

**Minutes of the Meeting of IQAC held on 13.04.2016 at 2:00 pm in the
Committee Room, (1st Floor), India-Arab Culture Centre, JMI**

A meeting of the IQAC Committee was held on 13th April, 2016 at 2:00 pm in Committee Room, (1st Floor), India-Arab Culture Centre, JMI. Following were present:

Prof. Talat Ahmad	Chairperson
Dr. S. A. Ansari	Hony. Director
Prof. Shahid Ashraf	Member
Mr. Sanjay Kumar	Member
Dr. A.A.A. Faizi	Member
Prof. Tabrez Alam Khan	Member
Dr. Abdul Malik	Member
Dr. Mukesh Ranjan	Member
Dr. Arshad Noor Siddiquee	Member
Dr. Ravindra Ramesh Patil	Member
Dr. Mohd. Imtiyaz Hasan	Member
Dr. Shehzad Hasan	Member
Dr. Haseeb Ahsan	Member
Dr. Saif Siddiqui	Member
Dr. Mohit Gambir	Member
Mr. Sachin Gaur	Member
Ms. Benazir Chishti	Member
Ms. Wafia Kissa	Member
Mr. M. Saad	Member
Prof. Sharfuddin Ahmad	Special Invitee
Prof. Sushant Ghosh	Special Invitee
Dr. Mansaf Alam	Special Invitee
Dr. Zishan Hussain Khan	Special Invitee
Mr. Iqbal A. Hakim	Convener

The Hony. Director, FTK-CIT (Member), Dean, Faculty of Social Sciences (Member), Prof. Abdul Haleem (Member), Dr. Mohd. Imtiyaz Hasan (Member), Dr. Giridhar Gyani (Member), Mr. Abhishek Manglik (Member) and Mr. Madhulika Sanyal (Member) could not attend the meeting due to their pre-occupation.

At the outset, the Vice Chancellor/Chairperson welcomed the members and placed on records the contribution of the outgoing members.

Following agenda was taken up:

1- Briefing of Activities/Reporting matters:

a. Students' Feedback about curriculum and teaching for Semester-I of 2015-16

The Hony. Director apprised the committee that at least 10,555 forms were received from 26 Departments and Centres. As this was an offline request, hence it may take time to enter into the system and evaluation. Further, taking stock of this situation, now the IQAC has placed the forms online and informed to the Deans of Faculties/HoDs/Directors of Centre for their kind cooperation, in this regard. Till date, we have received 300 forms.

The committee noted and appreciated the efforts of the Hony. Director, IQAC and also advised that wide publicity may be given by placing the notices on the Notice Boards of the University as well as on the Portal of the IQAC, in this regard. Further, the meetings of teachers and students faculty-wise may also be convened to spread awareness for better connectivity and governance. The committee also advised that the meetings of IQAC consisting of the members as per the issues/requirements may be convened frequently so that suggestions and activity could be taken into consideration.

b. *Ranking related:*

It was reported that the University's NIRF Ranking is 83, Faculty of Engineering is on 41 and NIRF dropped the ranking of Architecture whereas Centre for Management Studies did not find its birth under 100. A report consisting of observation on the NIRF Ranking of the University was also placed before the committee. The report was highlighting various major

problems like Average no. of students, Difference in number of papers and citation from SCOPUS data, Public Perception and Outreach Programmes etc. The cumulative students' data was basically uploaded inadvertently as 'Approved intake' instead of no. of approved seats and no. of students admitted in the 1st year of the programme. Further, while calculating a total no. of students the Self-Financed programmes Diploma and Certificates courses were also counted under UG students strength that resulted in poor FSR ratio. The SCOPUS findings also showed that there are four affiliation of Jamia Millia Islamia. Therefore, most of the data was not used during the assessment. In case of Faculty of Engineering & Technology total no. of students of the Self-Financed & Evening Programme at UG and PG was included.

The committee advised that revised list of no. of students may be prepared as well as the SCOPUS may be contacted to correct the problem of four affiliations into one so that the correct data of publication and citations could be taken into consideration. Further, the NIRF may be contacted to know the reasons for showing poor peer and public perception including Outreach Programme and submit the laudable achievements that JMI has made during the years. For the purpose, a committee consisting of Hony. Director, IQAC, Joint Registrar, Media Coordinator, Dr. Zishan Hussain Khan, Dr. Mansaf Alam and A.R. (O&M) was recommended to workout for resolution of correct and ideal ranking which could be, as per observation report, to be 13.

b. All India Survey on Higher Education (AISHE)

It is reported that submission of data of the University to AISHE is a routine matter and has already been submitted through IQAC.

2- Feedback from Stakeholders:

- a. Feedback from Parents
- b. Feedback from Employers
- c. Feedback from Hostel residents

It was apprised that the Feedback forms from Parents, Employers and Hostel residents were prepared, keeping in view the recommendation of NAAC team, which shall be placed on Portal as well as on Notice Boards of the University for wide publicity as well as the HoDs/Directors shall also be requested to ensure maximum possible response by the concerned Students/Parents/Employers.

3- Action Plan for NAAC peer-team Feedbacks/Recommendations:

- a. Long term perspective and growth strategy/plan
- b. ICT enabled Teaching/Learning.
- c. Quality Research output from PG and Ph.D. students.
- d. Introduction of Skill based job oriented courses.
- e. Centre for Excellence, SAP/DRS, DST-PURSE proposals.
- f. Enhancement of University Society linkage (Extension activities).
- g. Introduction of formal mechanism of feedback from stake holders.
- h. Plan for regular Academic Audit.
- i. Tap potential of Alumni.
- j. IPR cell to be established and formulation of IPR policy.
- k. E-governance initiatives.
- l. More hostel and transport facilities for boys and girls.
- m. Industry-University Partnership to be established.
- n. Optimal utilization of sports facility for students.

The following was discussed and advised:

- i. A small team consisting of the nominated members may visit the Deptts. and contact with the HoDs to train them as well as their teachers.
- ii. The team should normally include the students also.
- iii. It was suggested that there may be an effort to include 2-4 points for dissertation in choice-based system in PG courses.
- iv. Under Kaushal Kendra various courses have also been introduced.

- v. The UGC has announced SAP/DRS wherein the proposal have been submitted by CIRBSC and Centre for Mass Media. Further, efforts may be made for submission of proposals in Humanities & Social Sciences, as there is emphasis to promote non-science faculties also. It also advised that for DST-PURSE a formal request may be sent.
- vi. It was also suggested that extension activities may be made through Adult & Continuing Education in Navbharat Abhiyan and Dr. Zakir Husain Society.
- vii. The feedback activities/procedure has already been started, wherein the deadline mechanism shall also be implemented.
- viii. The mechanism of Academic Audit is in the offing and shall start this year on the basis of the mechanism applied in US and other universities by constituting teams.
- ix. The IQAC has Alumni members in the committee and further considering to enroll more and involve them in academic progress and quality. Some of the student of Faculty of Engineering & Technology and the Deptt. of Computer Science got the Internship for their improvement. It was also advised that the Alumni may work as mentors and the students should be involved in innovation areas. Further, the university has also a Centre for Innovation Entrepreneurship where RND Lab has been established for common use. The Alumni have also suggested that we may sit together and discuss in length for such proposals to inculcate mechanism.
- x. The Hony. Director can guide through IQAC for formulating for the policy of IPR as of now we are not having any such policy. In this regard, the Alumni Mr. Mohit had also offered to assist. Further, the students should aware how to right patent and let them know the importance of IPR. For awareness a series of workshop can also be organized by inviting experts of IPR frequently.

- xi. It was apprised that we have been awarded in File Tracking System in 2011 as well as various initiatives in e-governance have also been taken up by the university.
- xii. The university has started 400 bed hostel last year and other hostel is being constructed.
- xiii. It was reported by the Alumni Mr. Sachin and Mr. Mohit, they are involved with a small community whose Nodal Officer is Dean, Faculty of Engineering & Technology. Further, it was suggested that CSIR/DRDO Lab to be associated for internship, which can further be discussed in separate meeting.
- xiv. It was also suggested that we should try to involve the students optimally in committees related to Sports facilities/activities to invite their suggestions.

4- Sensitization of Quality in Education through Seminar & Extension Lectures at Faculty level:

The Director, IQAC has apprised and discussed that the IQAC is planning to organize Seminars and Extension Lectures on Sensitization of Quality in Education by involving Faculties and Deptts.

The Meeting ended with a vote of thanks to the chair.



(Prof. Shafeeq Ahmad Ansari)

Hony. Director

IQAC

**Honorary Director
Internal Quality Assurance Cell
Jamia Millia Islamia
Jamia Nagar, New Delhi-110025**