



Office of the IQAC

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)

Ph. 0121-2439578, 2439052, 3058031, 3058032/Extn: 2426, Telefax: 0121-2439067

E-mail: iqac@subharti.org, Website: www.subharti.org



Ref. No.: SVSU/2020/IQAC/M-33

Dated: 21st September, 2020

Meeting Notice

This is to inform you that the Meeting of the Internal Quality Assurance Cell (IQAC) of Swami Vivekanand Subharti University, Meerut is scheduled to be held on 25th September, 2020 at 10:30 AM in VC Conference Hall of the University.

You are therefore requested to kindly make it convenient to attend the meeting. The following agendas shall be discussed in the meeting of IQAC:

- Agenda Item No: 1: Apprise the minutes of IQAC Meeting held on 04th July, 2020.
- Agenda Item No: 2: Review the Action Taken Report (ATR) of IQAC meeting held on 04th July, 2020.
- Agenda Item No: 3: Updation of NAAC-DVV with the inclusion of 2019-2020 Data.
- Agenda Item No: 4: Organize Professional Development Programmes for Faculty Members and Non-teaching Staff.
- Agenda Item No: 5: Amendment of Existing Policies as per the requirement.
- Agenda Item No: 6: Documentation for Research Database including Seed money, Data, Grants from different resources and policy documents.
- Agenda Item No: 7: Conduct programme on Code of Conduct for administrators and non-teaching staff members of the University.
- Agenda Item No: 8: Monitor the functioning of Entrepreneurship Development Cell and Training & Placement Cell.
- Agenda Item No: 9: Establishment of functional linkages and MoUs for Students, Scholars and Teachers.



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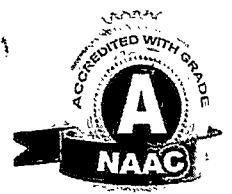
Agenda Item No: 10: Any other point of discussion with the permission of Chair.

All the IQAC members & special invitees are requested to be seated sharp at 10:15 AM.


IQAC Director/Coordinator

Copy to:

- Hon'ble Vice Chancellor
- Chief Executive Officer
- Registrar
- All Members of IQAC
- Finance Officer
- Dr. Mukul (Joint Director, CRIC)
- Mr. Syed Zafar Hussain (Additional Registrar)



Ref. No.: SVSU/2020/IQAC/M-34

Dated: 29th September, 2020

MINUTES OF THE MEETING

A meeting of "Internal Quality Assurance Cell (IQAC)" was held on 25th September, 2020 at 10:30 AM in Vice Chancellor Conference Hall, Vice Chancellor Office, University Campus, Subhartipuram, Meerut.

Dr. V. P. Singh, Hon'ble Vice Chancellor and Chairperson of the IQAC welcomed all present members of the committee and following agenda points were discussed.

The list of present and absent IQAC members is attached as an annexure. (*Annexure 1*)

Agenda Item No: 1: Apprise the minutes of IQAC Meeting held on 04th July, 2020.

Resolution: The minutes of the meeting held on 04th July, 2020 were confirmed. (*Annexure 2*)

Agenda Item No: 2: Review the Action Taken Report (ATR) of IQAC meeting held on 04th July, 2020.

Resolution: Action Taken Report was noted and approved. (*Annexure 3*)

Agenda Item No: 3: Updation of NAAC-DVV with the inclusion of 2019-2020 Data.

Resolution: IQAC briefed the House that University is going for the 2nd Cycle of NAAC in 2021 where 5 years data would be uploaded and documented.

The Chairman of the IQAC suggested to all HOIs and HODs to fill the last 5 years data within the NAAC prescribed DVV which has already been circulated by IQAC to all the respective Faculties and Departments and recommended to prepare the related documents respectively.

Agenda Item No: 4: Organize Professional Development Programmes for Faculty Members and Non-teaching Staff.

Resolution: The house was informed that there is need to organize some programs specific to Plagiarism and Intellectual Property Rights. All the respective HOI's/HOD's were requested to encourage the



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Faculty Members as well as non-teaching staff to register their innovative ideas in the form of patent or copyright. It was discussed that under the aegis of IQAC, Dr. Vaibhav Goel Bhartiya, Principal, Faculty of Law will organize Online Workshop on IPR and Dr. Sudhir Tyagi, Head, Department of LIS will to organize Workshop on Plagiarism for both teaching and Non-teaching Staff members of the University.

Agenda Item No: 5: Amendment of Existing Policies as per the requirement

Resolution: The Chairman of the IQAC directed the Registrar that there is need to review all the existing policies of the University as per the updated notifications released during Academic Year 2019-2020.

Agenda Item No: 6: Documentation for Research Database including Seed money Data, Grants from different resources and policy documents.

Resolution: Dr. Mukul, Joint Director, Central Research Incubation Center, SVSU was suggested to review the existing Research Policy and University Code of Ethics for Research documents for desired modifications. It was also stated that he needs to prepare all the necessary documents related to Seed Money Data, external Grants from various government/non government Agencies.

Agenda Item No: 7: Conduct programmes on Code of Conduct for administrators and non-teaching staff members of the University.

Resolution: IQAC informed the House that awareness on the Code of Conduct of University is must for all the students, teaching, non-teaching and administrative staff of the University and also an important requirement of NAAC documentation. So the Chairperson of IQAC directed Mr. Sayed Zafar Hussain, Additional Registrar, to organize programs on updated Code of Conduct for administrators and non-teaching staff members of the University as for students and teachers the programs were already organized during Orientation Programme and Teacher's Day Celebration.



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Agenda Item No: 8: Monitor the functioning of Entrepreneurship Development Cell and Training & Placement Cell.

Resolution: IQAC informed the House that the reports of Entrepreneurship Development Cell and Training & Placement Cell are essential documents of NAAC. The Director of both Cells, Dr. R. K. Ghai was suggested to complete reports of Cells activities and submit it to IQAC for the further approval in Academic & Executive Councils.

Agenda Item No: 9: Establishment of functional linkages and MoUs for Students, Scholars and Teachers.

Resolution: The Chairperson of IQAC recommended to all HOIs and HODs to focus on the establishment and functioning of linkages and MoUs for Students, Scholars and Teachers for field visits, project work and internship.

Agenda Item No: 10: Any other point of discussion with the permission of Chair.

Resolution: No other point was taken into consideration in the meeting.

The meeting ended with the thanks to the Chair.


Coordinator, IQAC


Director, IQAC


Chairperson, IQAC



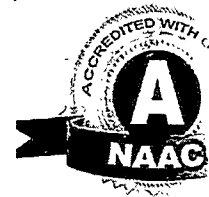
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Ref. No.: SVSU/2020/IQAC/M-35

Dated: 20th November, 2020

Action Taken Report of the IQAC Meeting

Held on 25th September, 2020

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 25th September, 2020 at 10.00 AM in Vice Chancellor Conference Hall, Swami Vivekanand Subharti University, Meerut. The meeting was chaired by the Hon'ble Vice Chancellor Prof. (Dr.) V.P. Singh. The agendas of the meeting with the discussion and suggestions were taken up in the minutes of meeting circulated on 29th September, 2020 by IQAC.

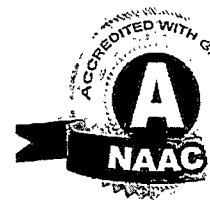
The main discussions of the meeting and the action taken are as follows:

Agendas	Discussion and Resolution	Action Taken
1. Confirm the meeting of IQAC meeting held on 4 th July, 2020.	The minutes of the meeting held on 4 th July, 2020 were confirmed.	Noted
2. Action Taken Report (ATR) of IQAC meeting held on 4 th July, 2020.	Action Taken Status of the meeting noted and approved.	Noted
3. Updation of NAAC-DVV with the inclusion of 2019-2020 Data.	IQAC suggested to all HOIs and HODs to fill the last 5 years data within the NAAC prescribed DVV which already been circulated by IQAC to all the respective Faculties and Departments and also recommended to prepare the related documents respectively.	Noted and All Faculties and Departments have been submitted their updated DVVs to IQAC office and the respective documents are under process of finalization.
4. Organize Professional Development Programmes for	It was discussed that under the aegis of IQAC, Dr. Vaibhav Goel Bhartiya, Principal, Faculty of Law would plan to organize Online	Noted and Workshops on IPR and Plagiarism have been organized and conducted successfully by



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Faculty Members and Non-teaching Staff.	Workshop on IPR and Dr. Sudhir Tyagi, Head, Department of LIS would plan to organize Workshop on Plagiarism for both teaching and Non-teaching Staff members of the University.	the concerned authorities under the aegis of IQAC.
5. Amendment of Existing Policies as per the requirement.	The Chairman of the IQAC recommended to the Registrar that there is need to review all the existing policies of the University as per the updated notifications released during Academic Year 2019-2020.	Noted and under the process of Registrar Office.
6. Documentation for Research Database including Seed money Data, Grants from different resources and policy documents.	Dr. Mukul, Joint Director, Central Research Incubation Center, SVSU was suggested to review the existing Research Policy and University Code of Ethics for Research documents for the required modifications. It was also stated that he needs to prepare all the necessary documents related to Seed Money Data, Grants from outsource Agencies.	Noted and under the consideration of Dr. Mukul, Joint Director, Central Research Incubation Center, SVSU with the suggestive support of Dr. Vijay Wadhwan, Pro Vice Chancellor to prepare the necessary documents.
7. Conduct programmes on Code of Conduct for administrators and non-teaching staff members of the University.	IQAC directed Mr. Sayed Zafar Hussain, Additional Registrar, to organize programmes on updated Code of Conduct for administrators and non-teaching staff members of the University	Noted and programmes on updated Code of Conduct for administrators and non-teaching staff members of the University have been successfully conducted.
8. Monitor the functioning of Entrepreneurship Development Cell and Training &	The Director of both Cells, Dr. R. K. Ghai was suggested to complete reports of Cells activities and submit it to IQAC for the further approval in A & E Councils.	Noted. Reports of EDC cell have been received by IQAC via mail.



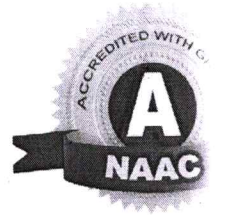
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Placement Cell.		
9. Establishment of functional linkages and MoUs for Students, Scholars and Teachers	It was recommended to all HOIs and HODs to focus on the establishment and functioning of linkages and MoUs for Students, Scholars and Teachers for field visits, project work and internship.	Noted. All the HOIs and HODs are working effectively to make all MoUs feasible and functional.
10. Any other point of discussion with the permission of Chair	No other point is taken into consideration.	


Coordinator, IQAC


Director, IQAC


Chairperson, IQAC