

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/Pharmacy/Paramedical Institutions

Ref. MU/IQAC/CIR/2024/04A

Date: 08/04/2024


CIRCULAR

IQAC Meeting has been scheduled on 09.04.2024(Tuesday) at 12:00 PM in Conference hall, Malwanchal University.

The Agenda is as under:

1. Approval of minutes of meeting of previous IQAC meeting.
2. NIRF 2023 data analysis:
- 3 Discussion regarding NAAC Appeal Processing:
4. Stakeholder Feedback

With Kind Regards,


Director IQAC
Malwanchal University,
Indore (M.P.)

Cc to:

- Chancellor
- Vice chancellor
- Pro-Vice- Chancellor
- Registrar
- Director HR
- Director Examination
- Director Research
- All HOIs
- All Nodal Officers (Through HOI)
- File

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Website : www.malwanchaluniversity.com

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

Ref.No.MU/IQAC/MOM/2024/01

Date: 10/04/2024

Minutes of IQAC Meeting

The meeting of IQAC was held on 09/04/2024. The meeting was presided over by the vice chancellor. Persons who attended the meeting are as per the list enclosed.

Following are the minutes of the meeting:


- 1) **Agenda:** Approval of minutes of meeting of previous IQAC meeting.
 - The minutes of the previous meeting were read and confirmed by all the members present.
- 2) **Agenda:** NIRF 2023 data analysis:
 - The committee analyzed the data submitted by the University in NIRF, 2023. After detailed discussions, resolved to entrust the research committee to study the methods to be adopted by the University so as to improve the criteria- Research and Professional Practice in NIRF. The said committee was also entrusted with the responsibility to identify the bottlenecks existing in the University which restricts the faculties to take up the research projects and devise methods to overcome the same.
 - The IQAC members were directed to submit suggestions, if any, related to NIRF, at the earliest to IQAC.
- 3) **Agenda:** Discussion regarding NAAC Appeal Processing:
 - The Director of IQAC provided an update regarding the university's appeal submission to the National Assessment and Accreditation Council (NAAC) following the initial assessment.
 - A detailed review was conducted of the supporting documents and evidence submitted as part of the appeal. Members emphasized the importance of a clear and structured presentation during the upcoming hearing with the NAAC Standing Committee. A timeline was established for any additional data or documentation required for the hearing, and responsibilities were assigned to various departments for timely submission.

- The committee agreed to schedule a mock session before the official hearing to ensure all representatives are well-prepared.

4) Agenda: Stakeholder Feedback

- Approved the draft stakeholder's feedback forms prepared in bilingual format by the feedback committee. It was also decided to conduct an orientation programme for students on feedback submission and its effect on quality improvement of the institution. After the orientation programme, the students shall be directed to submit their feedback using the Student ERP Portal.

The meeting ended with vote of thanks to the chair.


Director IQAC
Malwanchal University,
Indore (M.P.)

Cc:

- Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- Controller of Examination
- Addl. Registrar
- Dy. Registrar
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MU/IQAC/CIR/2024/11A

Date: 22/05/2024

CIRCULAR

IQAC Meeting has been scheduled on 30.05.2024(Thursday) at 12:00 PM in Conference hall, Malwanchal University.

The Agenda is as under:

1. Approval of minutes of meeting of previous IQAC meeting.
2. Academic and Administrative audit
3. Gender Audit.
4. Green audit and e -waste management audit
5. MoU with Sumandeep vidhyapeeth University.

With Kind Regards,

A handwritten signature in black ink, appearing to be 'D. K. Singh', followed by the date '22/5/24'.

Director IQAC
Malwanchal University,
Indore (M.P.)

Cc to:

- Chancellor
- Vice chancellor
- Pro-Vice- Chancellor
- Registrar
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Website : www.malwanchaluniversity.com

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

Ref.No.MU/IQAC/MOM/2024/02

Date: 31/05/2024

Minutes of IQAC Meeting

The meeting of IQAC was held on 30/05/2024. The meeting was presided over by the vice chancellor. Persons who attended the meeting are as per the list enclosed.

Following are the minutes of the meeting:

Agenda 1: Approval of minutes of meeting of previous IQAC meeting.

- The minutes of the previous meeting were read and confirmed by all the members present.

Agenda 2: Academic and Administrative audit

- Resolved to conduct Academic Audit and Administrative Audit in the University. The Departments shall be requested to submit the data through the designated form and a peer team visit shall also be arranged in this regard. It was also decided to convene a NAAC Coordinators meeting before the academic audit.

Agenda 3: Gender Audit

- Dr. Sudha Shrivastava recommended conducting a Gender Audit in the University and entrusted Dr Smriti G. Solomon, Professor and Head, Index Institute of nursing to head the gender audit committee and submit the report within a month positively.

Agenda 4: Green audit and e -waste management audit

- The committee recommended conducting a green and environment audit in the university and entrusted the same with the Green audit committee. The e- waste management audit is to be conducted by the IT committee and the report is to be submitted within a month positively.

Agenda 5: MoU with Sumandeep vidhyapeeth University.

- The Committee discussed the matter of MOU entered between MU and to design and offer skill based short duration courses to meet the needs of job seekers and society. The IQAC decided to conduct webinars and student exchange programs and increase all the collaborative activities within the existing MOUs.

The meeting ended with vote of thanks to the chair.



**Director IQAC
Malwanchal University,
Indore (M.P.)**

Cc:

- Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- Controller of Examination
- Addl. Registrar
- Dy. Registrar
- Director HR
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Ref. MU/IQAC/CIR/2024/20A

Date: 10/10/2024

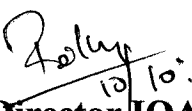
CIRCULAR

IQAC Meeting has been scheduled on 16.10.2024(Wednesday) at 12:00 PM in Conference hall, Malwanchal University.

The Agenda is as under:

1. Approval of previous minutes of IQAC meetings.
2. To discuss the compilation and submission of AQAR Session 2023-2024.
3. To discuss the compilation and submission of NIRF Pertaining data for Ranking 2025.
4. Registration of institution for NIRF Ranking 2025.
5. Any other points with the permission of chair.

With Kind Regards,


Director IQAC
Malwanchal University,
Indore (M.P.)

Cc to:

- Chancellor
- Vice chancellor
- Pro-Vice- Chancellor
- Registrar
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Ref.No.MU/IQAC/MOM/2024/03

Date: 17/10/2024

Minutes of IQAC Meeting

The meeting of IQAC was held on 16/10/2024. The meeting was presided over by the vice chancellor. Persons who attended the meeting are as per the list enclosed.

Following are the minutes of the meeting:

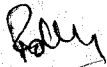
- 1) **Agenda 1:** Approval of minutes of meeting of previous IQAC meeting. The minutes of the previous meeting were read and confirmed by all the members present.
- 2) **Agenda 2:** To discuss the compilation and submission of AQAR session 2023-24.
 - Dr. Sanjeev Narang informed the house that the university has received Grade B+ after the appeal procedure. He emphasized the need for consistent efforts to improve the grade and establish the university on global front. All members were informed that the data requirement for AQAR submission period is from July 2023 to June 2024, with a deadline of 30th November 2024. AQAR 23-24 prescribed formats will be sent to official email IDs of all institutions.
 - Dr. Sudha Shrivastava reported that a meeting with nodal officers of all institutions has been conducted regarding the same.
- 3) **Agenda 3:** To discuss the compilation and submission of data pertaining to NIRF ranking 2025.
 - Dr. Rolly Agarwal announced that registration for NIRF Ranking 2025 has begun, with a deadline of 7th November 2024. University will register for the overall category and all the HOIs were requested to expedite the data compilation, verification and submission for the same. The formats for the NIRF data requirement will also be sent to the official email ids of all the concerned institutions.

4) **Agenda 4:** Registration of institutions for participation in NIRF Ranking 2025.

Head of Institutions were urged to register their institutes to participate in the NIRF Rankings 2025 by 7th November 2024.

5) **Agenda 5:** Any other points with the permission of the chair. Discussion was held regarding institutional distinctiveness, best practices and enhancement of collaborative activities.

The meeting ended with vote of thanks to the chair.



**Director IQAC
Malwanchal University,
Indore (M.P.)**

Cc:

- Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- Controller of Examination
- Addl. Registrar
- Dy. Registrar
- Director HR
- Director Research
- All HOIs
- All Nodal Officers (Through HOI)
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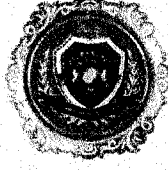
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Ref. MU/IQAC/CIR/2025/02

Date: 03/02/2025

**To,
The HOI's
Malwanchal University,
Indore (M.P.)**

**Subject: - IQAC Meeting on NAAC Assessment Criteria requiring immediate attention
Sir/ Madam,**

This is to inform you that an important meeting of the Internal Quality Assurance Cell (IQAC) has been scheduled on 5th February 2025, to address the critical issues related to the NAAC assessment. The meeting will be presided by Dr. Sanjeev Narang, Honorable Vice- Chancellor, Malwanchal University. The primary focus of this meeting will be to discuss and take immediate action on the NAAC criteria that require urgent attention within the next two months, with a specific emphasis on bridging the gaps that currently exist.

Agenda:

1. A review of the NAAC criteria that require immediate attention.
2. Identification and discussion of gaps in the current processes and practices.
3. Formulation of action plans to address these gaps effectively.

In light of the importance of this meeting, Heads of Institutions (HOIs) and the designated nodal officers from each institute are kindly requested to attend and actively contribute.

Date: 5th February 2025

Venue: Council Hall, Malwanchal University

Time: 12:00pm

Thank you for your ongoing commitment to enhancing the quality standards at Malwanchal University

With Kind Regards,

**Director IQAC
Malwanchal University,
Indore (M.P.)**

Cc to:

- Chancellor
- Vice chancellor
- Pro-Vice- Chancellor
- Registrar
- Director Examination
- Director Research
- Director HR
- CAFO
- All HOIs
- File

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Ref.No.MU/IQAC/MOM/2025/01

Date: 07/02/2025

Minutes of IQAC Meeting

The meeting of the Internal Quality Assurance cell (IQAC) was held on 05/02/2025. Persons who attended the meeting are as per the list enclosed. Hon'ble Vice Chancellor chaired the meeting. Director, IQAC welcomed all the members to the meeting and continued the proceedings as per the agenda.

Following are the minutes of the meeting:

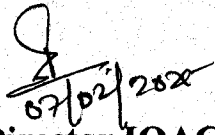
1. **Agenda 1:** The minutes of the previous IQAC meeting held on 16th October 2024 were read and approved.
2. **Agenda 2:** Action taken report on the decisions of the previous IQAC Meeting

S. No	Recommendation of Committee	Action taken
1.	Compilation and submission of AQAR session 23-24.	It was informed that the AQAR for the session 23-24 had been successfully submitted on the portal
2.	To discuss the compilation and submission of NIRF pertaining data for NIRF Ranking 2025.	It was informed that the data for NIRF Ranking 2025 has been uploaded on the DCS portal.
3.	Registration of individual Institutions for NIRF Ranking 2025.	Separate registration for participation in NIRF Ranking 2025 has been done for IMCHRC, IIDS and IIP.

3. **Agenda 3:** The committee commenced by reviewing the NAAC criteria that require immediate attention. The key areas that were identified as critical for the institution's NAAC accreditation process included the documentation of academic and administrative processes, student support services, and research output.
4. **Agenda 4:** The committee identified several gaps in the current processes related to research project submissions, grant proposals, and faculty development programs. Some challenges noted were delays in submission timelines for seed funding and research grant applications.
- **Agenda 5:** Formulation of action plan was discussed and the following points were unanimously agreed upon.
- **Submission of Research Projects & Seed Money Approval:** Departments will coordinate with the university's research department to ensure timely submission of research projects for seed money approval
- **Research Grant Proposals:**
All HOIS were requested to create a database of available government and non-government agencies offering research grants pertaining to their speciality and disseminate this information regularly to faculty.
- **Collaborative Research & Consultancy Projects:**
Identify potential avenues for collaborative research with other institutions and industry partners. The institutions were advised to appoint committees that will approach relevant organizations for advisory roles and consultancy opportunities, including clinical trials.

- **Financial Support for Conferences and Seminars:**
Encourage faculty members to submit applications for financial assistance to attend conferences, seminars, and fellowships.
- **Social Responsibility Activities and Workshops:**
Ensure detailed expenditure reports are submitted after organizing institutional social responsibility initiatives, conferences, and workshops. Assign specific committees to oversee the implementation of these action items and ensure proper documentation is maintained.
- A detailed list of all the metrics as per the NAAC health sciences manual requiring immediate action for continuous and consistent quality improvement was circulated to all present. It was decided that updates on the status of the action items to be presented in the next IQAC meeting and to ensure that all stakeholders are informed of the updated guidelines and processes.

The meeting ended with vote of thanks to the chair.


Director IQAC
Malwanchal University,
Indore (M.P.)

Cc:

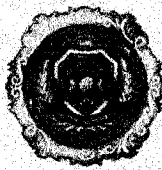
- Chancellor
- Pro Chancellor
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- Registrar
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Registration No. MPPU20; NAAC Accredited



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Website : www.malwanchaluniversity.in

University Address:

Index City, NH-59A, Nemawar Road,
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mail : registrar@malwanchaluniversity.in
h./Fax: 0731-4013774

Constituent Units : *Index* Medical/Dental/Nursing/Pharmacy/Paramedical/Ayurvedic/Homoeopathic/Agriculture/Management, Arts & Sciences/Law

Ref.No.: MU/RO/2025/74

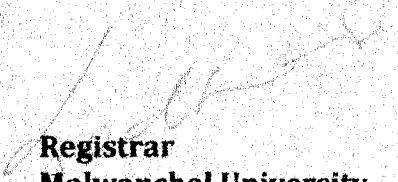
Date:- 03.05.2025

ORDER

A Meeting has been scheduled on 05.05.2025 (Monday) at 11:30 AM in Conference Hall, Malwanchal University. All HOIs are requested to send the concerned person and NAAC nodal officers for a meeting pertaining to the agenda mentioned below :

1. Discussion regarding the information to be submitted for applying for UGC(12B) status.
2. Generation of e-content by faculty members.
3. Syllabus Revision.
4. Submission of Minutes of Meeting (MOM) of various committee.

With kind Regards,


Registrar
Malwanchal University,
Indore (M.P.)

Cc:

- Office of the Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Controller of Examination
- Addl. Registrar
- All HOIs
- Director IQAC
- All Concerned Members (Through HOIs)
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Ref.No.MU/IQAC/MOM/2025/02

Date: 10/05/2025

Minutes of IQAC Meeting

The meeting of the Internal Quality Assurance cell (IQAC) was held on 05/05/2025 presided over by Dr. Lokeshwar Singh Jodhana Registrar Malwanchal University the meeting started with welcome of all the IQAC members by Dr. Rolly S. Agrawal Director IQAC.

Following are the minutes of the meeting:

Agenda were discussing the importance and relevance of the application of 12B status of university was discussed followed by point wise discussion on the information to be provided for the same.

1. It was decided that the information has to submit in both hard and soft copy to the university by 12/05/2025 along with relevant supporting document.
2. The Institutions were briefed about the inspection procedure for the same and were advised to maintain the necessary documentation.
3. All faculty members were instructed to generate E-content in form of video lectures (minimum 2) to supplement hybrid learning for all the students through institutional learning management system.
4. All programs to undergo syllabus revision and updation of minutes of meeting of Board of Studies for the current academic year and implementation of choice based credit system as applicable was also discussed.
5. All the institutional committees have to ensure conduction of meetings as per the terms of reference and ensure submission of the same to the university IQAC office
6. Any other point with the permission of the chair.

All Institutions were instructed to forward the names of Nodal Officer for the purpose of coordination with IQAC committee. The conduction of academic and administrative audit was discussed and the same is proposed to be conducted during the second week of June 2025 the details circular is to be circulated.

The meeting ended with vote of thanks to the chair.

20/05/2022
Director IQAC
Malwanchal University,
Indore (M.P.)

Cc:

- Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- Controller of Examination
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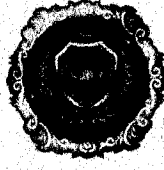
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Ref.No. MU/RO/CIR/2025/120

Date: 19.07.2025

CIRCULAR

For the Smooth conduction of Academic and Administrative Audit, an orientation meeting has been scheduled on 22.07.2025 (Tuesday) at 12:00 PM in the Conference Hall, Malwanchal University, Indore. All the concerned members are requested to attend the same.

With kind Regards,


Registrar
Malwanchal University,
Indore (M.P.)

Cc:

- Office of the Chairman
- Office of the Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Addl. Registrar
- All HOIs
- Dean, Academics
- All Directors
- CAO
- Account Department
- All the Members of Maintenance Committee
- All Concerned Persons
- All Nodal Officers-NAAC (Through HOI)
- CSO
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Constituent Units : *Index* Medical/Dental/Nursing/Pharmacy/Paramedical/Ayurvedic/Homoeopathic/Agriculture/Management, Arts & Sciences/Law

Ref.No.MU/IQAC/MOM/2025/03

Date: 28/07/2025

Minutes of IQAC Meeting

The meeting of the Internal Quality Assurance cell (IQAC) was held on 22/07/2025. Director, Dr. Lokeshwer Singh Jodhana welcomed the members and underlined that an internal AAA is mandatory to ascertain the presence and adequacy of quality-assurance procedures and all the members to the meeting and continued the proceedings as per the agenda.

Following are the minutes of the meeting:

1. Orientation on the forthcoming Academic & Administrative Audit in line with NAAC's Revised Accreditation Framework (RAF).
2. Presentation and finalization of four AAA pro-forma.
3. Identification of evidence/records to be maintained.
4. Suggestions for strengthening academic processes.
5. Action plan and timelines.

1. Orientation & Presentation by Director-IQAC

Director IQAC gave an overview of the academic and administrative audit process and the Quality Indicator Framework (QIF) of NAAC, emphasizing that these would be the main focus areas of the internal audit.

Dr. Rolly Agarwal explained the four-tier pro-forma including

- Institutional – governance, stakeholder feedback, internal & external audit compliance.
- Departmental – CO-PO mapping, curriculum delivery, research output, student support.
- Laboratory– equipment utilization logs, calibration certificates, safety & waste-disposal protocols.
- Human-Resource (HR) – service books, appraisal/API/PBAS forms, FDP records, welfare measures.

2. Identification of evidence/records to be maintained.

The discussion highlighted required supporting documents, policy manuals, BOS minutes, lesson plans, e-content links, purchase orders, MOUs, stock registers, maintenance logs and audited statements.

3. Suggestions for strengthening academic processes.

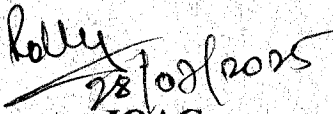
Suggestions from Dean (Academics) Dr Salil Bhargav included,

- **Curricular Enhancement:** Introduce CBCS electives on emerging areas; ensure 100 % syllabi linkage to POs.
- **Teaching-Learning Quality:** Institutionalize peer-review of lesson plans; mandate use of LMS for every course.
- **Faculty Development:** Each Institute to organize FDPs and IQAC to maintain central repository.
- **Student Support:** Strengthen bridge courses and mentoring for slow & advanced learners; document impact.
- **Research Culture:** Submission of projects under the seed-fund scheme and encourage interdisciplinary research.

5. Action Points & Timelines

S.No.	Task	Responsible	Deadline
1.	Circulate finalized AAA pro-forma & evidence checklist to all HOIs	IQAC	22nd Jul 2025
2.	Submission of filled-in pro-forma with documents	All HOIs/Section Heads	10 Aug 2025
3.	Internal audit visits & verification	AAA Core Team	Second week of August details to be intimated
4.	Compilation of AAA report & Action-Taken Matrix	IQAC	30 Aug 2025
5.	Presentation of findings to Vice-Chancellor & Management	Registrar & IQAC	Academic Council Meeting

Dr. Rolly S. Agarwal thanked the Registrar and Dean (Academics & Research) for their guidance and reaffirmed IQAC's commitment to continuous quality improvement. The meeting concluded at 1: 45 p.m.


Director IQAC
Malwanchal University,
Indore (M.P.)

Cc:

- Chancellor
- Pro Chancellor
- Vice Chancellor
- Pro Vice Chancellor
- Registrar
- Controller of Examination
- Addl. Registrar
- Dy. Registrar
- Director Research
- Director Examination
- Director HR
- Dean (Academics & Research)
- All HOIs
- All Nodal Officers (Through HOI)
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