



# GURUGRAM UNIVERSITY

(A State Govt. University Established under Haryana Act 17 of 201

Sector -51 Gurugram (Haryana) -122003 Ph: 0124-2788001-05, Fax: 0124-2788010

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Meeting

## Minutes of 4<sup>th</sup> Meeting of the Internal Quality Assurance Cell (IQAC)

Date: 26 June, 2024, Time: 11:00 a.m.

Venue: Board Room, Gurugram University, Gurugram

With reference to letter No. GUG/IQAC/2024/350-370, dated 20-06-2024, regarding the meeting of all the members of IQAC. A meeting of committee was held on 26-06-2024 at 11:00 AM in the board room.

### **Members Present:**

1. **Chairperson- Prof. Dinesh Kumar**, Vice-Chancellor, GUG.
2. **Administrative Officers-** (i) **Dr. Rajiv Kumar Singh**, Registrar, GUG  
(ii) **Dr. Suman Vashistha**, D.R.(Estd.), GUG  
(iii) **Dr. Naveen Goyal**, D.R. (Academics), GUG
3. **Faculty Members** -(i) **Prof. S. C. Kundu**,  
Dean Academic Affairs, GUG  
(ii) **Prof. Dharminder Kumar**, Dean,  
Faculty of Science and Technology, GUG  
(iii) **Prof. Gayatri Raina**, Dean,  
Faculty of Social Sciences and Education, GUG  
(iv) **Prof. Amarjeet Kaur**, Dean,  
Faculty of Commerce and Management, GUG  
(v) **Prof. Rakesh Kumar Yogi**, Dean,  
Faculty of Law and Humanities, GUG  
(vi) **Dr. Seema Mehlawat**, Chairperson,  
Department of Commerce, GUG  
(vii) **Dr. T. Kartikayan**,  
Department of Physiotherapy, GUG  
(viii) **Dr. Shiv Kant Sharma**,  
Department of Pharmacy, GUG.  
(ix) **Dr. Renu Chaudhary**, Incharge,  
Department of Law, GUG.



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4. Coordinator, NAAC - Prof. Dharminder Kumar, Dean,  
Faculty of Science and Technology, GUG
5. Director, IQAC - Dr. Mukesh Kumar, Chairperson,  
Dept. of Engineering & Technology, GUG.

**8 External Members: Prof. Neeraj Dilbagi,**

Department of Bio&Nano Technology, GJU of Science &  
Technology, Hisar.

**Prof. Sandeep Grover,** J.C. Bose University of Science  
and Technology, YMCA, Faridabad

**Members could not attend the meeting:**

**Dr. Annapurna Sharma,** Chairperson, Department of Political Science,

**Dr. Bharti,** Department of Physiotherapy, GUG.

**President,** Central Students' Council

**General Secretary,** Central Students' Council

#### **4.1 Welcome address by Prof. Dharminder Kumar, Coordinator, NAAC**

Prof. Dharminder Kumar, Coordinator NAAC Committee, extended a very warm welcome to Hon'ble Vice-Chancellor Prof. Dinesh Kumar, external experts Prof. Sandeep Grover, Prof. Neeraj Dilbagi and other members of the IQAC. Prof. Dharminder Kumar shared that the NAAC Committee is very meticulously and rigorously retrieving the required data from various sources starting with AY 2019-20, the base academic year for NAAC accreditation. He further shared that Hon'ble Vice-Chancellor Prof. Dinesh Kumar is very keen and enthusiastic for NAAC accreditation to be done at the earliest. Highlighting the new methodology for Binary accreditation, Prof. Dharminder Kumar opined that Prof. Dinesh Kumar's exemplary academic and administrative leadership experience, wisdom and expertise shall provide robust impetus to successful NAAC Assessment and Accreditation in time.



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## 4.2 Opening remarks by Hon'ble Vice-Chancellor Prof. Dinesh Kumar, Chairman IQAC

Hon'ble Chairman, Prof. Dinesh Kumar, extended a whole-hearted welcome to all the members and external experts of the IQAC. He acknowledged the erudite input and highly knowledgeable contributions of the experts in introducing new concepts and providing meaningful and prophetic pointer for introducing and sustaining quality circles in systems and processes in university. He apprised all the members that Heads of administrative branches have been briefed on NAAC requirements and directed to cooperate and assist members of the NAAC committee in making available requisite data with full authenticity in time. He further acquainted all that after consultation with stakeholders it has been decided that the university shall go for binary accreditation as per new guidelines to be issued by the NAAC, Bangalore and it requires internal coordination, and collaboration among stakeholders for efficient, agile and responsive NAAC accreditation exercise. The chairperson further accounted the achievements of various departments for signing many MoUs with national and international organisations.

## 4.3 Confirmation of the minutes of the 3<sup>rd</sup> meeting of the IQAC held on 07-12-2023

The minutes of 3<sup>rd</sup> meeting of the IQAC held on 7<sup>th</sup> December, 2023 were circulated among all the members.

The house considered and resolved that the minutes of 3<sup>rd</sup> meeting of the IQAC held on 7<sup>th</sup> December, 2023 be confirmed.

## 4.4 Follow up action report on the decisions taken by the IQAC in its 3<sup>rd</sup> meeting held on 07-12-2023.

To note the follow-up actions taken on the decisions taken by the IQAC 3<sup>rd</sup> meeting held on 7<sup>th</sup> December, 2023

Resolved that the follow up action taken as above be noted.



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## 4.5 To consider the new initiatives and practices in the university

### 4.5.1 To set up incubation centre

The house endorsed the proposal and appreciated the setting up of incubation centre for promoting entrepreneurial spirits for Start-up amongst students.

It was resolved that seed money of Rs. 10 lakhs would be given for setting up the centre and proposal for additional funds be sent to department of science and technology, Govt. Of Haryana for sanction.

### 4.5.2 Invited talk; Indian Knowledge systems (IKS)

The house cherished and acknowledged the need for spreading awareness on IKS as it encompasses a holistic approach and leverages cultural roots in teaching, learning and research.

It was resolved that Indian Knowledge cell should be set up in the University and the coordinator of cell shall prepare a schedule of activities for spreading awareness on IKS and proposals should be sent to Indian Knowledge systems, Ministry of Education (GoI) and other organizations for grants.

### 4.5.3 To set up solar tree

The house was appraised that a three members' committee has already been working for setting up a solar tree under the convenor-ship of Dr. Vijay Kumar, Lamba, DET.

### 4.5.4 To install solar light on campus

It was decided that funds will be allocated for installation of more solar lights.

### 4.5.5 Faculty Empowerment Programs

It was resolved that Faculty Empowerment Programs should be organized in timely intervals. Two Day Induction program for newly joined faculty members be organized in the second week of July, 2024.



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## 4.5.6 Young Alumni Achievers award

It was decided that a committee should be constituted for short listing the alumni for this coveted award to be bestowed every year.

## 4.5.7 To initiate E-Governance using Samarth

It was decided that a report should be prepared highlighting the faculty members and students who have enrolled on Samarth portal for good governance.

## 4.5.8 Need for campus security enhancement

It was resolved that a committee shall be constituted for identifying the location for CCTV installation and also the quantity and quality of CCTV cameras and a summary statement should be put up before the competent authority for approval for its implementation.

## 4.5.9 Participation in NIRF

It was unanimously resolved that the university should participate in NIRF-2025. Nodal Officer Dr. Naveen Goyal, D.R. (Academics), GUG will do the needful for the same.

## 4.5.10 NEP-2020 implementation

The house was informed that with effect from July/August 2024, the university and its affiliated institutions shall run programs as per NEP-2020 guidelines for which scheme and syllabi have already been shared with all concerned by DAA.

## 4.5.11. To introduce multi-disciplinary and inter-disciplinary learning and research through certificate courses by respective departments

It was resolved that communiqué should be issued to all chairpersons for introducing certificate courses (Minimum 30 Hours duration) at department level for enrolling students across faculty with effect from July/August 2024. A detailed report by each department be submitted to IQAC office by September 30, 2024 by the respective chairpersons.

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## 4.5.12 Any other item with the permission of chairman IQAC

4.5.12.1 Honourable Vice-Chancellor gave following valuable suggestions:

- Faculty members should join National/ International Professional Societies/ Associations as registered member for wider research knowledge and contributions and the university shall make provision for initial registration fees.

It was resolved that registration fees for being the member of any academic entity or scheme up to maximum limit of amount of Rs 10000/- (Ten Thousand only) only for initial registration or life membership shall be reimbursed to faculty member. A faculty shall avail this benefit only once in university active service. A policy document for reimbursement of registration fees to faculty members highlighting the procedure and required documents should be prepared in advance by IQAC.

- Faculty Development Programmes (FDPs) should be organised for newly joined faculty members to sensitize and inspire them for taking up research related activities for enriching their knowledge.

It was resolved that Faculty Development Programme (FDP) shall be organised in the month of July/August and a special session shall be taken by Prof. Neeraj Dilbagi to acquaint the faculty members with sources and ways for getting research grants for projects and organising conferences/workshops. Dr. Vijay Kumar Lamba, Associate Professor, EE (VLSI Design & Technology) will coordinate the activity.

- Central Instrumental Lab (Item No 3.3.8 of 3<sup>rd</sup> meeting of the IQAC) needs refurbishment and rebooting for effective outcomes.

It was resolved that equipments with tune of Rs 10.00 lakhs in different labs related to R&D of the university be identified and be placed in CIL. A policy document should be prepared so that there is optimum utilization of these equipments. Research Scholars from other institutions may also be allowed to use them for research purpose at nominal fees to be decided. Chairperson, Department of Pharmacy shall be given the responsibility to implement this policy with immediate effect.



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- There is need for proper compilation of data for highlighting our activities and achievements

It was further resolved that all the chairpersons of the departments and conveners/in charges of committees/cells to share reports on activities conducted by them to the office of IQAC with documentary evidences (hard and soft). PRO office may share all copies of press releases after the conduct of any event/activity to the IQAC office (hard & soft).

4.5.12.2 Prof. Sandeep Grover gave following suggestions:

- A complete result analysis and Annual Exam Report of preceding two academic years of the university (AYs 2022-23 & 2023-24) be presented. It was resolved that the Controller of Examination, GUG be notified for the same and the report should be put in the next meeting of IQAC.
- Action taken report on feedback analysis should be put before the house and henceforth feedback mechanisms should be taken in online mode.

It was resolved that feedback link should be made available on the website of the university and a detailed report with action taken on feedback analysis be placed in the next meeting of IQAC by the Director, IQAC.

- Bio-Waste Policy should be prepared in consultation with experts for its strict compliance.

It was further resolved that Dr. Shiv Kant Sharma, Assistant Professor shall be the coordinator of the committee for preparing the said policy

4.5.12.3 Prof. Neeraj Dilbagi emphasised the need for promoting research related activities in the university so as to entice and inspire faculty and students for research oriented learning and gave following suggestions:

- Annual Academic and Administrative audit (AAA) of the university should be done at the earliest.

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It was resolved that Academic and Administrative audit (AAA) both Internal and External be conducted in the months of August and/or September 2024 respectively. The Director, IQAC may decide the experts and dates in consultation with the competent authority.

- It is required that all faculty members should go for registration on VIDWAN portal (INFLIBNET) as it is mandatory now in Self Study Report (SSR) for NAAC accreditation and it also gives exposure to faculty on profiles and research work of national /international scientists and researchers.

It was resolved that the IQAC office should issue communiqué to Chairpersons of all departments to ensure that all faculty member be registered on the said portal. A report on compliance be placed in the next IQAC meeting by the Director IQAC after its receipt from all concerned.

- Gurugram University being an institution in nascent stage should apply to Indian Research Information Network Systems (IRINS) for grants.

It was resolved that communiqué should be issued to chairpersons of the respective departments that all faculty members particularly newly recruited should apply for project grants from the DST (state/centre) and other similar agencies, through university research cell with intimation to IQAC office.

The meeting ended with a vote of thanks to Hon'ble Prof Dinesh Kumar, Vice-Chancellor & Chairman IQAC, external experts, and all the members of the IQAC by Dr. Mukesh Kumar, Director, IQAC.

  
Dr. Mukesh Kumar  
Director, IQAC

Endst. No. GUG/IQAC/2024/395-401

Dated: 25-7-24

A copy of the above is forwarded to the following with the request to ensure the requisite necessary actions/Submission of action taken reports at their ends:-

1. PA to VC/ Registrar (for kind information) GUG.
2. Dean Academic Affairs, GUG.



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2. Dean Academic Affairs, GUG.
3. All members of IQAC, GUG
4. Incharge, UCDAC (For uploading on website), GUG
5. D.R. Academic, GUG
6. All Deans and Chairpersons, UTDs, GUG.

Director,  
Internal Quality Assurance Cell