



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

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Ref. No.: SVSU/2020/IQAC/M-36

Dated: 24th November 2020

IQAC-Meeting Notice

Meeting of the "Internal Quality Assurance Cell (IQAC)" is scheduled to be held on Saturday, 28th November 2020 at 10:00 AM in Vice Chancellor Conference Hall, Swami Vivekanand Subharti University, Meerut.

The Following agendas shall be discussed during the IQAC meeting:

- | | |
|-----------------------------|-------------------------------------------------------------------------------------------------------|
| Agenda Point No.: 1: | Confirm the Minutes of IQAC meeting held on 25 th September 2020. |
| Agenda Point No.: 2: | Action Taken Report (ATR) of IQAC meeting held on 25 th September 2020. |
| Agenda Point No.: 3: | Identify and Start of new Fellowship and Certification Programmes specific to the Disciplines. |
| Agenda Point No.: 4: | Updation of Student's files with necessary documents. |
| Agenda Point No.: 5: | Discussion on withdrawal Seedmoney Proposals. |
| Agenda Point No.: 6: | Establishment of Virtual Simulation Laboratory |
| Agenda Point No.: 7: | Assessment of online Feedback of Stakeholders on Curriculum for the Annual Feedback Report 2019-2020. |
| Agenda Point No.: 8: | Conduction of Internal Academic and Administrative Audit for 2019-2020. |
| Agenda Point No.: 9: | Any other point of discussion with the permission of Chair. |

All IQAC members and NAAC Coordinators are requested to be seated sharp at 09:45 AM.


Director IQAC

Copy to:

- Hon'ble Vice Chancellor
- Registrar
- All Members of IQAC
- All Head of Institutions to attend the meeting as special invitee



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Ref. No.: SVSU/2020/IQAC/M-37

Dated: 4th December, 2020

MINUTES OF THE MEETING

A meeting of "Internal Quality Assurance Cell (IQAC)" was held on 28th November 2020 at 10:00 AM in Vice Chancellor Conference Hall, Swami Vivekanand Subharti University, Meerut.

Dr. V. P. Singh, Hon'ble Vice Chancellor and Chairperson of the IQAC welcomed all members of the House and the following agendas were taken for discussion and resolution.

The list of all present members in the IQAC meeting is attached as an annexure. (*Annexure 1*)

Agenda No.: 1: Confirm the meeting of IQAC held on 25th September 2020.

Discussion and Resolution: The minutes of the meeting held on 25th September 2020 were confirmed. (*Annexure 2*)

Agenda No.: 2: Action Taken Report (ATR) of IQAC meeting held on 25th September 2020.

Discussion and Resolution: Action Taken Status of the meeting noted and approved. (*Annexure 3*)

Agenda No.: 3: Identify and Start of new Fellowship and Certification Programs.

Discussion and Resolution: The Chairman of the IQAC recommended to all HOIs and HODs to identify the areas within their respective disciplines to start new Fellowship and Certification Programs as per the need of the emerging society.

Agenda No.: 4: Documents of the students from other states and other countries.



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Discussion and Resolution:

IQAC informed the house that document verification is a strategic process while processing for NAAC accreditation, and the student's related data plays a vital role among all the documents. It was discussed and suggested that all the students' file would be updated and maintained based on the checklist provided to all the faculties and departments from the registrar office.

Agenda No.: 5:

Withdrawal of seed money proposals.

Discussion and Resolution:

The Chairperson of IQAC suggested to all HOIs and HODs to follow-up the research proposals submitted for seed money and discussed regarding the Faculty Members who have withdrawn their research proposals after sanctioning of seed money so that corrective measures can be taken to continue with these projects.

Agenda No.: 6:

Establishment of Virtual Seminar room

Discussion and Resolution:

IQAC informed the House that University has established Virtual seminar room at Faculty of Fine Arts, SVSU, Meerut which can be used by all the members of the University to organize online seminars, conferences, training programs and workshops.

Agenda No.: 7:

Assessment of online Feedback of Stakeholders on Curriculum for the Annual Feedback Report 2019-2020.

Discussion and Resolution:

IQAC informed the House that Academic Year 2019-2020 has been completed so all HOIs and HODs need to complete the Stakeholder's Feedback process so that the



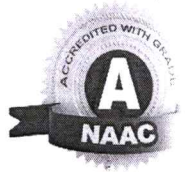
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final Feedback Report of the University could be prepared by IQAC for the approval by concerned authority.

Agenda No.: 8:

Conduction of Internal Academic and Administrative Audit for 2019-2020.

Discussion and Resolution:

IQAC informed the house that all Faculties and Departments need to conduct the Internal Academic and Administrative Audit and submit it to IQAC with the report and photographs for further process.

Agenda No.: 9:

Any other point of discussion with the permission of Chair.

Discussion and Resolution:

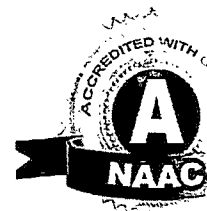
IQAC informed the House members about the Green Audit Certification of the University and also added that University has got the renewal of Energy and Environmental Audit.

The meeting ended with the thanks to Chair.


Coordinator, IQAC


Director, IQAC


Chairperson, IQAC



Ref. No.: SVSU/2020/IQAC/M-38

Dated: 30th December, 2020

Action Taken Report of the Meeting

Held on 28th November, 2020

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 28th November, 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. IQAC Coordinator, Dr. Neetu Panwar, opened the agendas of the meeting for the discussion and suggestions of the member of the 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 25 th September 2020	The minutes of the meeting held on 25 th September 2020 were confirmed.	Noted
2. Action Taken Report (ATR) of IQAC meeting held on 25 th September 2020	Action Taken Status of the meeting noted and approved.	Noted
3. Identify and Start of new Fellowship and Certification Programs	It was suggested to all HOIs and HODs to identify the areas within their respective disciplines to start new Fellowship and Certification Programs as per the	Noted and The efforts is being taken by All HOIs and HODs to start new Fellowship and Certification Programs in new academic



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	need of the emerging society.	year 2020-2021.
4. Documents of the students from other states and other countries	It was discussed and suggested that all the students' file would be updated and maintained based on the checklist provided to all the faculties and departments from the registrar office.	Noted and Student's files have been maintained according to the Checklist of the documents.
5. Discussion on withdrawal seed money proposals	It was suggested to all HOIs and HODs to follow-up and had a discussion with the Faculty Members who has withdrawal there seed money proposal due to any reason.	Noted. Withdrawal projects has been reconsidered again by the Research Committee and sanctioned to the same faculty members and to the other faculty members.
6. Establishment of Virtual Simulation Laboratory	It was informed that University has established Virtual Simulation Laboratory at Faculty of Fine Arts, SVSU, Meerut which could be used to organize online seminars, conferences, training programmes and workshops.	Noted. The newly established Virtual Simulation Laboratory at Faculty of Fine Arts is being used for the conduction of various online programmes.
7. Assessment of online Feedback of Stakeholders on Curriculum for the Annual Feedback Report 2019-2020	It was suggested that HOIs and HODs need to complete the Stakeholder's Feedback process so that the final Feedback Report of the University could be prepared by IQAC for the approval by concerned authority	Noted. The online feedbacks on curriculum have been filed by all the stakeholders some feedbacks have been taken in hard form also. Few colleges still need to submit their final assessment report to IQAC, for the further



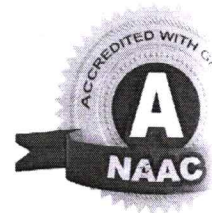
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		process.
8. Conduction of Internal Academic and Administrative Audit for 2019-2020	It was recommended that all Faculties and Departments need to conduct the Internal Academic and Administrative Audit and submit it to IQAC with the report and photographs for further required process	Noted. All Faculties and Departments are in process of conducting Internal Academic and Administrative Audit for 2019-2020.
9. Any other point of discussion with the permission of Chair	It was informed to all the present Members that University has got Green Audit, Energy and Environmental Audit Certification.	Noted


Coordinator, IQAC


Director, IQAC


Chairperson, IQAC