

Date:05.09.2024

IQAC Meeting

Minutes of the 31st Meeting of the IQAC held on 30th August, 2024

The 31st meeting of the IQAC was held on 30th August 2024 at 5:00 PM in the boardroom under the Chairmanship of the Hon'ble President. The primary objective of the meeting was to discuss and assess the University's preparation to apply for binary accreditation as per the recently released draft version of binary accreditation.

Chairman: -

Prof (Dr) H P Singh, VSM

Members Present: -

Dr. R. Nesamoorthy, Registrar

Dr. Harish Kumar Verma, Director IQAC

Mr. Rohit Malik-Deputy Director IQAC

Dr. A K Saini, Director, IcfaiTech School

Dr. Archana Rathore, Dean IBS

Dr. S.K. Singh, Principal, School of Pharmacy

Dr. Pramod K. Arya

Dr. Shiv Kumar

Dr. Rana Mukherjee

Ms. Ameesha Singh

Ms. Monika Yadav

Ms. Sugandha Verma

Members who could not attend Meeting

Dr. Dr. Shweta Jain, Director, IBS

Dr. Vidhu Kumar Mathur

Opening Address: -

The meeting commenced with a warm welcome of members of IQAC by the Chairman, Hon'ble President Prof (Dr) HP Singh, VSM. Chairman welcomed Mr. Rohit Malik, Deputy Director IQAC. After the welcome address, the Chairman apprised the members about NEP and its importance. Further, he emphasized expediting the task of data collection for binary accreditation as in the month of September 2024, the binary portal may open for HEIs to apply for the same. Following the Chairman's Address, the Director IQAC took the following agenda items of the meeting for discussion.

Agenda: -

1. Review of previous Minutes of the 30th Meeting of the IQAC
2. Action taken report on 30th IQAC meeting.
3. Review of progress made (Attribute wise)
4. Any other item with the permission of the Chair

Proceedings: -

1. Review of previous meeting minutes

The minutes of the 30th meeting of the IQAC held on 31st July 2024 were reviewed and confirmed.

2. Action taken report on decisions taken in 30th meeting

Director IQAC informed that the decisions taken in the 30th IQAC meeting have been implemented. It was informed that all schools have framed Course objectives and Program outcomes. The details of activities organized by various clubs and centers of all schools have been prepared. In addition, the details of FDPs attended by faculty members have been prepared and submitted to the Director, IQAC for record.

Review of progress made by Attribute Owner: -

Attribute-wise discussion

Attribute 1-Curriculum

- Dr. Vidhu Kumar Mathur could not attend the 31st meeting however during one-to-one Interaction with the Chairman, he informed to Chairman that the work of COs and POs mapping has been completed by three schools except ILS. Dean, ILS requested two or three more sessions with Dr. Mukesh Kalla for faculty members to understand COs and POs mapping from him.

- Attribute owner also updated during one-to-one meetings that COs Achievements Matrix has been prepared and approved by Chairman sir.

Attribute 2-Faculty Resources

- It was updated by Ms. Ameesha Singh, Attribute Owner that the work of compilation of separate data of faculty members who have attended AICTE, UGC and ARPIT-sponsored FDPs has been completed.
- Additionally, the new faculty profiles have not been added in the shared format for geographical data collection. The Chairman has instructed that the data should be compiled by the 15th of September.

Attribute 3-Infrastructure

- Attribute-3 Owner informed that the audited income and expenditure statement-specifically detailing expenditures related to the purchase of books, e-books, and subscriptions to digital resources-duly signed by a Chartered Accountant (CA), needs to be procured from the headquarters (HQ). The Chairman requested the Attribute Owner to develop a format for requesting the required information and forward the same to the Registrar for further action. It was agreed that a format would be prepared accordingly.
- Chairman Sir recommended that complete expenditure details of ICFAI University are available in Annual Audits reports, which are available with the University. These reports can be used as supporting documents.

Attribute 4- Financial Resources and Management

- The audited income and expenditure statement of the institute, relating to the ratio of capital income vs. capital expenditure on the amount received from endowments and contributions, also needs to be obtained from HQ. Chairman sir recommended to connect and talk Dr. T.R. Rama Krishna Rao to mentor our university about this aspect as he is in charge of NAAC-related activities in IFHE.
- The Chairman recommended that the complete expenditure details of ICFAI University, which are available in the Annual Audit Reports held by the University, be used as supporting documents.

Attribute 5- Teaching and Learning

- Majority data relating to attribute five has been successfully collected by the team except for the point that the ERP system has not been implemented. It was emphasized that the implementation of the ERP system will provide a centralized platform for accessing and managing data, improving transparency, and enhancing overall operational efficiency. The Chairman informed that the SIS (Student Information System) is in process of implementation and will be implemented in all schools to make learning and teaching more effective, transparent, and pro-student and pro-faculty.

Attribute 6- Extended Curricular Engagements

- Ms. Sugandha Verma, the Attribute Owner, informed that the reports of activities organized by various clubs and centers across all four schools have been collected and work of segregating the same is in progress. Chairman Sir requested to complete this task within 15 days.
- Authorities of all schools are instructed to provide supporting data on sports activities organized in each school. The details and supporting documents will be provided within 15 days' time.
- Ms. Sugandha Verma also updated that departmental heads are informed about the inclusion of clubs and committees' details in the prospectus 2025-2026.

Attribute 7-Governance and Administration

- The Institutional Development Plan of each four schools has been prepared in consultation with faculty members in their respective schools. The minutes are to be collected as supporting document from all four schools.
- The implementation of the ABC ID system has been substantially completed by all schools. Uploading of results on Digi locker is in process.
- IBS and Tech both schools have made various collaborations with industries. Director ICFAI Tech and Dean IBS present in the meeting assured to provide details on the same.

Attribute 8- Student Outcomes

- Dr. Promod Arya, Attribute In-charge updated the Chairman that only two schools have specific approval/details about sanctioned seats i.e. ILS and School of Pharmacy
- The Chairman informed that for IBS and ICFAI Tech schools, minutes of the Board of Management (BOM) can be used as proof of seat sanctioned in different programs in these two schools.
- It was also informed that the team of Attribute 8 is actively working on collecting data related to placements and awards, prizes, and recognitions in both curricular and extracurricular areas. The Chairman has set a deadline of September 15th for the team to complete these tasks.
- It was decided that copies of the offer letters issued to students placed by the University are required as supporting documents at the time of applying for binary accreditation. Chairman Sir directed the attribute Owner to keep a complete record of it.

Attribute 9- Research and Innovation Outcomes

- Information on journals listed in SCOPUS, WoS, UGC CARE, and book chapters has been compiled and forwarded to the Director, IQAC. Additionally, an email has been circulated to each department to include any recent publications they may have.
- Chairman Sir emphasized to increase number of patents contribution in favor of ICFAI University.

Attribute 10-Sustainability Outcomes Including Green Initiatives

- Dr. Manindra Trihotri, the Attribute Owner, updated the Chairman about the green audit and the companies who can help in issuing/preparing green audits of the University buildings and campus. In response, the Chairman advised the Attribute Owner to contact such companies and invite them to the university to deliberate on this issue in detail. He also suggested to Mr. Trihotri to contact Mr. T.R. Rama Krishna Rao to mentor our University about this aspect as he is in charge of NAAC-related activities in IFHE.

Attribute 11-Uniqueness, Impact, and Situatedness (A Distinctive Feature of University)


- This new attribute covers about Uniqueness, Impact, and Situatedness of the ICFAI University. It was informed that under this attribute, the University should have to highlight its distinctive features such as community outreach programs, curricular flexibility, NSS initiative, skills-based education, value-added courses, and implementation of NEP and other distinctive features of the University. Chairman Sir, suggested the attribute owner to prepare a list of other different key features of the university, which can best describe the university's distinctiveness.

Concluding Remarks

Chairman, IQAC requested all attribute owners to be ready with all requisite data and supporting documents as the university will apply for binary accreditation in the last week of September if the portal opens. All attribute in-charges assured the Chairman to collect data as required.

The meeting ended with a vote of thanks to the Chair.

These Minutes have the approval of the Hon'ble President.


Deputy Director IQAC


Director IQAC