

MALWANCHAL UNIVERSITY

INDORE (MADHYA PRADESH)

[Unit of MAYANK WELFARE SOCIETY]

(A Private University Established by the Madhya Pradesh Niji Vishwavidyalay Adhiniyam No.17 of 2007)

Registration no. : MPPU20

University Address :

Index City, NH-59A,
Nemawar Road,
District Indore-452016 (M.P.),
Ph./Fax : 0731-4013656



Corporate Office Address :

104, Trishul Apartment, 5 Sanghi Colony
A.B. Road, Indore-452008 (M.P.)
Email : info@malwanchaluniversity.com
Website : www.malwanchaluniversity.com

Constituent Units : *Index* Medical/Dental/Nursing/Paramedical Institutions

Ref.No: MU/RO/IQAC/2021/132(A)

Date: 01.09.2021

Minutes of IQAC Meeting

The first meeting of the Internal Quality Assurance cell (IQAC) was held on **24/8/2021**. Persons who attended the meeting are as per the list enclosed. Chairperson IQAC, Mr. N. K. Tripathi welcomed the members and delivered his introductory address. He requested all the members for open house discussion on academic excellence. Then the Chairperson invited the attention of the members to quality concerns that should be addressed by IQAC.

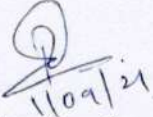
Following are the minutes of meeting:

1. Agenda 1: The Director, IQAC Dr. Sudha Shrivastava, welcomed all again to the 1st meeting of IQAC of Malwanchal University, followed by her presentation on vision, mission, objectives, activities and functions of IQAC.
2. Agenda 2: Collaborative activities -Local linkage and community outreach programs and collaborative programs of the University with external agencies/organizations are to be planned and implemented urgently. All HOIs and Ms Deepshika Vinayak to follow up regarding the same.
3. Agenda 3: Promotion of research- Ms. Deepshika Vinayak informed that an academic committee with faculty members from various departments including the Deans of the Faculty, HODs and external experts has been constituted as research advisory committee.
4. Agenda 4: Sensitization regarding NAAC accreditation -All members agreed that an orientation program towards NAAC accreditation needs to be conducted for all faculty members for improving academic quality of the University. Dr Rolly S. Agarwal, Member Secretary IQAC has to arrange the same.
5. Agenda 5: Documentation towards NAAC Accreditation -Copy of annual report of the university should be made available to IQAC committee. An additional copy of publications, awards and achievements of all faculty

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members is to be insisted so as to ensure a copy in IQAC. This has to be conveyed to the HR department of individual institutions.

6. Agenda 6: The best practices to be implemented in the University shall be identified. Dr. Sudha Shrivastava, Director IQAC to follow up regarding the same.
7. Dr. Rolly S. Agarwal, IQAC member secretary informed the members regarding finalising the date for the next meeting and it was unanimously decided in the second week of October 2021. The meeting ended with a formal vote of thanks to the chair.




11/09/21

**Member Secretary IQAC
Malwanchal University,
Indore (M.P.)**

Cc:

- Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- All the concerned members
- File



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Ref.No. MU/RO/IQAC/2021/154(A)

Date: 13.10.2021

Minutes of IQAC Meeting

The meeting of IQAC was held on 12/10/21. The meeting was presided over by the Vice Chancellor & Chairperson Mr. N.K.Tripathi. Persons who attended the meeting are as per the list enclosed.

At the outset Dr. Rolly S. Agarwal, member Secretary (IQAC) welcomed all the honourable members of the Internal Quality Assurance Cell (IQAC) to the 2nd meeting of the IQAC.

Following are the minutes of the meeting:

- 1) Agenda 1: Review of minutes of 1st IQAC Meeting: It is informed that the 1st IQAC meeting was held on 24th August 2021 at 12.00 pm and the minutes of the first meeting were read and approved by the members.
- 2) Agenda 2: Action taken report on the decisions of the previous IQAC Meeting.

S. No.	Recommendation of Committee	Action taken
1.	Local linkage and community outreach programs and collaborative programs of the University with external agencies/organizations are to be planned and implemented urgently.	Ms. Deepshika Vinayak informed the committee that the MOU with other universities and institutes are under progress.
2.	Promotion of research.	Pro- Vice Chancellor Dr. Ram Ghulam Razdan informed members that research advisory committee meeting has been conducted on 26 th August 2021 and a research methodology

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		workshop is being organised in third week of this month.
3.	An orientation program towards NAAC accreditation needs to be conducted for all faculty members for improving academic quality of the University.	Hard and soft Copy of NAAC Health Science University manual has been circulated to all constituent colleges. Presentation regarding all the criteria's and their weight ages was given by Dr. Rolly S. Agarwal in the current meeting.
4.	Copy of Annual Report of the University should be made available to IQAC	The annual report has been received by IQAC cell.
5.	An additional copy of publications, awards and achievements of all faculty members is to be insisted so as to ensure a copy in IQAC	Records updated by the HR section of constituent colleges.
5.	The best practices to be implemented in the University shall be identified.	Dr. Sudha Shrivastava briefed the committee regarding the same.

3) Agenda 3: Conduction of academic and administrative audits on annual basis. In order to improve the academic and administrative performance of the Institution, the distinguished members discussed in depth the current status of academics, administrative procedures, and student activities. The members advocated for conducting the internal administrative and academic audits of all the constituent colleges.


4) Agenda 4: To decide plan of action for NAAC SSR Preparation: Dr.Sudha Shrivastava, Director IQAC suggested to prepare a plan of action for NAAC SSR preparation on all the individual criterions. Nodal officers and all criterion heads should interact with their fellow members for final preparation. The committee members recommended that nodal officers to follow up regarding the SSR preparation work with criteria 1-3 discussion in the next meeting including qualitative and quantitative questions.

5) Agenda 5: Maximum utilisation of LMS System: All faculty members and students should utilise the LMS platform and mentors should sensitize the students towards the same.

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6) Agenda 6: To initiate E-Governance in administration for administrative reforms: Mr. Christopher, Registrar informed that digitization of administration is important and is needed for smooth functioning of administration activities like service record of the employees, leave records etc. All the Head of Departments also emphasized on digitization to improve the student's database such as attendance, marks statements, achievements, training & placements and higher education records. IQAC Committee members supported the views of above members regarding the need of digitization required for integrating all academic and administrative activities. It was decided to migrate the faculty and student data on the institutional ERP system.

7) Dr. Rolly S. Agarwal, IQAC member secretary proposed the date for the next meeting and it was unanimously decided in the second week of January. The meeting ended with formal vote of thanks.


13/10/21. Dr. Rolly S. Agarwal.

**Member Secretary IQAC
Malwanchal University,
Indore (M.P.)**

Cc:

- Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- All the concerned members
- File



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