# Minutes of the Twentieth Meeting of Internal Quality Assurance Cell (IQAC), SGT University held on 10th January 2024 at 2:30pm in A Block, Room No- 306

| From: Director IQAC | To: All IQAC Members |
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| Date: 11th January 2024 | CC: Hon'ble GB, Pro-VC |

**Minutes of 20th Meeting of Internal Quality Assurance Cell (IQAC), SGT University held on 10th January 2024 at 2:30p.m. in Room A-306.**

The following members attended the meeting:

| Sr.No. | Name | Representing |
|---|---|---|
| 1. | Prof. O.P. Kalra, Vice Chancellor, SGT University | Chairman |
| 2. | Prof. Vinod Kumar, PVC Admin, SGT University | Senior Administrative Officers |
| 3. | Prof. (Dr.) Aatul Nasa PVC | |
| 4. | Dr. Joginder Yadav, Registrar, SGT University | |
| 5. | Prof. (Dr.) Brijesh Khandelwal Controller of Examination, SGT University | |
| 6. | Mr. Dilpreet Singh Chawla, Member, Governing Body | Member of Management |
| 7. | Mr. Ramesh Semwal | Sr. Manager of Account |
| 8. | Prof. (Dr.) Satish Chander Sharma, Dean FMMT | Teachers |
| 9. | Prof. (Dr.) Mukesh Sharma, Head of Molecular Lab | |
| 10. | Prof. (Dr.) Shourya Tandon, Professor FDSC | |
| 11. | Dr. Sonia Associate Professor, FPHY | |
| 12. | Prof. (Dr.) Vivek Srivastav, Dean FEAT | |
| 13. | Dr. Reshu Madan, Associate Professor, FDS, SGT University | Alumni |
| 14. | Dr. Manoj Yadav, Junior Resident, Faculty of Medicine & Health Sciences, SGT University | |
| 15. | Prof. (Dr.) Rajat Aggarwal, Dept. of Management Studies, IIT Roorkee | Employer Nominee |
| 16. | Mr. Sushil Kumar, Ex Sarpanch (Number Daar), Village-Sultanpur, Tehsil-Farukh Nagar, District-Gurugram | Member from local society |
| 17. | Dr. Jagan Nath, Former Principal, Commerce & Management Dayal Singh College, New Delhi | Special Invitee |
| 18. | Prof. (Dr.) Nishith Kumar Mishra, Director IQAC | Member Secretary |
| 19. | Dr. Priyanka Rishi, Associate Professor, FPHY | Deputy Director IQAC |
| 20. | Dr. Nithin Krishan, Associate Professor, FIMS | Associate Director IQAC |
| 21. | Prof. (Dr.) Bhoopesh Kumar Sharma, Professor, FOSC | Associate Director IQAC |
| 22. | Dr. Archana Chaudhary, Associate Professor, FOSC | Associate Director IQAC |

1. **To approve the minutes of meeting of IQAC meeting held on 18th May 2023.**
   Director IQAC presented the minutes of the 27th October 2023 meeting to the members. After discussion, the minutes were approved.

2. **To Approve Action Taken report of IQAC Meeting held on 18th May 2023** Director IQAC presented the Action taken minutes of the 27th October 2023 meeting to the members. After discussion, the minutes were approve.

3. **Submission of NIRF data by 30th January 2024 for the academic year 2022-2023**
   Director IQAC appraised that the IQAC has submitted the NIRF data as per given date and will wait for the result or any query from the NIRF. Next academic year the University will go for the all over university level NIRF raking.

1. **Submission of AISHE data by 5th February 2024 for the academic year 2022-2023**
   Director IQAC appraised that the IQAC has submitted the AISHE data on 20th March 2024 as per given extension period by AISHE. There was no query received from AISHE.

2. **Discussion on QS-I-Gauge University Ranking (Expiring on 14th March 2024)**
   A meeting was held on 16-2-2024 regarding QS-I-Gauge with Management and the following points were discussed:
   - QS-I-Gauge University Rating Audit was discussed in relation to previous QS I Band.
   - It was appraised that SGTU is looking for Platinum this time as SGTU has excelled in various parameters related to research and innovation in previous years.
   - It was emphasized by the team that without attaining Diamond in all individual criteria, Platinum is not awarded and SGTU must focus first on attaining Diamond in all criterions.
   - After reviewing previous QS I gauze audit, it was emphasized to strengthen diversity and research to a large extent.
   - It was appraised to review certain parameters of QS I Gauge rating as per the health University requirement (as SGTU is a health university- more than 65% of the courses are medical & Paramedical field).

3. **Discussion on NAAC AQAR-I (Cycle-2) data submission for the academic year 2022-2023**
   In this regards, a meeting was held on 06th March 2024 for review of data readiness for AQAR-1 submission, academic year 2022-20233. The following action points were discussed:
   - Central Coordinators to provide status updates on each criterion for AQAR-1 readiness.
   - Finalized timeline for data review by central coordinators: March 19, 2024.
   - IQAC Review Date set for March 26, 2024.
   - Final submission on SGT IQAC – AQAR portal scheduled for March 30, 2024.

4. **Preparation on academic administrative audit (AAA) for the academic year 2023-2024**

The Director of IQAC informed us that the academic administrative audit will be conducted in October 2024. The Hon'ble Vice-Chancellor will provide the names of the auditors, after which the meeting will be scheduled.

5. **Data analysis of the last 6 years starting from 2017 onwards.**

In this regard, Mr. Kundu will notify us when the data collection platform is ready for data uploads. Once it is operational, the IQAC team will upload the data from the past six years and analyze it.

The meeting concluded with vote of thanks from the Director IQAC.

**Minutes Approved by**

Prof. (Dr.) Nishith Kumar Mishra
(Director, IQAC)

# Action Taken Report for minutes of meeting of 10th January 2024

| Sr.No | Agenda | Discussion | Action Taken |
|---|---|---|---|
| 1. | Approval of Minutes of IQAC Meeting held on | Director IQAC presented the minutes of the 27thOctober May 2023 the members. After discussion, the minutes were approved. | Minutes of the meeting were approved by the members present and was circulated to all concerned. |
| 2. | Approval of Action Taken Report of IQAC Meeting (10th Jan 2024) | Director IQAC presented the Action taken minutes of the 27th October 2023 meeting to the members. After discussion, the minutes were approved | Action Taken Report was reviewed and approved by the members. |
| 3 | Submission of NIRF Data (Academic Year 2022-2023) | IQAC submitted NIRF data by 30th January 2024. Waiting for results or queries from NIRF. Plan to participate in comprehensive university-level ranking next year. | Data submitted as per the timeline. Preparing for next year's overall university-level NIRF ranking participation |
| 4 | Submission of AISHE Data (Academic Year 2022-2023) | IQAC submitted AISHE data on 20th March 2024, as per the extension provided. No queries received from AISHE. | Data submitted within the extended timeline. Awaiting feedback, if any. |
| 5 | Discussion on QS-I-Gauge University Ranking (Expiring 14th March 2024) | Meeting held on 16th February 2024. Aimed for Platinum rating, focusing on attaining Diamond in all criteria. Emphasized enhancing diversity and research parameters. | Review parameters aligned with health university needs. Focused on improving diversity and research criteria. |
| 6 | NAAC AQAR-I (Cycle-2) Data Submission (Academic Year 2022-2023) | Meeting held on 6th March 2024 to review data readiness. Final timeline set for data review by 19th March and submission by 30th March 2024. | Data review conducted by central coordinators. Submission scheduled for March 30, 2024. |
| 7 | Preparation for Academic Administrative Audit (AAA) (Academic Year 2023-2024) | Audit scheduled for October 2024. Awaiting the Hon'ble Vice-Chancellor's approval for the list of auditors. | Meeting to be scheduled after receiving auditor names. Preparations ongoing. |
| 8 | Data Analysis for the Last 6 Years (2017 Onwards) | Mr. Kundu to notify when the data collection platform is ready. IQAC team will upload and analyze the data for actionable insights. | Awaiting platform readiness. Analysis and action report preparation to follow. |