit a recommendation regarding methods to implement the salient features of NEP 2020 in AUMP.

8. **Agenda Item 05: Any Other Items with the Permission of the Chair**

- To help the new faculty members, Hon'ble VC advised University Amizone Coordinator to prepare a standard PPT for Amizone Manual so that all new faculty start working on Amizone ASAP.
- Hon'ble VC directed all Hols to make a detailed plan for the celebration of the Innovation Week to commemorate the birthday of Hon'ble Chancellor and Chairman Dr. Aseem Chauhan.
- Hon'ble VC advised Registrar to circulate the Group Mediciclaim Policy to all eligible beneficiaries.
- To developed the quality in academics at higher education, it is proposed to organised a webinar on "Role of IQAC in Higher Education".

There being no other point raised by any member, the meeting was concluded at 1300 hrs with thanks to the Chair.

Date : 12.08.2021

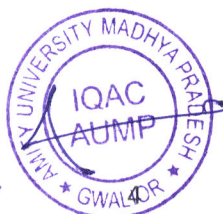
Place : Gwalior

Copy to:

1. All members of IQAC.
2. IQAC File.


Registrar

Amity University Madhya Pradesh
Gwalior




Prof. (Dr.) Anil Vashisht
Director and Co-ordinator IQAC

Director - IQAC
Amity University Madhya Pradesh
Gwalior