

**Minutes of Meeting
of IQAC
2023-24**

Minutes of Meeting of IQAC (2023-24)

S.No.	Detail	Date
1	29 th Meeting of IQAC	December 29, 2023
2	28 th Meeting of IQAC	August 18, 2023

29th Meeting of IQAC

Date: December 29, 2023

Office of the Internal Quality Assurance Cell (IQAC)
IFTM University, Moradabad

Minutes of the 29th Meeting of Internal Quality Assurance Cell (IQAC) held on December 29, 2023 (Friday) at 12:30 PM in the Board Room, Shankar Bhawan, IFTM University, Moradabad.

Following members were present in the IQAC meeting:

1. Prof. Mahendra Prasad Pandey	Chairman
2. Dr. Rahul Kumar Mishra	Member
3. Dr. Vaibhav Trivedi	Member
4. Dr. Navneet Verma	Member
5. Dr. Nisha Agarwal	Member
6. Dr. B. K. Singh	Member
7. Dr. Sushil Kumar	Member
8. Dr. Manoj Kumar	Member
9. Dr. Tanzeel Ahmad	Member
10. Dr. Virendra Singh	Member
11. Dr. Arun Kumar Mishra	Member
12. Dr. Ashish Kumar Saxena	Member
13. Ms. Ritika Saxena	Member
14. Mrs. Manju Kothiwari	Member
15. Dr. Sanjeev Agrawal	Member
16. Dr. Anuj Srivastava	Member
17. Dr. Kushal Pal Singh	Member
18. Dr. B.K. Rajput	Member
19. Shri Abhinav Kothiwari	Member
20. Mr. K K Bansal	Member
21. Dr. Sanjay Arora	Member
22. Mr. Navneet Mehta	Member
23. Mr. Vineet Kumar Agarwal	Member
24. Dr. K. K. Pande	Member
25. Prof. Rakesh Kumar Yadav	Director, IQAC

Dr. Shyam Bihari Mishra, Dr. Raj Kumari Singh, Mr. Prasoon Tiwari and Mr. Pankaj Sharma were not present in the meeting due to pre occupied assignments.

The meeting began with the warm welcome extended to all the members by the Prof. Mahendra Prasad Pandey (Chairman) and after that Prof. Rakesh Kumar Yadav, Director, IQAC placed the agenda points of the 29th meeting of IQAC.

IQAC-XXIX (01): To confirm the minutes of the last meeting.

Resolution: As there were no remarks, the minutes of the last meeting of the IQAC held on 18th August 2023 were confirmed by the members. (Annexure-1)




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IQAC-XXIX (02): To take note of the action taken report (ATR) of the last meeting.

Resolution: The members took note of the action taken on the decisions made during the last meeting of IQAC held on 18th August 2023. (Annexure-2)

IQAC-XXIX (03): To apprise the members about the NAAC result of 2nd cycle.

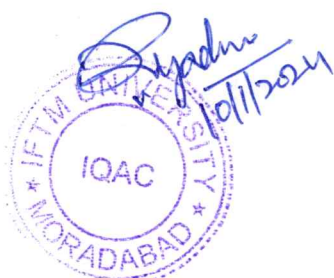
Resolution: Prof. Rakesh Kumar Yadav, Director IQAC apprised the members that the IFTM University has been accredited with GRADE "A" and CGPA 3.14 on 4 point scale by the National Assessment and Accreditation Council (NAAC) in the Cycle II. Prof. M. P. Pandey, Vice Chancellor and Chairman of IQAC congratulated and appreciated the efforts of all the members/employees of the University to achieve this milestone. He also thanked to all stakeholders like members of Governing body, Executive council, Parents, Alumni and Recruiters for providing their support during the process of NAAC. (Annexure-3)

IQAC-XXIX (04): To discuss the Recommendations given by the NAAC Peer Team.

Resolution: The Director IQAC discussed the recommendations provided by the NAAC peer team to enhance the quality of academic and administrative processes of the University. The Vice Chancellor advised to Monitoring Committee to thoroughly review each recommendation and develop an action plan for their implementation for promoting a culture of continuous improvement and accountability in line with the NAAC recommendations. Prof. K. K. Pande, an external member of IQAC suggested to focus on the resource mobilization, get funds from Government organisations for research. He also suggested to focus more to get NIRF rank in upcoming years. He advised to continue improvements in every field and overcome the weaknesses observed by the NAAC Peer Team. (Annexure-4)

IQAC-XXIX (05): To apprise the members about the Academic & Administrative Audit (AAA) of the Session 2022-23.

Resolution: The Director, IQAC informed that the Academic & Administrative Audit (AAA) of the year 2022-23 have been done from 16th – 30th November, 2023. The Director, IQAC also informed the members that from next academic year, one external expert would be included in the team of auditors for AAA. (Annexure-5)




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IQAC-XXIX (06): To discuss about the implementation of MOOCs in all UG programmes and PG programmes.

Resolution: The Director IQAC informed about the UGC guidelines to incorporate Massive Open Online Courses (MOOCs) to enrich the academic experience and provide students with access to a broader spectrum of learning choices and resources. Prof. K. K. Pande suggested to allow few international MOOC courses (if any) in PG programmes along with NPTEL/SWAYAM. The Vice Chancellor advised the Monitoring Committee to explore the possibilities to implement the same from next session. He also informed to Registrar to put the agenda in Academic Council meeting.

IQAC-XXIX (07): To review the research progress i.e. research publications, patents, startups etc. during the year 2023.

Resolution: The Director IQAC presented the research progress for the year 2023. The Vice Chancellor directed all Directors to motivate their faculty members and research scholars for publishing their research papers in Scopus/Web of Science journals or in high impact factor journals of UGC CARE List. He also suggested to increase the number of patents and apply in Government funded projects. He instructed to publish atleast 2 paper per faculty in each semester and 1 patent per faculty in a year. **(Annexure-6)**

IQAC-XXIX (08): To discuss about to upgrade skills of faculty members.

Resolution: The Vice Chancellor suggested to organise Faculty Development Programmes (FDPs) and workshops for faculty members to enhance teaching pedagogy, research capabilities, and overall academic excellence.

IQAC-XXIX (09): To discuss providing more exposure towards experiential learning in students.

Resolution: The external member, Mr. Vineet Kumar Agarwal suggested to organize more industrial visits and field visits for the students so that they can meet industry leaders and professionals. In addition, he mentioned that industrial visits bridge the gap between theoretical learning and practical exposure to the students to identify the inputs and outputs for different business operations and processes performed at the work place. He also suggested to introduce new courses on robotics, internet of things, artificial intelligence, SAPs. Dr. Sanjay Arora, external member of IQAC suggested to discuss the success stories of Alumni of IFTM University to the students to encourage them to share innovative approaches




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and suggestions for overcoming challenges. The Director IQAC informed that we have the provision of summer internships/winter internships/industry projects, etc in the curriculum of all PG programmes offered by the University.

Mr. K.K. Bansal, Director, Training & Placement advised to include the provision of orientation programmes for students from the experts of industry and academia for developing soft skills among the students.

IQAC-XXIX (10): To discuss the status of strategic plan 2018-2023 and present the draft copy of the strategic plan (2024-2029) of the University.

Resolution: The Director IQAC discussed the status of strategic plan 2018-2023 by providing a brief overview of the strategic plan for 2018-2023 and its significance in the context of the University's goals. He informed the status/progress made towards each objective, highlighting achievements and milestones touched and informed that the University achieved all the goals of the strategic plan 2018-2023. The Vice Chancellor appreciated the efforts to achieve all the goals of the strategic plan 2018-2023 and said that this strategic plan helped the University in achieving NAAC 'A' grade.

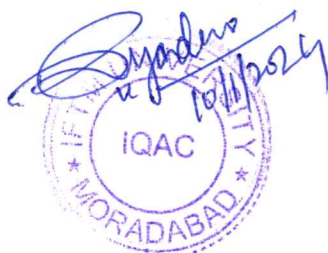
Further, The Director IQAC presented the draft copy of strategic plan 2024-2029 of the University and thoroughly discussed to align with the University's long-term objectives, emphasizing academic excellence, research, innovation, and overall development. The Vice Chancellor suggested that to circulate draft copy of the strategic plan 2024-2029 to all the members for their valuable feedbacks and then finalize the strategic plan 2024-2029 in the Academic Council meeting.

(Annexure- 7A & 7B)

IQAC-XXIX (11): Any other matter of concern with the permission of chair.

Resolution: No any other matter of concern.

The meeting ended with the vote of thanks proposed by Prof. Rakesh Kumar Yadav, Director, IQAC.




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ACTION TAKEN REPORT

The following actions have been taken as per agenda and the suggestions given in the 28th IQAC meeting which was held on 18th August 2023.

S. No.	Agenda / Suggestions of the Meeting	Action Taken
1	To confirm the minutes of the last meeting.	The minutes of the last meeting of the IQAC held on 28.06.2023 were confirmed by the members and the same have been circulated to all the members.
2	To take note of the action taken report (ATR) of the last meeting.	The members took note of the action taken on the decisions made during the last meeting of IQAC and the same have been circulated to all the members.
3	To apprise the members about the successful completion of NAAC Peer Team Visit.	Informed about the successful completion of NAAC Peer Team Visit which was held from 31.07.2023 to 02.08.2023
4	To apprise the members about the progress of AQAR 2022-23 and preparing for UGC 12B status.	Informed about the progress for AQAR 2022-23 and preparation for UGC 12B status.
5	To conduct the Academic & Administrative Audit (AAA) for the Session 2022-23.	The Academic & Administrative Audit (AAA) was conducted in the month of November and the analysis along with ATR have been uploaded on website. Although this time all internal auditors conducted the Academic & Administrative Audit but from next year External auditors will also be included in the team of auditors.
6	To discuss Academic Calendar for the Session 2023-24.	Academic Calendar for the Session 2023-24 has been approved with some minor changes.
7	To apprise the members about the feedback of all the stakeholders.	The feedback of all the stakeholders found satisfactory and the analysis along with ATR have been uploaded on website.
8	To review new benchmarks introduced by the NAAC.	Members discussed the action plan for complying new benchmarks introduced by the NAAC.
9	To facilitate more experiential learning to the students by organizing industrial visits, field visits and other special activities.	The Vice Chancellor suggested to organize more industrial visits and field visits for the students on regular basis.(Students of BCA, MCA, B.Tech CSE, B.Tech Civil, B.Tech Mechanical Engineering, MBA visited DUCAT, Noida, Students of B.Ed., M.Ed., Integrated Education visited APS Inter College, Khempur, AM Inter

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		College, Hasanpur Kala, HS Inter College, Pallapura Ghosi for their Experiential Learning.)
10	To conduct more Conferences and Seminars, organize professional development programmes for teaching and non-teaching staff.	The Vice Chancellor encouraged all the Directors to conduct such programmes. Two ICSSR-NRC sponsored National seminar have been held in School of Social Sciences on the topic National Education Policy 2020: Nation Building Prospective on October 5-6, 2023 and in School of Business Management on the topic Prospects of India Towards Economic Integrity of G20: Current Landscapes and Future Possibilities on December 8-9, 2023.
11	To discuss about the status of Strategic Plan (2018-2023).	Director IQAC discussed the various fields where there is need to improve or continuing to improve for achieving the strategic goals.
12	To approve the list of nodal officers of IQAC from Schools for the Session 2023-24.	All the Directors approved the name of nodal officers of their respective School.
13	To comprehensively review and discuss the annual report of the University of the Session 2022-23.	The annual report was found satisfactory but the Vice Chancellor suggested the directors to enhance the publications and research.
14	Any other matter with the permission of the chair.	There was no other matter of concern.

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28th Meeting of IQAC

Date: August 18, 2023

Office of the Internal Quality Assurance Cell (IQAC)
IFTM University, Moradabad

Minutes of the 28th Meeting of Internal Quality Assurance Cell (IQAC) held on August 18, 2023 (Friday) at 3:00 PM in the Board Room, Shankar Bhawan, IFTM University, Moradabad.

Following members were present in the IQAC meeting:

1. Prof. Mahendra Prasad Pandey	Chairman
2. Dr. Rahul Kumar Mishra	Member
3. Dr. Nisha Agarwal	Member
4. Dr. Vaibhav Trivedi	Member
5. Dr. B. K. Singh	Member
6. Dr. Shyam Bihari Mishra	Member
7. Dr. Raj Kumari Singh	Member
8. Dr. Navneet Verma	Member
9. Dr. Sushil Kumar	Member
10. Dr. Arun Kumar Mishra	Member
11. Dr. Tanzeel Ahmad	Member
12. Dr. Manoj Kumar	Member
13. Dr. Virendra Singh	Member
14. Dr. Ashish Kumar Saxena	Member
15. Ms. Ritika Saxena	Member
16. Mrs. Manju Kothiwari	Member
17. Dr. Sanjeev Agrawal	Member
18. Dr. Anuj Srivastava	Member
19. Dr. Kushal Pal Singh	Member
20. Dr. B.K. Rajput	Member
21. Shri Abhinav Kothiwari	Member
22. Mr. K K Bansal	Member
23. Dr. Sanjay Arora	Member
24. Mr. Navneet Mehta	Member
25. Prof. Rakesh Kumar Yadav	Director, IQAC

Mr. Vivek Kumar, Mr. Prasoon Tiwari and Mr. Naseem Siddiqui were not present in the meeting due to pre occupied assignments.

The meeting began with the warm welcome extended to all the members by the Prof. Mahendra Prasad Pandey (Chairman) and after that Prof. Rakesh Kumar Yadav, Director, IQAC placed the agenda points of the 28th meeting of IQAC.

IQAC-XXVIII (01): To confirm the minutes of the last meeting.

Resolution: As there were no remarks, the minutes of the last meeting of the IQAC held on 28th June 2023 were confirmed by the members. (Annexure-1)


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IQAC-XXVIII (02): To take note of the action taken report (ATR) of the last meeting.

Resolution: The members took note of the action taken on the decisions made during the last meeting of IQAC held on 28th June 2023. **(Annexure-2)**

IQAC-XXVIII (03): To apprise the members about the successful completion of NAAC Peer Team Visit.

Resolution: Prof. Rakesh Kumar Yadav, Director IQAC apprised the members about the successful completion of NAAC Peer Team Visit which was held from 31-07-2023 to 02-08-2023. The Vice Chancellor congratulated and appreciated the efforts of all the members/employees of IFTM University in making the event successful. He also thanked to all stakeholders like members of Governing body, Executive council, Parents, Alumni and Recruiters for providing their support during the NAAC peer team visit.

IQAC-XXVIII (04): To apprise the members about the progress of AQAR 2022-23 and preparing for UGC 12B status.

Resolution: Director IQAC apprised the members about the preparation of AQAR 2022-23 and all Directors assured their cooperation in the same. As it is mandatory to fill AQAR every year, therefore, the data for all 7 criteria are required from all schools. He also informed that NAAC peer team asked to apply the UGC 12B status as soon as possible, therefore the IQAC is compiling datasheet as per the format of UGC 12B application and hopefully it would be submitted soon. The Vice Chancellor asked all the directors to provide the data as required by IQAC.

IQAC-XXVIII (05): To conduct the Academic & Administrative Audit (AAA) for the Session 2022-23.

Resolution: Director IQAC informed that the Academic & Administrative Audit (AAA) of the year 2022-23 shall be done in the month of November 2023. The Vice Chancellor advised to include one external expert in the team of Auditors for Academic & Administrative Audit (AAA) and also instructed the Directors to take note of it and prepare accordingly in their Schools.

IQAC-XXVIII (06): To discuss Academic Calendar for the Session 2023-24.

Resolution: Director IQAC discussed the tentative academic calendar for the Session 2023-24. The academic calendar, encompassing important academic dates, holidays, class schedules, and other significant academic events, be deliberated upon and finalized. The Vice Chancellor


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directed that the finalized academic calendar for the Session 2023-24 be approved by the appropriate academic bodies and be communicated by Registrar office to all stakeholders for implementation and adherence. **(Annexure 3)**

IQAC-XXVIII (07): To apprise the members about the feedback of all the stakeholders.

Resolution: The Director IQAC informed the members about the collection & analysis of Feedback for 2022-23. He informed about the number of participants for various stakeholders as per the following table:

S. No.	Stakeholders	Count
1.	Student	2073
2.	Teacher	487
3.	Alumni	405
4.	Employer	547

He said that the feedback was collected for the session 2022-23 and analyzed by IQAC. The same has been informed to Director of all school and uploaded on website. **(Annexure 4)**

IQAC-XXVIII (08): To review new benchmarks introduced by the NAAC.

Resolution: Prof. Rakesh Kumar Yadav, Director IQAC presented the new benchmarks and guidelines introduced by NAAC. Further, he discussed the action plan for complying new guidelines. The Vice Chancellor advised to all Directors to proceed as per the new guidelines of NAAC. All Directors assured their cooperation in the same. **(Annexure 5)**

IQAC-XXVIII (09): To facilitate more experiential learning to the students by organizing industrial visits, field visits and other special activities.

Resolution: The Vice Chancellor suggested to organize more Industrial visits and field visits for the students so that they can meet industry leaders and professionals. In addition, he also mentioned that industrial visits bridge the gap between theoretical learning and practical exposure to the students to identify the inputs and outputs for different business operations and processes performed at the work place.


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IQAC-XXVIII (10): To conduct more Conferences and Seminars, organize professional development programmes for teaching and non-teaching staff.

Resolution: The Vice Chancellor encouraged all the Directors to conduct more conferences, seminars and workshops in order to bring people with common interest together and discuss issues and ideas relating to a specific topic. He also emphasized to conduct more professional development programmes for the teaching and non-teaching staff for improving the academic and intellectual environment in the University.

IQAC-XXVIII (11): To discuss about the status of Strategic Plan (2018-2023).

Resolution: Director IQAC apprised the members about the progress status of the various strategic goals of the strategic plan. Further he discusses the various fields where there is need to improve or continuing to improve for achieving the strategic goals. (Annexure 6)

IQAC-XXVIII (12): To approve the list of nodal officers of IQAC from Schools for the Session 2023-24.

Resolution: Director IQAC requested the Directors to approve the list of nodal officers of IQAC for the Session 2023-24. All the Directors approved the name of nodal officers of their respective School. (Annexure 7)

IQAC-XXVIII (13): To comprehensively review and discuss the annual report of the University of the Session 2022-23.

Resolution: Director IQAC placed the draft annual report of the University of the Session 2022-23 for review and discuss the key achievements, activities during the year, etc. The Vice Chancellor advised to all Directors to review the annual report thoroughly and revert back to the IQAC for any corrections or addition. All Directors assured their cooperation in the same.

(Annexure 8)




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IQAC-XXVIII (14): Any other matter of concern with the permission of chair.

Resolution: Prof. Manoj Kumar asked about the result of NAAC PTV, the other members were also eager to know about it. The Vice Chancellor informed that there is no update from NAAC office. He asked all to wait and hope for good grade and score till the result is declared.

The meeting ended with the vote of thanks proposed by Prof. Rakesh Kumar Yadav, Director, IQAC.




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IFTM UNIVERSITY, MORADABAD**Tentative Academic Calendar of Odd Semester (2023-24)**

S. No.	Particulars	Date & Day
1.	Commencement of Classes (III/V/VII/IX Semesters)	July 24, 2023 (Monday)
2.	Induction/Commencement of Classes: I Semester/year Students	September 01, 2023 (Friday)
3.	1 st Class Tests (Semester I/ III/V/VII/IX)	October 03, 2023 (Tuesday) to October 10, 2023 (Thursday)
4.	Last Date of Submission for Odd Semester Fee	October 31, 2023 (Tuesday)
5.	2 nd Class Tests for semester programme (I/III/V/VII/IX/ 1 st Class Tests for annual programme (I & II year)	November 01, 2023 (Wednesday) to November 08, 2023 (Wednesday)
6.	Make-up Class Tests (OPTIONAL) of the semester & annual courses	November 09, 2023 (Thursday) to November 10, 2023 (Friday)
7.	Last date of Submission of Enrolment Form by I Semester /Year Students	November 17, 2023 (Friday)
8.	End Semester Practical Examinations	November 20, 2023 (Monday) to November 28, 2023 (Tuesday)
9.	End Semester Theory Examinations	November 30, 2023 (Thursday) to December 22, 2023 (Friday)
10.	Declaration of Final Results	December 26, 2023 (Tuesday)
11.	Commencement of Classes Even Semester (2022-23)	January 01, 2024 (Monday)