



# AMITY UNIVERSITY

MADHYA PRADESH

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

## MINUTES OF THE MEETING

OF

INTERNAL QUALITY ASSURANCE CELL

DATE : 25 January 2022

TIME : 11:00 AM

VENUE : Zoom (Online Platform)

Registrar  
Amity University Madhya Pradesh



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**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



Date: 25. 01. 2022

**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.



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- 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.

  
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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.

  
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(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*).



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**(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

  
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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

**Copy to:**

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

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