

AMITY UNIVERSITY

MADHYA PRADESH

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

MINUTES OF MEETING

INTERNAL QUALITY ASSURANCE CELL (IQAC)

DATE : 27 June 2023

TIME : 3:00 PM

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



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(Refer to Para 2)

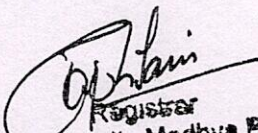
Appendix – A

INTERNAL QUALITY ASSURANCE CELL MEETING:

27 June 2023

AGENDA

Item No.	Item
Item No. 1	Welcome address by the Chairperson-IQAC
Item No. 2	Discussion on deviations raised in the data validation and verification (DVV) process for NAAC
Item No. 3	Review of preparedness for Mock NAAC inspection
Item No. 4	Discussion about the preparation and submission of faculty profile
Item No. 5	Discussion on adopting the research policy for research and development activity
Item No. 6	Discussion about the release of AQAR format for the academic year 2022-2023.
Item No. 7	Any other items with the permission of the chairperson


Registrar
Amity University Madhya Pradesh
Gwalior





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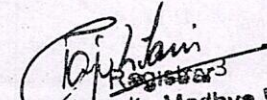
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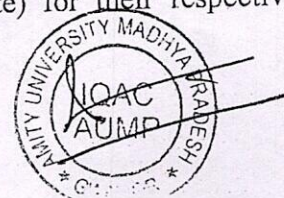
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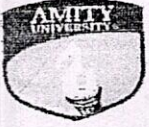
Date: 27.06.2023

MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL OF AMITY UNIVERSITY MADHYA PRADESH, HELD ON 28 JUNE 2023

1. A meeting of the Internal Quality Assurance Cell (IQAC) of Amity University Madhya Pradesh (AUMP) was held on 27 June 2023 at 15:00 hours in room no 216 C block. 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 circulated to all members and are attached in Appendix-A. The list of Members of the Internal quality assurance cell of Amity University Madhya Pradesh present in the meeting is attached as Appendix B.
3. Agenda Item 01: Welcome address by Chairperson- (IQAC)
The Hon'ble Vice-Chancellor, Chairperson IQAC opened the proceedings with his welcome speech. After formally welcoming all the members of IQAC, the meeting opened with a welcome note. The chairperson explained the purpose and relevance of agenda points to the members of the IQAC.
4. Agenda Item 02: Discussion on deviations raised in the data validation and verification (DVV) process for NAAC
The Director, IQAC informed the institutes to profoundly review the deviations raised by the NAAC portal. The documents will be prepared and validated by the directors and HODs of the respective institutions. The data included in the documents should be authenticated, reliable, and verifiable.
5. Agenda Item 03: Review of preparedness for Mock NAAC inspection
The Director, IQAC reviewed the preparedness of the individual institute for the upcoming Mock inspection for NAAC. He also requested all HOI's/HOD's to verify/update their (Internal) IQAC documents for the last five years (2017 - till date) for their respective


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institutes/department. The IQAC team will visit the individual department for verification of documents.

6. **Agenda Item 04: Discussion about the preparation and submission of faculty profile**

It was advised to each institute, that they must maintain an individual faculty profile. The faculty profile should comprise of CV of the faculty, followed by academic qualifications, research data, and academic data.

7. **Agenda Item 05: Discussion on adopting the research policy for research and development activity**

It was advised to each institute, that they must strictly follow the research policy of the University for every research and development activity. The HOIs/HODs of the respective institutes should monitor that every faculty and research scholar must follow the guidelines.

8. **Agenda Item 06: Discussion about the release of AQAR format for the academic year 2022-2023.**

The institutes were informed to start preparation of AQAR from 1 July 2022 – 30 June 2023. The latest format of AQAR will be furnished soon to the institutes. The AQAR should be filled, verified, and submitted to the IQAC cell for the internal IQAC audits.

9. **Agenda Item 07: Any Other Items with the Permission of the Chair**

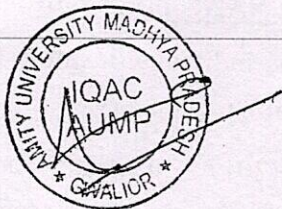
There being no other point by any member, the meeting was concluded at 16:10 hrs with thanks to the Chair.

Date : 27/06/2023

Place : Gwalior

Prof. (Dr.) Anil Vashisht
Director & Coordinator, IQAC

Director - IQAC
Amity University Madhya Pradesh
Gwalior



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