

**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on April 25, 2025.**

Director IQAC presented the various agenda points with the committee members which were discussed and analysed as follows:

**Agenda point 1: Updation of Departmental Website**

Members discussed the need for regular updates to the departmental website to include the latest faculty publications, achievements, infrastructure updates, and on-going projects.

It was proposed that the entire department website coordinators appointed have to ensure timely updates to the IQAC team.

**Action taken:**

- Reviewed and update static content by the Website Coordinator by 20<sup>th</sup> May 2025.
- Upload recent news/events monthly.
- Collect faculty updates quarterly.

**Agenda point 2: Comments for Curricula Revision from Experts from Industry**

Feedback received from invited industry experts was reviewed. In the meeting, few suggestions were included like incorporating more practical and project-based components, inclusion of current technologies and tools used in the industry and more electives with industry relevance. A sub-committee was formed to incorporate viable suggestions into the proposed curriculum revision.

**Action taken:**

- Finalize list of changes by 20<sup>th</sup> May 2025.
- Present draft curriculum to the Board of Studies.
- Implement changes from next Academic Session.

**Agenda point 3: Seed Money Proposal from Faculty**

Proposals received from faculty were discussed. Areas covered included pilot research projects, equipment procurement, and interdisciplinary collaborations. A panel was formed to evaluate the proposals based on merit, feasibility, and alignment with departmental goals.

**Action taken:**

- Format for final proposal submission and deadline decided.
- Selected proposals to receive seed funding from next quarter.





# DAV University, Jalandhar

## Internal Quality Assurance Cell (IQAC)

Meeting of IQAC Held on 25.03.2025.

### Attendance Sheet

S.No.	Name	Designation	Signature
1	Dr. Manoj Kumar	Vice Chancellor	
2	Dr. Sangeet Kumar Shasna	Registrar	
3	GAUTAM SHARMA	External Expert	
4	AHSANUL-HAQ	External Expert	
5	Dr. R. K. Sethi	Dean Sci & Engg.	
6	Dr. K. S. Thind	Member.	
7	Dr. Gritika Nagrat.	member.	
8	Dr. Kamaljeet Kaur	Member.	
9	Dr. Girish Taneja	Member.	
10	Dr. Sammiti Khosla	Member.	
11	Dr. Sandeep Vij.	Member.	 1/2023
12	Dr. Rekha Gaba	Member.	 10/23
13	Dr. Ashutosh Sharma	Member.	 10/23
14	Dr. Sangeet Kumar Shasna	Member.	 10/23
15	Dr. Rahul Hans.	By Director IQAC	 10/23
16	Dr. Sabna Sethi	Director IQAC	 10/23
17	Dr. Braveen Guleria	member.	 10/23
18	Dr. Tejinder Kaur.	Assistant Professor	 10/23
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**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on August 22, 2024.**

At the outset, Dy. Director IQAC welcomed the Vice Chancellor, Registrar, Deans of various faculties, External experts, and the internal members of the university, student representatives and alumni members in the meeting. After the formal welcome, Director IQAC delivered a detailed presentation about the various initiatives made by IQAC. After the presentation, the committee members step by step considered, discussed and analysed the following agenda points:

**Agenda point: Submission of NAAC SSR**

**1. Overview of NAAC SSR Requirements**

The Chairperson, worthy Vice Chancellor briefed all members on the importance of the Self-Study Report (SSR) in the NAAC accreditation process and the necessity of adhering to the format, timeline, and quality expectations set by NAAC. A summary of key criteria and quantitative metrics (QnM) and qualitative metrics (QIM) was presented for clarity. The assigned faculty teams to specific NAAC criteria to focus on data compilation and drafting.

**2. Review of Data Compilation Status**

Each criterion coordinator presented the current status of data collection and documentation. Gaps in certain areas such as alumni engagement data, outreach activities, and student progression were identified.

**Action taken:** Additional support will be provided to complete pending areas. A common shared folder will be maintained for version control and collaboration.

**3. Timeline for Completion**

To ensure timely submission, an internal deadline and review schedule was discussed. The draft version should be ready ahead of the final upload to allow for feedback, editing, and formatting checks.

**Action taken:** A detailed timeline was finalized as follows:

- Draft submission of all criteria: 27 August 2024
- Internal review meeting: 28 August 2024
- Final SSR compilation: 30 August 2024
- Upload to NAAC portal: 15<sup>th</sup> September 2024

**4. Quality Assurance Measures**

The need for consistency in language, formatting, evidence tagging and adherence to NAAC guidelines was emphasized. It was suggested that past SSRs from other accredited departments/institutes be used as references.

**Action taken:** A checklist based on the NAAC Manual will be circulated to all contributors.





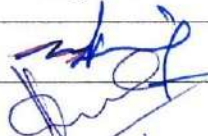
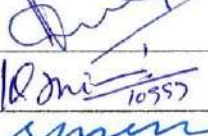
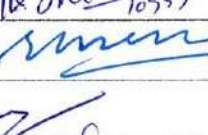
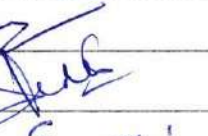
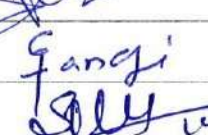
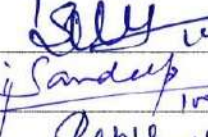
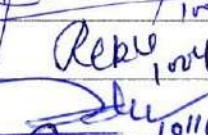
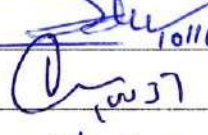
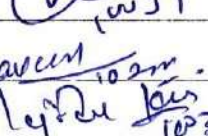


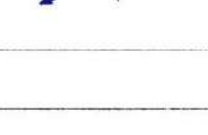
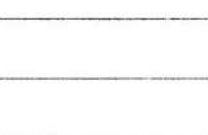
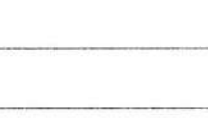
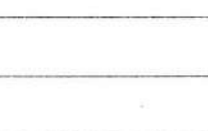

# DAV University, Jalandhar

## Internal Quality Assurance Cell (IQAC)

Meeting of IQAC Held on 22 Aug 2024 at

Venue: Conference Hall

### Attendance Sheet

S.No.	Name	Designation	Signature
1	Dr. Manoj Kumar	Vice - Chancellor	
2	Dr. K.N. Kaur	Registrar	
3	Dr. K.S. Thind	Dean Agriculture	
4	Dr. R.K. Seth	Dean Sci & Engg.	
5	Dr. Giliika Nagrahn	Dean CBM&E	
6	Dr. Kamaljeet Kaur Sidhu	Dean Law	
7	Dr. Girish Tanga	Assoc. Prof. CBM&E	
8	Dr. Samriti Khosla	Assoc. Prof. Physics	
9	Dr. Sandeep Vij	Assoc. Prof. CBM&E	
10	Dr. Lekha Gaba	Assoc. Prof. Chemistry	
11	Dr. Ashutosh Sharma	Assoc. Prof. Agri.	
12	Dr. Sanjeev Kumar Sharma	Assoc. Prof. CSA	
13	Dr. Praveen Guleria	Asst. Prof. Biotech	
14	Dr. Tejinder Kaur	Asst. Prof. Zoology	
15	Dr. Sapna Sethi	Director IQAC	
16	Dr. Rahul Hans	Dy. Director IQAC	
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# **DAV University, Jalandhar**

## **Internal Quality Assurance Cell**

**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on April 27, 2024.**

At the outset, Dr. Rahul Hans, Dy. Director IQAC welcomed the Vice Chancellor, Registrar, Deans of various faculties, External experts, and the internal members of the university, student representatives and alumni members in the meeting. After the formal welcome, Dr. Sapna Sethi, Director IQAC delivered a detailed presentation about the various initiatives made by IQAC. After the presentation, the committee members step by step considered, discussed and analyzed the following agenda points:

### **Agenda point 1: As a part of NAAC criteria 1: Curricular Aspects**

Feedback to be collected from all the stakeholders to facilitate the process of revision and redesign of curricula.

In the meeting it was resolved that already feedback is being taken from students regarding teaching, courses and programmes and the feedback systems for hostels and student support facilities to be initiated.

### **Agenda point 2: As a part of NAAC criteria 2: Teaching Learning and Evaluation**

To work towards Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experience and to use ICT-enabled tools including online resources for effective teaching learning process.

It was presented in the meeting, that as per the initiative taken by the IQAC the departments are already taking activity based learning sessions. In the meeting, it was resolved that for using the ICT-enabled tools, an in house developed LMS system by Dr. Sanjeev Kumar Sharma be implemented in the university.

### **Agenda point 3: As a part of NAAC criteria 3: Research, Innovations and Extension**

To increase the count of research publications and patents

In the meeting it was resolved that faculty must be encouraged to publish research articles in good quality journals and also to work for patents.

### **Agenda point 4: As a part of NAAC criteria 4: Infrastructure and facilities**

It was discussed in the meeting that faculty should use ICT tools for effective teaching



In the meeting it was resolved that virtual labs be implemented to provide a complete Learning Management System around the Virtual Labs where the students/ teachers can avail the various tools for learning, including additional web-resources, video-lectures, animated demonstrations and self-evaluation.

**Agenda point 5: As a part of NAAC criteria 5: Student support and progression**

Discussion regarding collection of progression data of the students for higher studies.

In the meeting it was decided to develop a system for the collection of relevant information from the students.

**Agenda point 6: As a part of NAAC criteria 6: Governance leadership and management**

Discussion regarding strategic plan, administrative and academic audit and other IQAC Initiatives for Quality Assurance.

It was resolved in the meeting that IQAC must take initiatives to work according to University strategic plan.

The meeting was concluded with a vote of thanks by Dr. Daljit Kaur, Assistant Director IQAC.

**Action taken by IQAC**

1. A good flow of dynamic feedback systems (online) is initiated in the University in which students give feedback for
  - Faculty (Students feedback for teachers)
  - Courses (Courses exit survey)
  - Programmes (Programme exit survey)
2. Conducted a workshop on Activity-based learning and departments are implementing it for teaching various courses.  
For Usage of ICT based tools Projectors were installed in the class rooms and a workshop has been conducted for the faculty for using LMS.
3. Faculty members have been regularly motivated to publish research papers/book chapters in various conferences and journals
4. Departments have been encouraged to organize international conferences/short term training programmes/workshops/expert lectures
5. Faculty members have been regularly motivated to develop e-content of the courses taught by them.
6. Regarding collection of progression data of the students for higher studies DAVIS has been directed to develop an online component to collect the relevant information
7. Academic and administrative audits are conducted regularly.



8. Action taken reports for mentoring and advanced and slow learners are collected and evaluated regularly.
9. Faculty appraisal is done regularly.

  
**Dy. Director IQAC**  
(Dr. Rahul Hans)

  
**Assistant Director IQAC**  
(Dr. Shelly Garg)

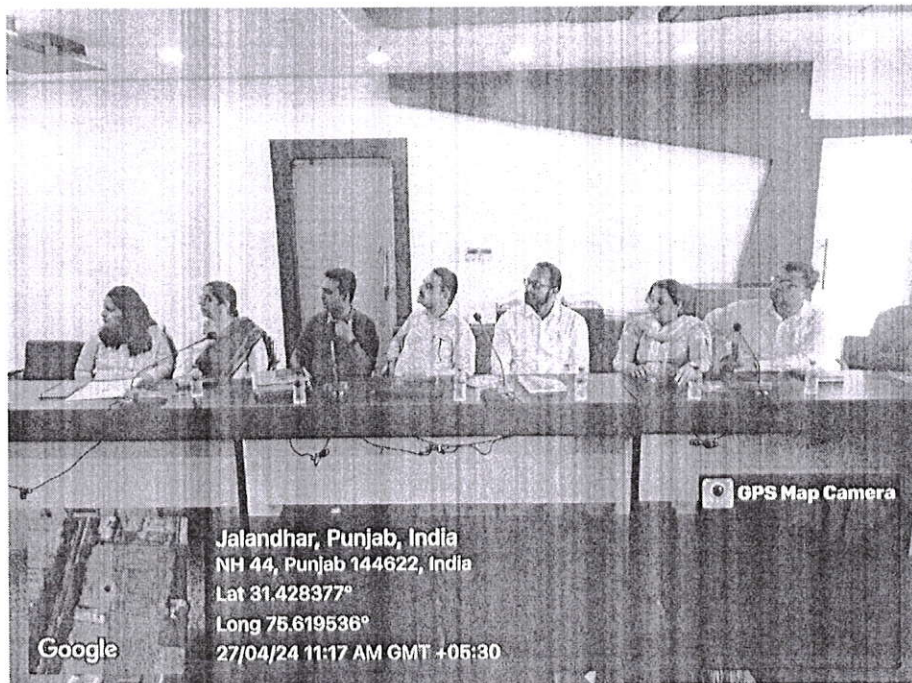
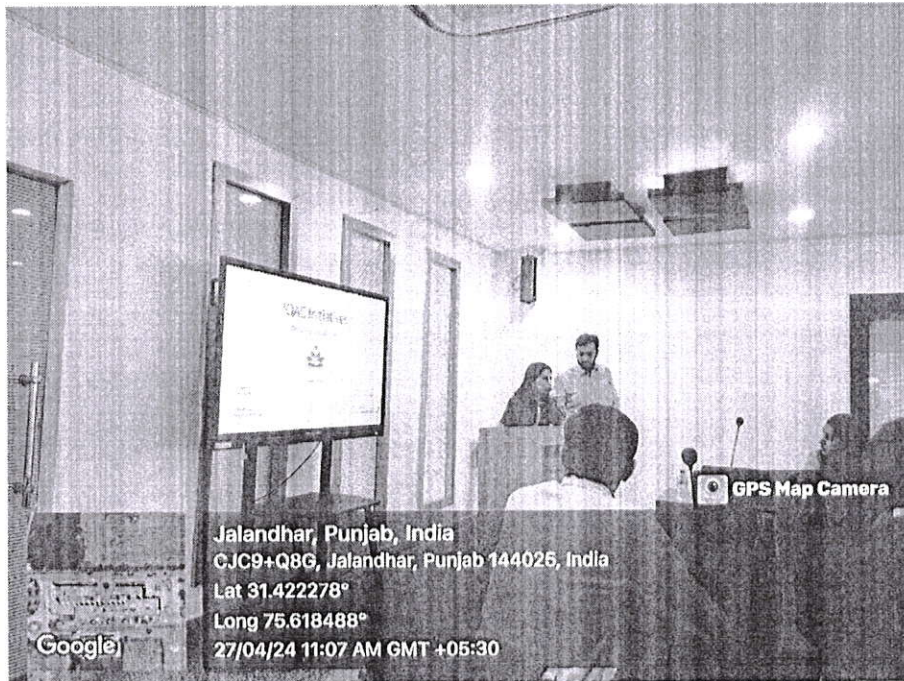
  
**Assistant Director IQAC**  
(Dr. Daljit Kaur)

  
**Director IQAC**  
(Dr. Sapna Sethi)  
27/4/2024

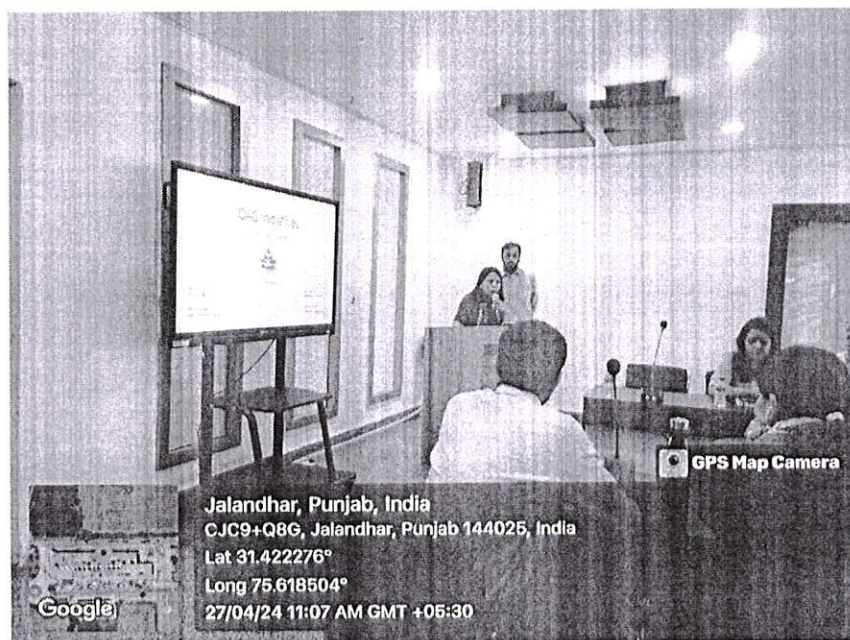
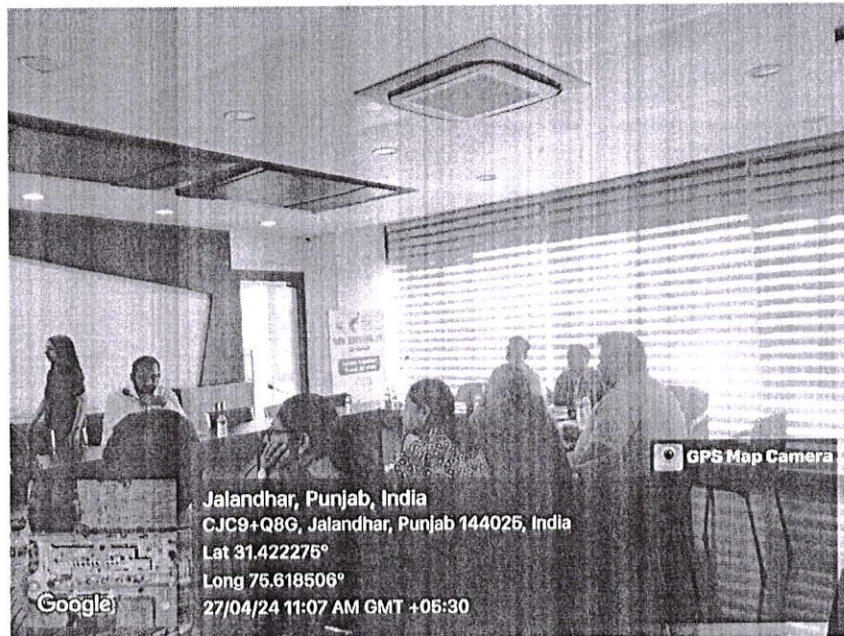
  
**Vice Chancellor**















# DAV University, Jalandhar

## Internal Quality Assurance Cell (IQAC)

Meeting of IQAC Held on 27.04.2024 at 11:00 AM

Venue: Conference Room

### Attendance Sheet

S.No.	Name	Designation	Signature
1	Prof. (Dr.) Manoj Kumar	Vice Chancellor	
2	Dr. Sanjeev K. Sharma	Registrar	
3	GAUTAM SHARMA	External Expert	
4	AHSANOL-HAQ	External Expert	
5	Dr. Rekha Gaba	Member	
6	Dr. Keshav Walra	Member	
7	Vidya Pandey	Member	
8	Dr. Karan Gulcia	Member	
9	Dr. Ashish Sharma	Member	
10	Dr. Kamaljeet Kaur Sidhu	Member	
11	Prof. K.N. Kaul	Member	
12	Dr. Ashutosh Gupta	Member	
13	Dr. Giteka Nagrath	Member	
14	Dr. Sudhir Kumar	Member	
15	Dr. Sandeep Vij	Member	
16	Dr. Girish Tanga	Member	
17	Dr. Daljit Kaur	Asst. Director, IQAC	
18	Dr. Shelly Rang	Asst. Director, IQAC	
19	Dr. Sanjeev Kumar Sharma	Associate Prof. CSA	
20	Akash Gill	Asst. Prof. C.S. E	
21	Jatin Malhotra	Student CSE	
22	Poojant Dwivedi	Student (Physics)	
23	Sakshi Sharma	Student (Chemistry)	
24	Kirti	Student (Physics Hons.)	
25	Kirti Sharma	Student (Physics Hons.)	
26	Dr. Tejinder Kaur		



**DAV University, Jalandhar**  
**Internal Quality Assurance Cell**

**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on 28<sup>th</sup> October, 2023.**

**Agenda point 1: Strategic plan of the University**

In the meeting it was resolved to develop strategic plan document of the University which is a dynamic document indicating future vision, mid-to-long-term goals and objectives of the University

**Agenda point 2: Regarding development of various policies**

In the meeting it was resolved to review various policies including IT policy, Research policy, Maintenance policy and code of conduct for students and teachers.

**Agenda point 3: Regarding applying for National Institutional Ranking Framework (NIRF) ranking**

It was decided to apply for National Institutional Ranking Framework (NIRF) ranking in the following categories:


1. Agriculture and Allied Sciences
2. Management
3. College
4. Overall

**Agenda point 4: Regarding increasing the number of MoUs with industry, educational institutes and research labs.**

It was decided to have more MoUs with industry, educational institutes, research labs and other centres of excellence and further conduct various activities under them to open a window of opportunities for the students and faculty to gain global exposure during the course of education.


**Actions taken by IQAC**

1. IQAC developed the strategic plan indicating future vision, mid-to-long-term goals and objectives of the University.
2. IQAC in coordination with various criteria in charges framed various policies.
3. IQAC registered for National Institutional Ranking Framework (NIRF) ranking.

  
Director IQAC  
(Dr. Sapna Sethi)

28/10/2023



  
Dy. Director IQAC  
(Dr. Rahul Hans)

  
Vice Chancellor



# DAV University, Jalandhar

## Internal Quality Assurance Cell (IQAC)

Meeting of IQAC Held on 28 October at 2023

Venue: Conference Hall

### Attendance Sheet

S.No.	Name	Designation	Signature
1	Dr. Manoj Kumar	Vice Chancellor	
2	Dr. Sangeet Kumar Sharma	Registrar	
3	GAUTAM SHARMA	External Expert	
4	AHSANUL-HAQ	External Expert	
5	Dr. R. K. Sethi	Deen Sci & Engg.	
6	Dr. K. S. Thind	Member.	
7	Dr. Gritika Nagrat.	member.	
8	Dr. Kamaljeet Kaur	Member.	
9	Dr. Girish Taneja	Member.	
10	Dr. Samriti Khosla	Member.	
11	Dr. Sandeep Vij.	Member.	
12	Dr. Rekha Gaba	Member.	
13	Dr. Ashutosh Sharma	Member.	
14	Dr. Sangeet Kumar Sharma	Member.	
15	Dr. Rahul Hans.	Asst. Director IQAC	
16	Dr. Sabna Sethi	Director IQAC	
17	Dr. Braveen Gulera	member.	
18	Dr. Tejinder Kaur.	Assistant Professor	
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**DAV University, Jalandhar**  
**Internal Quality Assurance Cell**

**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on April 22, 2023.**

At the start, Dr. Sapna Sethi Director IQAC welcomed the Vice Chancellor, registrar, deans of various faculties, external experts, and the internal members of the university, student representatives and members from alumni in the meeting. The following agenda points were considered, discussed and analyzed by the committee members:

**Agenda point 1: Regarding development of Faculty self-appraisal half yearly proforma (qualitative assessment)**

In the meeting it was resolved to develop faculty self-appraisal proforma to assess half-yearly performance of the faculty members in terms of teaching, research and further their participation in additional activities in the University.

**Agenda point 2: Regarding development of Annual Increment Proforma (quantitative assessment)**

In the meeting it was resolved to develop annual increment proforma for faculty members to assess their scores in academics, research publications, research guidance, funded projects, consultancy, events organization, additional responsibilities, participation in invited talks/resource person/paper presentation, extra-curricular activities/extension activities with the purpose to encourage them to improve their performance wherever required.

**Agenda point 3: Regarding starting of industry collaborated Co-op programmes for the students.** In the meeting it was resolved to start industry collaborated Co-op programmes for the students to bridge the gap between industry and academia.

**Agenda point 4: Regarding starting of B. Pharma and D. Pharma programmes**

In the meeting it was resolved to start B. Pharma and D. Pharma programmes as per the demand of the pharmaceutical market to provide job opportunities to the students in both the public and private sector.

**Agenda point 5: Regarding implementation of NEP-2020 guidelines**

  
10/8/23





It was resolved in the meeting to implement NEP-2020 guidelines in all the undergraduate programmes run by the University.

**Agenda point 6: Regarding participation in CUET for admissions to different programmes to the students**

It was resolved in the meeting to participate in Central University Entrance Test (CUET), for admission to different programmes for the session-2023-24.

**Agenda point 7: Regarding organizing various activities under MOUs**

It was decided in the meeting to organize various activities under various existing MoUs.

**Actions taken by IQAC**

1. IQAC collected half-yearly self-appraisal from the faculty and further analyzed the performance reports.
2. IQAC deputed faculty members with each MoU and requested to conduct the activities under each MoU.

  
Director IQAC 22/04/2023.  
(Dr. Sapna Sethi)

  
Dy. Director IQAC  
(Dr. Rahul Hans)

  
Vice Chancellor



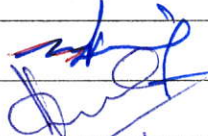
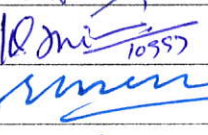
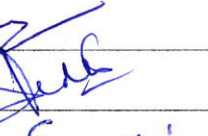
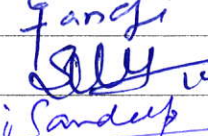
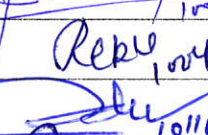
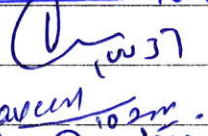


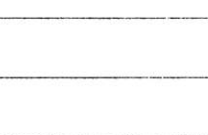
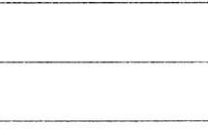



# DAV University, Jalandhar

## Internal Quality Assurance Cell (IQAC)

Meeting of IQAC Held on 22 April 2023 at \_\_\_\_\_

Venue: Conference Hall

### Attendance Sheet

S.No.	Name	Designation	Signature
1	Dr. Manoj Kumar	Vice - Chancellor	
2	Dr. K.N. Kaul	Registrar	
3	Dr. K.S. Thind	Dean Agriculture	
4	Dr. R.K. Seth	Dean Sci & Engg.	
5	Dr. Giliika Nagrahn	Dean CBM&E	
6	Dr. Kamaljeet Kaur Sidhu	Dean Law.	
7	Dr. Girish Tanga	Assoc. Prof. EBM&E	
8	Dr. Samriti Khosla	Assoc. Prof. Physics.	
9	Dr. Sandeep Vij	Assoc. Prof. CBM&E	
10	Dr. Lekha Gaba	Assoc. Prof. Chemistry	
11	Dr. Ashutosh Sharma	Assoc. Prof. Agri.	
12	Dr. Sanjeev Kumar Sharma	Assoc. Prof. CSA	
13	Dr. Praveen Guleria	Asst. Prof. Biotech	
14	Dr. Tejinder Kaur	Asst. Prof. Zoology	
15	Dr. Sapna Sethi	Director IQAC	
16	Dr. Rahul Hans	Dy. Director IQAC	
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**DAV University, Jalandhar**  
**Internal Quality Assurance Cell**

**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on October 22, 2022.**

At the beginning, Dr. Sapna Sethi, Director IQAC welcomed the Vice Chancellor, registrar, deans of various faculties, external experts, and the internal members of the university, student representatives and alumni members in the meeting. After the formal welcome, the committee members step by step considered, discussed and analyzed the following agenda points:

**Agenda point 1: Regarding development of vision, mission of all the departments and course outcomes of various courses in the university.**

In the meeting it was resolved that every department will develop its vision and mission statement. Further, the departments will also define the course outcomes of every course taught in the university.

**Agenda point 2: Regarding framing of questions in the question papers, assignments and quizzes as per blooms taxonomy levels.**

In the meeting it was resolved to restructure the question paper, assignment and quiz format for inclusion of blooms taxonomy levels and further mentioning course outcome associated with each question.

**Agenda point 3: Regarding development and implementation of online feedback systems.**

In the meeting it was resolved that various online feedback systems should be developed on DAVIS portal (faculty feedback, course exit survey and programme exit survey) for obtaining feedbacks from the students.

**Agenda point 4: Regarding calculation of the course outcome attainment (quantitative).**

In the meeting it was resolved that based upon the marks scored by the students in MSE, ESE, assignment & quiz the CO attainment of every course is to be calculated to relate the quantitative attainment with programme outcomes, programme specific outcomes. It helps to encourage and apply Outcome Based Education for improving learning outcomes.

**Agenda point 5: Regarding maintain course files for theory as well as practical courses.**

Course files are the complete record of teaching-learning methodologies used for delivering the content, further indicating the quality of a course that how the course was designed and delivered. It was discussed in the meeting that faculty should maintain the course files for theory as well as practical courses containing time table, course syllabus, course handouts, attendance record, question papers, curriculum gaps, assignments, question bank, CO attainment etc.

**Agenda point 6: Regarding preparation of Academic Manual**

It was discussed in the meeting that academic manual shall be prepared by IQAC in collaboration with department of Academic Affairs to help various stakeholders to understand the wide range of academic activities at DAV University.

**Agenda point 7: Regarding development of MSE analysis proforma**

In the meeting it was resolved to conduct MSE analysis to evaluate student's performance in each course and further to identify advanced and slow learners in each course and to further decide course of action for slow and advanced learners.

**Agenda point 8: Academic Audit**



*S. Sethi*  
15/10/22



In the meeting it was resolved to conduct interdepartment academic audit of the course files by the assigned auditors under the guidance of IQAC and a consolidated department wise academic audit report will be generated.

#### Actions taken by IQAC

1. IQAC finalized the questions for the various feedback systems and instructed the DAVIS team to develop the online feedback systems.
2. IQAC guided the faculty regarding the preparation of course files.
3. IQAC guided the faculty regarding the calculation of CO attainment sharing the sample CO attainment sheet.
4. IQAC prepared the academic manual in collaboration with department of academic affairs.
5. IQAC conducted interdepartment audit and the reports of the academic audit were collected and analysed.

  
Director IQAC 22/10/2022  
(Dr. Sapna Sethi)

  
Dy. Director IQAC  
(Dr. Rahul Hans)

  
Vice Chancellor



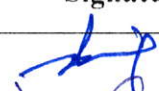

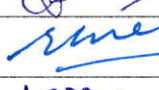
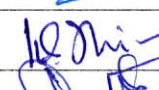

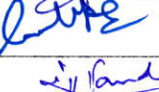

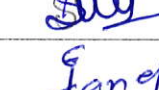
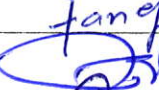
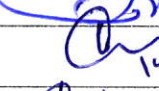
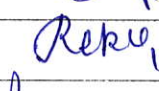

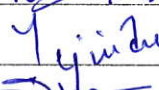
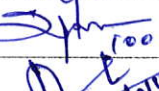


# DAV University, Jalandhar

## Internal Quality Assurance Cell (IQAC)

Meeting of IQAC Held on 22 October 2022

Venue: Conference Hall

### Attendance Sheet

S.No.	Name	Designation	Signature
1	Dr. Manoj Kumar	Vice-chancellor	
2	Dr. K.N. Kaul	Registrar	
3	Dr. R.K. Sethi	Dean Sci & Tech.	
4	Dr. K.S. Thind	Dean, Agriculture	
5	Dr. Kamaljeet Kaur	Dean Law	
6	Dr. Gitiika Nagrath	Dean CBMSE	
7	Dr. Sandeep VJ	Assoc. Prof. CBMSE	
8	Dr. Samriti Khosla	Assoc. Prof. Physics	
9	Dr. Girdih Tanuja	Assoc. Prof. CBMSE	
10	Dr. Ashutosh Sharma	Assoc. Prof. Agr.	
11	Dr. Sangeev K. Sharma	Assoc. Prof. CSM	
12	Dr. Rekha Gaba	Assoc. Prof. Chemistry	
13	Dr. Praveen Guleria	Asst. Prof. Biotech	
14	Dr. Teginder Kaur	Asst. Prof. Zoology	
15	Dr. Sapna Sethi	Director IQAC	
16	Dr. Rahul Hans	Dy. Director IQAC	
17			
18			
19			
20			
21			
22			
23			



**DAV University, Jalandhar**

**Meeting of the IQAC**

**Meeting Date: 07.09.2022, Time: 3.00 PM Location: Room No.AC 09 (Academic Block)**

**Agenda of the Meeting**

1. Welcome of the members by the Chairman
2. Action plan of IQAC regarding activities for the session 2022-23
3. To assess the status of NAAC accreditation process
4. Any other items with the permission of Chair






## MINUTES OF THE MEETING

07/09/2022

The meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 was held on 07/09/2022 at 3.00 PM in AC-9 of Academic Block of DAV University. At the outset, Dr. Sapna Sethi, IQAC Director welcomed all the members of IQAC. The following agenda were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Sr.No.	Agenda	Resolution
1.	Action plan of IQAC regarding activities for the session 2022-23	It is decided that IQAC will conduct seminar/workshop on Research Methodology / Intellectual Property Rights (IPR) / National Education Policy (NEP) in the current session
2.	To assess the status of NAAC accreditation process	<p>Decision is taken regarding utilization of DAVIS Portal for maintaining data for Research publications/Books/Book Chapters as well as for feedback forms and further its discussion with the authorities.</p> <p>It was decided to have DAVIS person as a special Invitee in the next meeting.</p> <p>NAAC Coordinators decided to complete SSR (Self Study Report) and submit it at the earliest.</p> <p>It was decided to schedule a meeting with Departmental Coordinators for getting academic data for the session 2020-21.</p>
3.	To look for ERP solutions for maintenance of desired data for NAAC	Discussion took place on that how the ERP (Enterprise Resources Planning) solutions can be useful for collecting, disseminating, maintaining and analyzing the desired data for NAAC. It was decided to have thorough discussion on this with the authorities.

  
Director IQAC

  
Vice-Chancellor



**Attendance Sheet for the meeting of Internal Quality Assurance  
Cell (IQAC) Date: 07.09.2022 Time 3.00 PM**

S.No.	Name of Members	Designation	Signature
1.	Dr. Jasbir Rishi	Vice-Chancellor	<i>J Rishi</i>
2.	Dr. K.N.Kaul	Registrar	<i>K.N. Kaul</i>
3.	Dr.R.K.Seth	Dean Academics	<i>R.K. Seth</i>
4.	Dr. Yogesh Asstt. Professor, <i>Biotechnology</i> <i>Microbiology</i>	Member	<i>Yogesh</i>
5.	Dr. Girish Taneja Associate Professor, CBM	Member	<i>on leave.</i>
6.	Dr. Karan Paul Asstt. Professor, Biochemistry	Member	<i>K. Paul</i>
7.	Dr. Rekha Gaba Associate Professor, Chemistry	Member	<i>Rekha</i> 10043
8.	Dr. Anju Pathania Associate Professor, Agriculture	Member	<i>A. Pathania</i> 10102
9.	Dr. M.P. Garg Associate Professor, Mechanical Engg.	Member	<i>M.P. Garg</i> 10325
10.	Dr. Ashutosh Sharma Associate Professor, Agriculture	Member	<i>A. Sharma</i> 10110
11.	Dr. Geetika Nagrath Associate Professor, CBM	Member	<i>Geetika</i> 10160
12.	Dr. Manik Sharma Associate Professor, CSA	Member	<i>M. Sharma</i>
13.	Ms. Nishi Asstt. Professor, CSE	Member	<i>Nishi</i> 10048
14.	Dr. Tejinder Kaur Asstt. Professor, Zoology	Member (Management)	<i>Tejinder Kaur</i> 10034
15.	Dr. Rahul Hans Associate Professor, CSE	Dy. Director (IQAC)	<i>R. Hans</i> 10145
	Dr. Sapna Sethi Associate Professor, Chemistry	Director (IQAC)	<i>Sapna</i>

*Sapna Sethi*  
Director IQAC

*J Rishi*  
Vice-Chancellor





## MINUTES OF THE MEETING

07/09/2022

The meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2022-23 was held on 07/09/2022 at 3.00 PM in AC-9 of Academic Block of DAV University. At the outset, Dr. Sapna Sethi, IQAC Director welcomed all the members of IQAC. The following agenda were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

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3.	To look for ERP solutions for maintenance of desired data for NAAC	Discussion took place on that how the ERP (Enterprise Resources Planning) solutions can be useful for collecting, disseminating, maintaining and analyzing the desired data for NAAC. It was decided to have thorough discussion on this with the authorities.

*Sapna Sethi*  
Director IQAC



*[Signature]*  
Vice-Chancellor

**DAV University**  
**Internal Quality Assurance Cell**  
**Minutes of Meeting**

<b>Meeting Date:</b> September 3 <sup>rd</sup> , 2021	<b>Time:</b> 4:00 PM-5:00 PM	<b>Location:</b> IQAC Room
<b>Meeting Title:</b> Internal Meeting of IQAC to Discuss Criterions		
<b>Participants:</b>  <ol style="list-style-type: none"><li>1. Dr. Nakul Kundra (Deputy Director IQAC and also in-charge, criterion 7)</li><li>2. Dr. Yogesh (In-charge, Criterion 1)</li><li>3. Dr. Girish Taneja (In-Charge Criterion 2)</li><li>4. Dr. Anju Pathania (In-Charge Criterion 5)</li><li>5. Dr. Rekha Gaba &amp; Sapna Sethi (In-Charge Criterion 4)</li><li>6. Dr. M.P Garg (In-Charge Criterion 6)</li><li>7. Dr. Karan Paul (In-Charge Criterion 3)</li><li>8. Mr. Sukhwinder Guleria (Clerk-Cum-Data Entry Operator IQAC)</li></ol>		

**Meeting Agenda:**

- Discuss all Criterions
- Where we stand in every criterion according to present situation
- Weak Points and Strong Points of Various Criterion.





**Following points were discussed.**

- Week Points and Strong Points of Various Criterion.
- What Data is received and which data is required according to criterion.
- On which part of criterion is to we work more to get good score.
- Immediate steps to be taken by higher authorities.
- Specific documents which we have already collected.
- Specific documents which we haven't collected so far.



# Attendance Sheet for the Meeting

Date: 3/9/21 Time:

Sr.No	Name of Members	Signature
1	Vice Chancellor	
2	Registrar	
3	Dean (Dean Academics)	
4	Dr. Nakul Kundra (Deputy Director IQAC and also in-charge, criterion 7)	Nakul Kundra
5	Dr. Yogesh(In charge, Criterion 1)	Yogesh
6	Dr Girish Taneja (In-charge, Criterion 2)	
7	Dr.Anju Pathania (In-charge, Criterion 5)	Anju Pathania
8	Dr. Rekha Gaba (In- charge, Criterion 4)	
9	Dr.Sapna Sethi (In- charge, Criterion 4)	on-leave
10	Dr. M.P Garg (In- charge, Criterion 6)	
11	Dr. Karan Paul (In -charge, Criterion 3)	
12	Ms. Akanksha Nautiyal	Akanksha Nautiyal 03/09/2021
13	All Coordinators of Departments	
14	Sangeeta Monga ID 10071	Sangeeta Monga
15	Dr. Tejinder Kaur (ID-10034)	Tejinder Kaur
16	Vidya Pandey, 10135	Vidya Pandey
17	Dr. Gagan Dutt, Aul 10069	Gagan Dutt
18	Dr. Keshav Walia 10030	Keshav Walia
19	Dr. Raveen Gulia 10205	Raveen Gulia
20	Dr. Raj Kumar	Raj Kumar
21	Gurpreet Sodha	Gurpreet Sodha
22	Vijay Bahl	Vijay Bahl
23	Dr. Ashish Sharma	Ashish Sharma
24	Dr. Shivika Sharma 10821	Shivika Sharma
25	Dr. Anil Kumar 10739	Anil Kumar
26	Dr. Yeshbeer Singh - 10099	Yeshbeer Singh
27	Dr. Sushila Anala (10115)	Sushila Anala
28	Sangeen Kr Dhimas 10015	Sangeen Kr Dhimas
29	Dr. Hiteshwar Sahni	Hiteshwar Sahni
30	Dr. Kamaljeet Sodha Dean	Kamaljeet Sodha
31	Dr. Sukdeep Kumar	Sukdeep Kumar





**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on May 06, 2021.**

The meeting commenced with opening remarks by Deputy Director IQAC. They highlighted the importance of Criteria 5 and 6 in NAAC assessment. The purpose was to evaluate progress, identify gaps, and document actions taken by IQAC.

**Agenda point 1: Criterion 5 – Student Support and Progression:**

The incharge presented updates on student mentoring, career guidance programs, and alumni engagement. Progress in collecting and maintaining student progression data was discussed. The issues identified are:

- Incomplete tracking of student placements and higher education.
- Need for increased awareness of student grievance redressal mechanism.

**Action Taken by IQAC:**

- A centralized student progression tracking format was introduced.
- A dedicated committee was formed to strengthen the alumni association and organize alumni meets.
- IQAC initiated soft skills and career guidance workshops in collaboration with external agencies.
- Awareness campaigns were conducted to improve utilization of student support systems.

**Agenda point 2: Criterion 6 – Governance, Leadership and Management:**

Updates were presented on institutional strategic planning, internal audits, and professional development of staff. Documentation of the participative management model was shared. The challenges were:

- Inconsistent departmental reporting for IQAC records.
- Limited awareness about e-governance initiatives.

**Action Taken by IQAC:**

- IQAC developed a standardized format for departmental activity reporting on a quarterly basis.
- Conducted a training session for heads of departments on quality documentation and strategic goal alignment.
- Promoted implementation of e-office and digitization of records.
- Coordinated the timely submission of the Annual Quality Assurance Report (AQAR).



The meeting of IQAC and other Committees along with special invitees from administrative offices scheduled on Feb 2, 2021 at 12:30 P.m in the Conference hall of Administrative block of the University.  
Following attended the meeting.

S.No	Name	Designation	Name of Committee	Signature
1.	Dr. Jasbir Rishi	V.C Director IQAC		J Rishi
2.	Dr. R.K. Seth	Dean Academic		R Seth
3.	Dr. Rajesh Channa	Assoc. Prof. & Dy. Director	IQAC	R Channa
4.	Ranjadh Singh	A.P. Civil Deptt.	IQAC, cultural	R Singh
5.	Dr. Ashok Upadhyay	AR		A Upadhyay
6.	Dr. Yeshbeer	Dy. Dir Sports	Sports	Yeshbeer
7.	Satish Arora	Super. EA		S Arora
8.	Dr. Harjot Kaur	Assistant Professor Psychology	Psychology	H Kaur
9.	Amandeep Kaur	Asst. Lib.	Library	A Kaur
10.	Dr. Deepak Kumar	Assistant Professor (Microbiology)	Microbiology	Deepak Kumar
11.	Dr. Raj Kumar	Assistant Prof. (Math)	Alumni	Raj Kumar
12.	Nakul Kundra	Asst. English	IQAC NAAC, 7 criterion	N Kundra
13.	Dr. Girish Tanaya	Assoc. Prof.	Criterion 2	G Tanaya
14.	Dr. Mohinder Pal Garg	Associate Professor	Criterion 6	M P Garg
15.	Dr. Sandeep Vij	Associate Prof.	Consultancy cell	S Vij
16.	Abhi Pal Singh	clerk (Purchase) o/o DL Academic	Purchase Committee	A Pal Singh
17.	Suresh Kumar		Unit 2 (SI)	S Kumar
18.	Rohin Kaushik	Assistant Professor	Consultancy	R Kaushik
19.	Naveen Bilandi	Assistant Professor	Consultancy	N Bilandi
20.	Anshu Pathania	Assoc. Prof.	IQAC	A Pathania

21.	Dr. Hiteshwar Sabro/	Assistant Professor	Special Invitee	Hiteshwar 10717
22.	Dr. Sukdeep Kumar	Assistant Professor	Consultancy comm	Sukdeep 10759
23.	Dr. Karan Paul	Nssd. Prof.	Criticism Incharge	Karan 10724
24.	Banjal	Asstt Prof	Alumni	Banjal 10724
25.	Dr. Rahul Kumar	Asst. Proff.	Nss/consultancy	Rahul 10713
26.	Dr. Pooja Kumar	Asst. Prof.	Consultancy	Pooja (10723)
27.	Dr. Anurag Singh	Asstt. Prof	NCC	Anurag (10712)
28.	Dr. Manish Kumar	Asstt Prof.	NCC	Manish 10712
29.	Samrat Ullah	Assoc Prof	NSS/Alumni/ extension	Samrat 10712
30.	Rakesh Kondal	TPO	SI	Kondal 10770





**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on November 09, 2020.**

The meeting was initiated by the IQAC Director, who emphasized the role of Criteria 3 and 4 in enhancing academic quality and institutional development. The purpose was to critically assess both criteria and document improvement actions by the committee members.

**Agenda point: Strengths and weaknesses of Criterion 3 & 4**

**Criterion 3 – Research, Innovations and Extension**

**Strengths Identified:**

- Active participation of faculty in research publications.
- Regular organization of extension and outreach activities.
- Recognition and awards received by faculty and students.



**Weaknesses Identified:**

- Limited number of funded research projects.
- Inadequate patent filings and consultancy initiatives.
- Low awareness among faculty regarding available research funding opportunities.

**Action Taken by IQAC:**

- IQAC circulated a comprehensive guide on research project proposal writing.
- Organized workshops on IPR, patents, and external research funding sources.
- Created a database of research interests to facilitate inter-departmental collaboration.
- Encouraged departments to set annual research targets and publish in peer-reviewed journals.

**Criterion 4 – Infrastructure and Learning Resources**

**Strengths Identified:**

- Adequate number of classrooms, laboratories, and basic facilities.
- Continuous improvement in ICT-enabled teaching infrastructure.
- Functional library with e-resources access.

**Weaknesses Identified:**

- Limited access to high-speed internet in certain departments.
- Inadequate maintenance reporting and tracking system.
- Insufficient student access to advanced learning management systems (LMS).

**Action Taken by IQAC:**

- Proposed upgrades to internet bandwidth and created a priority list for networking improvements.
- Introduced an infrastructure maintenance request portal for timely redressal.
- Recommended procurement of additional e-resources and virtual learning tools.
- Facilitated faculty training on effective use of LMS and digital tools in classrooms.

**Conclusion:** The IQAC stressed the importance of regular internal reviews to support continuous improvement. Criterion in-charges were requested to submit updated documentation within two weeks. A follow-up meeting was scheduled to evaluate the progress of implemented actions. The meeting concluded with appreciation for the active participation of all members.

**DAV University**  
**Internal Quality Assurance Cell**  
**Minutes of Meeting**

<b>Meeting Date:</b> June 25th, 2020	<b>Time:</b> 12:30 PM-1:30 PM	<b>Location:</b> IQAC Room
<b>Meeting Title:</b> Data Required for Various Criteria		
<b>Participants:</b> <div style="display: flex; justify-content: space-between; align-items: flex-start;"><div style="width: 80%;"><ol style="list-style-type: none"><li>1. Vice Chancellor</li><li>2. Registrar</li><li>3. Dean (Dean Academics)</li><li>4. Estate Officer</li><li>5. Sh. Davinder Sharma (Accounts Dept.)</li><li>6. Mr. Manpreet</li><li>7. Mr. Inderjit Singh</li><li>8. Mr. Summit Kapila</li><li>9. Dr. Nakul Kundra (Deputy Director IQAC and also in-charge, criterion 7)</li><li>10. Dr. Yogesh (In-charge, Criterion 1)</li><li>11. Dr. Girish Taneja (In-Charge Criterion 2)</li><li>12. Dr. Anju Pathania (In-Charge Criterion 5)</li><li>13. Dr. Rekha Gaba &amp; Sapna Sethi (In-Charge Criterion 4)</li><li>14. Dr. M.P Garg (In-Charge Criterion 6)</li><li>15. Dr. Karan Paul (In-Charge Criterion 3)</li><li>16. Ms. Akanksha Nautiyal</li><li>17. Mr. Sukhwinder Guleria (Clerk-Cum-Data Entry Operator IQAC)</li></ol></div><div style="width: 15%; text-align: center; vertical-align: top;"><p>Chair</p></div></div>		

**Meeting Agenda:**

- Data Required for Various Dept.
- By whom Data is Provided.
- Format of Data required for various Criteria.



**Following points were discussed.**

- Data Related to the Student / facility by DAV Portal is provided by Mr.Manpreet.
- Data Related to Accounts is provided by Mr.Davinder Sharma.
- Infrastructure or Maintenance Data is provided by Estate Officer.
- All the Data Provide by Depts. is to be verified by Registrar Office and further to be forwarded to the Concern Criterion In –charge.
- Format in which Data they needed is given by Criterion In –charges.

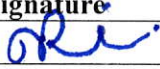

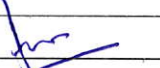
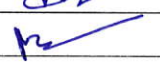
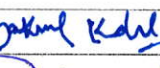
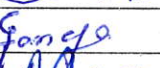
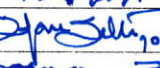
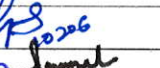
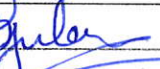








The Action to be taken by the respective in charge within one weeks and the same is to be reported to the Vice Chancellor.





# Attendance Sheet for the Meeting

Date: 25/6/2020 Time: 12.30 - 1.30 pm

Sr.No	Name Of Members	Signature
1	Vice Chancellor	
2	Registrar	
3	Dean (Dean Academics)	
4	Estate Officer	
5	Sh. Davinder Sharma (Accounts Dept.)	
6	Mr. Manpreet	
7	Mr. Inderjit Singh	
8	Mr. Summit Kapila	
9	Dr. Nakul Kundra (Deputy Director IQAC and also in-charge, criterion 7)	
10	Dr. Yogesh(In charge, Criterion 1)	
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15	Dr. Karan Paul (In -charge, Criterion 3)	
16	Ms. Akanksha Nautiyal	
17	Mr. Sukhwinder Guleria (Clerk-Cum-Data Entry Operator IQAC)	



**DAV University**  
**Internal Quality Assurance Cell**  
**Minutes of Meeting**

<b>Meeting Date:</b> December 17 <sup>th</sup> 2019	<b>Time:</b> 4:00 PM	<b>Location:</b> IQAC Room
<b>Meeting Title:</b> Prepare an action plan to be shared with Chancellor's Representative		
<b>Participants:</b> <ol style="list-style-type: none"><li>1. Dr. Nakul Kundra (Deputy Director IQAC and also in-charge, criterion 7)</li><li>2. Dr. Yogesh (In-charge, Criterion 1)</li><li>3. Dr. Girish Taneja (In-Charge Criterion 2)</li><li>4. Dr. Anju Pathania (In-Charge Criterion 5)</li><li>5. Dr. Rekha Gaba &amp; Sapna Sethi (In-Charge Criterion 4)</li><li>6. Dr. M.P Garg (In-Charge Criterion 6)</li><li>7. Dr. Karan Paul (In-Charge Criterion 3)</li><li>8. Mr. Sukhwinder Guleria (Clerk-Cum-Data Entry Operator IQAC)</li></ol>		

**Meeting Agenda:**

- Prepare an action plan to be shared with Chancellor's representative



**Following points were discussed.**




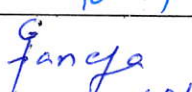
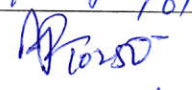
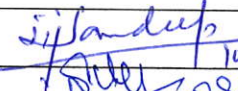
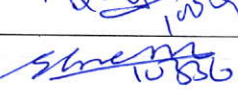
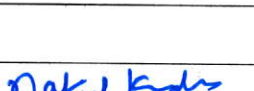

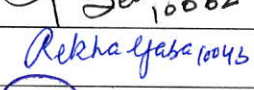
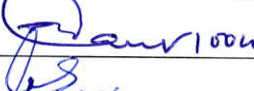
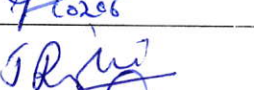



- PowerPoint presentation with one page hard copy prepare by every Criterion In – charge.
- Mention the immediate steps we must take right away to score well in our criterion.
- What Data is received and which data is required according to criterion.





# Attendance Sheet for the meeting of Internal Quality Assurance Cell (IQAC)

Date: 17-12-2019, Time: 02:30 PM

Sr. No.	Name of Members	Designation	Signature
1.	Dr. Desh Bandhu Gupta	Vice-Chancellor	
2.	Dr. Sushma Aarya	Registrar	
3.	Dr. K. N. Kaul	Professor Chemistry	
4.	Dr. Yeshbeer Singh Physical Education	Director, Sports	
5.	Dr. Girish Taneja	Associate Professor, CBME	
6.	Dr Anju Pathania	Associate Professor, AGR	
7.	Dr. Sandeep Vij	Associate Professor, CBME	
8.	Dr. Samriti Khosla	Associate Professor, Physics	
9.	Dr. R.K. Seth	Associate Professor, Physics	
10.	Dr. Rajesh Khanna	Associate Professor, Mechanical	
11.	Dr. Nakul Kundra	Asstt. Professor, English	
12.	Dr. Sapna Sethi	Asstt. Professor, Chemistry	
13.	Dr. Rekha Gaba	Asstt. Professor, Chemistry	
14.	Dr. Yogesh Kumar	Asstt. Professor, Bio-Technology	
15.	Dr. Karan Paul	Asstt. Professor, Bio-Chemistry	
16.	Dr Jasbir Rishi	Member Secretary	
17.	Dr. Sanka Verma	Assistant Professor, MTH	

  
Director  
IQAC


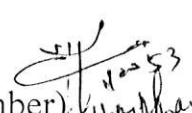
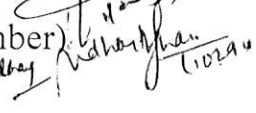
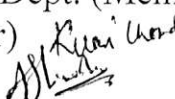



  
Vice-Chancellor  
17/12/19

# DAV UNIVERSITY

## NOTICE OF MEETING

A meeting of the following members of IQAC Committee for organising of mock interview will be held on 19th July 2018, at 3.30 p.m. in Room No: AB-106

1. Dr.Jasbir Rishi, Director IQAC 
2. Dr.SandeepVij, Associate Professor, CBM Dept. (In-charge) 
3. Mr.Sidhartha Sharma, Assistant Professor, CBM Dept. (Member) 
4. Mr.KiranChoudhary, Placement Officer (Member) 
5. Mr.AbhinavTiwari, Placement Officer (Member) 

### Agenda:

1. To discuss the scope of operation for the committee
2. To discuss the further course of action.

All are requested to attend the meeting.

  
Dr SandeepVij 18/7/18



**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on March 12, 2019.**

At the outset, Dy. Director IQAC welcomed the Vice Chancellor, Registrar, Deans of various faculties, External experts, and the internal members of the university in the meeting. After the formal welcome, Director IQAC and the committee members step by step considered, discussed and analysed the following agenda points:

**1. Agenda point 1: Discussion on Criterion 1: Curricular Aspects**

- Reviewed the implementation of curriculum delivery plans across departments.
- Evaluated feedback mechanisms from stakeholders (students, alumni, employers).
- Discussed integration of cross-cutting issues (ethics, gender, environment, sustainability, human values) in curriculum.
- Noted the effectiveness of academic flexibility and value-added courses.

**Action Taken:**

- Initiated a structured feedback collection system from all stakeholders.
- Directed departments to document curriculum enrichment activities with outcomes.
- Recommended the introduction of at least two new certificate/value-added courses in the coming academic session.
- Planned a faculty development workshop on Outcome-Based Education (OBE).

**2. Discussion on Criterion 2: Teaching-Learning and Evaluation**

- Assessed student enrolment patterns and the implementation of student-centric learning methods.
- Analysed teaching-learning reforms including ICT integration.
- Reviewed Continuous Internal Evaluation (CIE) processes and transparency in internal assessment.

**Action Taken:**




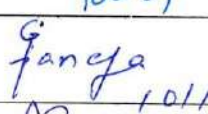
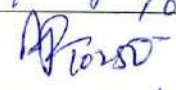
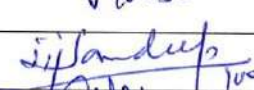

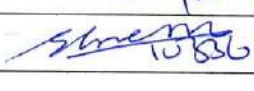
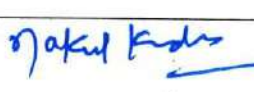
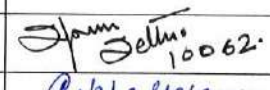
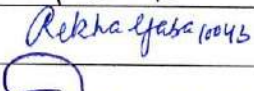
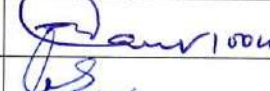
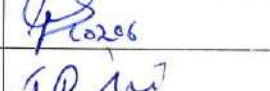

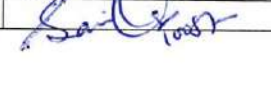
- Directed departments to adopt blended learning models with documented evidence.
- Recommended the setting up of a teaching-learning innovation fund to promote best practices.
- Mandated the use of Learning Management Systems (LMS) across departments.
- Scheduled training for faculty on ICT tools and assessment techniques.
- Initiated a quarterly academic audit to ensure consistent monitoring and evaluation.





# Attendance Sheet for the meeting of Internal Quality Assurance Cell (IQAC)

Date: 12-03-2019, Time: 03:30 PM

Sr. No.	Name of Members	Designation	Signature
1.	Dr. Desh Bandhu Gupta	Vice-Chancellor	
2.	Dr. Sushma Aarya	Registrar	
3.	Dr. K. N. Kaul	Professor Chemistry	
4.	Dr. Yeshbeer Singh Physical Education	Director, Sports	
5.	Dr. Girish Taneja	Associate Professor, CBME	
6.	Dr Anju Pathania	Associate Professor, AGR	
7.	Dr. Sandeep Vij	Associate Professor, CBME	
8.	Dr. Samriti Khosla	Associate Professor, Physics	
9.	Dr. R.K. Seth	Associate Professor, Physics	
10.	Dr. Rajesh Khanna	Associate Professor, Mechanical	
11.	Dr. Nakul Kundra	Asstt. Professor, English	
12.	Dr. Sapna Sethi	Asstt. Professor, Chemistry	
13.	Dr. Rekha Gaba	Asstt. Professor, Chemistry	
14.	Dr. Yogesh Kumar	Asstt. Professor, Bio-Technology	
15.	Dr. Karan Paul	Asstt. Professor, Bio-Chemistry	
16.	Dr Jasbir Rishi	Member Secretary	
17.	Dr. Sanka Verma	Assistant Professor, MTH	

  
Director  
IQAC



  
Vice-Chancellor  
17/12/19

# DAV UNIVERSITY

## PROCEEDINGS OF MEETING

A meeting of the IQAC Committee for organising of mock interview was held on 19th July 2018, at 3.30 p.m. in Room No: AB-106.

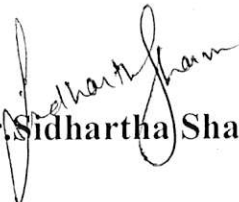
The meeting was attended by the following:

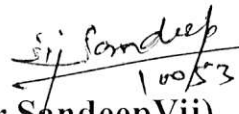
1. Dr.Jasbir Rishi, Director IQAC
2. Dr.SandeepVij, Associate Professor, CBM Dept. (In-charge)
3. Mr.Sidhartha Sharma, Assistant Professor, CBM Dept. (Member)
4. Mr.KiranChoudhary, Placement Officer (Member)
5. Mr.AbhinavTiwari, Placement Officer (Member)

The meeting was chaired by Dr.Jasbir Rishi, Director IQAC. The committee members brainstormed the issues related to the placement of the students and need for mock interviews. The committee members resolved that the scope of operation of the committee will be to chalk out the strategy, operational plan for holding mock interviews for the students who are to be provided placement by the university. The committee will also monitor the execution of the mock interviews plan.

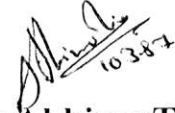
During the discussion, it came out that the current placement policy needs to be reviewed to determine the scope of placements, extent of involvement of external agencies and provision of workshops, training and mock interviews for the target students.

It was decided that before the next meeting of the IQAC Committee for organising of mock interviews, the placement department will hold a meeting of the CRC with the Dean Academics to review the placement policy and the revised policy will be got approved from the worthy vice chancellor.

  
(Mr.Sidhartha Sharma)

  
(Dr.SandeepVij)

  
(Ms.KiranChoudhary)

  
(Mr.AbhinavTiwari)

  
(Dr.Jasbir Rishi)



# DAV UNIVERSITY, JALANDHAR

July 13, 2018

This is to submit that for Assessment and Accreditation of an Institution, NAAC has identified seven criteria to serve as basis of its assessment procedure. Under each criteria a few key indicators are identified. These Key Indicators (KIs) are further delineated as Metrics which actually elicit responses from the HEIs.

Kindly approve the criterion wise distribution to the members of IQAC and further they can submit the list of the 4 to 5 faculty members to be associated with them to prepare Self Study Report (SSR).

Sr. No.	Criteria	Teacher In-Charge
1.	Curricular Aspects	Er. Vikramjit Singh, AP, ECE
2.	Teaching-Learning and Evaluation	Dr. Garish Taneja, Associate Prof., CBM
3.	Research, Innovations and Extension	Dr. Karan Paul, AP, Bio-Chemistry
4.	Infrastructure and Learning Resources	Dr. Sadhika Khullar, AP, Chemistry
5.	Student Support and Progression	Dr. Anju Pathania, Associate Prof., Agriculture
6.	Governance, Leadership and Management	Dr. K. N. Kaul, Professor, Chemistry
7.	Institutional Values and Best Practices	Dr. Nakul Kundra, AP. English

Submitted for approval please.

*J. K. Singh*  
Director IQAC

Vice-Chancellor

*prh m*  
*14/7/18*





IQAC

## DAV University, Jalandhar

DAVU/2018/DA/1639

June 18, 2018

The first meeting of IQAC has been scheduled on June 18, 2018, at 1 pm in the Committee Room.

May please approve TA/DA & honorarium for the external member expert on Quality Management Dr Giny Dogra as per University norms. Lunch arrangement for 5 persons may also be approved.

*Jasbir Rishi*  
Dr Jasbir Rishi  
Director, IQAC

Vice-Chancellor

*rfm*  
*18/6/18*



*Dr. Jasbir Rishi*  
*18/6/18*



## Proceedings of the IQAC Meeting

The first meeting of the IQAC of DAV University, Jalandhar, was held in the Committee Room of the University on 18<sup>th</sup> June 2018 at 1 pm. The following members were present in the meeting:

- I. **Chairperson:** Dr. R.K. Mahajan (Vice-Chancellor)
- II. **Senior Administrative Officers:** Dr. Sushma Arya (Registrar)  
Prof. Desh Bandhu Gupta (Dean Academics)
- III. **Teachers:**
  - i. Dr K.N. Kaul, Department of Chemistry
  - ii. Dr Yeshbeer Singh, Department of Sports and Physical Education
  - iii. Dr. Girish Taneja, CBM
  - iv. Dr. Anju Pathania, Department of Agriculture
  - v. Dr. Nakul Kundra, Department of English
  - vi. Dr Karan Paul, Department of Biochemistry
  - vii. Mr Vikramjit Singh, Department of ECE
- IV. **External Experts on Quality Management/Industry/Local Community**
  - a. Dr. Ginny Dogra, the University of Jammu (Expert on Quality Management)
  - b. Sh. Ashutosh Wadhwa, R Tools Pvt. Ltd. Jalandhar (Industry)
  - c. Sh. Rajesh (Ex-Sarpanch, Village Sarmastpur) (Local Community)
- V. **Student Representative:** Shefali Bassi
- VI. **Student Alumnus:** Mr. Ritesh Bhardwaj
- VII. **Director of the IQAC:** Dr Jasbir Rishi

Dr Sadhika Khullar (Department of Chemistry) and Dr Sarika Verma (Department of Mathematics), teacher members, were out of the station, hence they couldn't attend the meeting.

At the outset of the meeting, the Gayatri mantra was chanted by one and all present there. The Vice Chancellor, welcomed all the members of the IQAC. Since it was the first meeting of the IQAC, each member introduced himself/herself. Dr. Jasbir Rishi, Director (IQAC), read out the agenda of the meeting.

The Committee members deliberated on the objectives, strategies, functions, and benefits of IQAC; they analyzed its operational features also. Dr. Ginny Dogra, Expert on Quality Management, informed the committee members that she, while interacting with the university



staff and faculty in the morning, learnt that the university had already taken some important measures to provide quality education.

The committee members step-by-step considered, analysed, and discussed the following points:

1. **Quality Assurance Awareness:** Since quality assurance is a continuous process and it is very important to spread awareness about it among all the stakeholders of the university.

It was agreed that the university would organize seminars and workshops to educate all the stakeholders about the significance of IQAC and quality work. The first seminar/workshop would specifically include the teaching and non-teaching staff of the university. Besides, meetings with HoDs/ Coordinators would be convened every month to set benchmarks for quality, to review actions, and to deal with the problems and issues related to quality assurance.

2. **Documentation:** For the smooth functioning of the IQAC of the University, proper documentation is a must. Dr. Ginny Dogra, expert on quality management, advised that the same be done. It was resolved that the university would set up an IQAC centre to facilitate the work, and duties would be assigned to process and maintain documents and files.

3. **Feedback:** The Vice Chancellor said that feedback is the need of the hour. Effective feedback, both positive and negative, helps people get on track; it assists them to know, compare, and review their performance, which further helps them make important decisions for betterment.

It was decided that the university would take crucial steps to collect feedback on various aspects from all the stakeholders. The structured feedback pro forma would be available on the university website; its link would be given on the page of the Alumni Association also.

4. **Regular Revision of Curriculum:** Sh. Ashutosh Wadhwa, expert from the industry, opined that the University must ensure regular revisions of curricula to cater to the demands of the industry and the society. Dr. Desh Bandhu Gupta, worthy Dean (Academics), informed all the members that the University is committed to providing value-based modern education. To achieve this goal, the university regularly updates its curricula. He added that all the curricula were revised recently under the guidance of external experts from academics and industry. The Vice Chancellor said that he had sent a teacher to learn about the process of filing patents, so that students could be guided regarding patents. He said that the university was going to start a Life-long learning department also.





It was agreed that the university would devise and implement strategies to strengthen its ties with local as well as global industry and lend researchers support for filing patents.

5. **Organizing of Mock Interviews:** The Registrar said that the university placement officers should organize mock interviews to hone students' interview skills and assist the academic departments to plan industrial visits.

It was decided that the placement officers would be issued directions with regard to mock interviews and industrial visits by the competent authority.

6. **Teachers' Relations and communication with students' parents/ guardians:** The Director (IQAC) focused on the need to strengthen teachers' relations and communication with students' parents/ guardians. For this, she said that a quarterly newsletter might be started. Besides, she felt that a policy for consultancy projects should be laid down for the information of teachers. She vouched for Ms. Giny Dogra's concern regarding awareness about IQAC. In her opinion, hoardings and flex boards displaying information regarding IQAC, Anti-ragging Cell, Women Cell, Legal Literacy Cell, etc. should be put up at the prominent spots of the University.

It was resolved that a PTA would be constituted by the university to facilitate teachers' communication with students' parents. Besides, the newsletter would be started to update the stakeholders on the activities and achievements of the university. Hoardings and display boards would be put up to educate students.

7. **Expert Lecture & Seminars:** Mr. Rajesh Kumar, external expert from the local community, said that the university departments should organize lectures and seminars and invite experts from other institutes. In this context, the Vice Chancellor, told all the members that the University had organized around thirty guest lectures/conferences/seminars/One week FDPs/ workshops on different subjects in this session.

It was established that all the departments would be encouraged to hold lectures and seminars regularly.

8. **Remedial classes for weak students:** The Vice Chancellor said that remedial classes should be organized to support weaker students.

It was agreed that remedial classes would be organized. Directions with regard to the same would be issued by the competent authority.

9. **Preparation for Competitive Exam:** In the view of Dr. Yeshbeer, teacher member, a center for the preparation for competitive examinations should be founded.

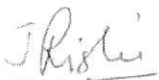


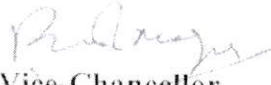
It was resolved that a strategy would be drawn up to set up a center for competitive exams.

10. **Teaching-learning tools:** Dr. K.N. Kaul, teacher member, threw light on the importance of teaching-learning tools and ITC aids.

It was accepted that the teachers should be encouraged to update themselves on latest teaching-learning methods, strategies, and tools. Both teachers and students should be encouraged to pursue MOOC courses. The use of ITC should also be promoted. It was resolved that more smart classrooms would be set up.

Dr. Desh Bandhu Gupta, Dean (Academics), proposed a vote of thanks.

  
Dr Jasbir Rishi  
Director, IQAC

  
Vice-Chancellor  
3/7/18



# Attendance Sheet for the First meeting of Internal Quality Assurance Cell (IQAC)

Date: 18.06-2018, Time: 01:00 PM

Sr. No.	Name of Members	Designation	Signature
1	Dr. Rakesh Kumar Mahajan	Vice-Chancellor	<i>Rakesh Kumar Mahajan</i>
2	Dr. Desh Bandhu Gupta	Dean Academics	<i>Desh Bandhu Gupta</i>
3	Dr. Sushma Aarya	Registrar	<i>Sushma Aarya</i>
4	Dr. K. N. Kaul	Professor Chemistry	<i>K. N. Kaul</i>
5	Dr. Yeshbeer Singh	Director. Sports	<i>Yeshbeer Singh</i>
6	Dr. Girish Taneja	Associate Professor, CBM	<i>Girish Taneja</i>
7	Dr Anju Pathania	Associate Professor, AGR	<i>Anju Pathania</i>
8	Dr. Nakul Kundra	Asstt Professor, English	<i>Nakul Kundra</i>
9	Dr Sadhika Khullar	Asstt. Professor, Chemistry	<i>Sadhika Khullar</i>
10	Dr. Karan Paul	Asstt. Professor, Bio-Chemistry	<i>Karan Paul</i>
11	Dr. Sarika Verma	Asstt. Professor, Mathematics	<i>Sarika Verma</i>
12	Mr. Vikramjit Singh	Asstt. Professor, ECE	<i>Vikramjit Singh</i>
13	Dr Ginny Dogra	Expert on Quality Management	<i>Ginny Dogra</i>
14	Mr. Ashutosh Wadhwa	Member from Industry	<i>Ashutosh Wadhwa</i>
15	Mr. Rajesh	Member from local Society	<i>Rajesh Kumar</i>
16	Mr. Ritesh Bhardwaj	Alumni	<i>Ritesh Bhardwaj</i>
17	Ms. Shefali	Student	<i>Shefali</i>
18	Dr Jasbir Rishi	Member Secretary	<i>Jasbir Rishi</i>

*J. Rishi*  
Director  
IQAC



*Rakesh Kumar Mahajan*  
Vice-Chancellor



**Minutes of meeting of the Internal Quality Assurance Cell (IQAC) of DAV University held on February 12, 2018.**

The meeting commenced with a welcome address by the IQAC Director. The purpose of the meeting was to review current progress under each criterion and discuss action taken by criterion members. The committee members step by step considered discussed and analysed the following agenda points:

**Agenda point: Criteria-wise Review**

**Criteria 1 – Curricular Aspects**

- Progress on curriculum feedback collection was discussed.
- IQAC has streamlined the feedback form and digitized the process for the next semester.

**Criteria 2 – Teaching-Learning and Evaluation**

- Implementation of student-centric methods is underway.
- IQAC facilitated training workshops for faculty on innovative pedagogies.

**Criteria 3 – Research, Innovations, and Extension**

- Criteria incharge reported ongoing faculty research activities.
- IQAC initiated a research incentive policy and updated guidelines on research funding.

**Criteria 4 – Infrastructure and Learning Resources**

- Upgrade of ICT-enabled classrooms is in progress.
- IQAC has recommended a proposal to the management for library digitization.

**Criteria 5 – Student Support and Progression**

- Strengthening of mentorship program noted.
- IQAC conducted student satisfaction surveys and shared results with departments.

**Criteria 6 – Governance, Leadership and Management**

- New performance appraisal system for faculty initiated.
- IQAC submitted annual quality assurance report (AQAR) as per NAAC format.

**Criteria 7 – Institutional Values and Best Practices**

- Progress on environmental initiatives and gender equity programs discussed.
- IQAC supported implementation of green audit and energy-saving practices

**Action Taken by IQAC:**

- IQAC compiled and reviewed documentation for all seven criteria.
- Gaps in data were communicated to respective incharges with deadlines.
- Periodic training sessions conducted for staff on NAAC documentation.
- Established timeline for upcoming AQAR submission and SSR preparation.
- Monitoring mechanism set up for monthly review meetings with criteria teams.

**Conclusion:** The IQAC Coordinator emphasized timely submission of reports by criteria heads. It was agreed to hold follow-up meetings every month to ensure preparedness for NAAC requirements. The meeting concluded with a vote of thanks.



# Attendance Sheet for the First meeting of Internal Quality Assurance Cell (IQAC)

Date: 12-2-2018, Time: 02:00 PM

Sr. No.	Name of Members	Designation	Signature
1	Dr. Rakesh Kumar Mahajan	Vice-Chancellor	<i>Rakesh Mahajan</i>
2	Dr. Desh Bandhu Gupta	Dean Academics	<i>Desh Bandhu Gupta</i>
3	Dr. Sushma Aarya	Registrar	<i>Sushma Aarya</i>
4	Dr. K. N. Kaul	Professor Chemistry	<i>K. N. Kaul</i>
5	Dr. Yeshbeer Singh	Director, Sports	<i>Yeshbeer Singh</i>
6	Dr. Girish Taneja	Associate Professor, CBM	<i>Girish Taneja</i>
7	Dr. Anju Pathania	Associate Professor, AGR	<i>Anju Pathania</i>
8	Dr. Nakul Kundra	Asstt Professor, English	<i>Nakul Kundra</i>
9	Dr. Sadhika Khullar	Asstt Professor, Chemistry	<i>Sadhika Khullar</i>
10	Dr. Karan Paul	Asstt Professor, Bio-Chemistry	<i>Karan Paul</i>
11	Dr. Sarika Verma	Asstt Professor, Mathematics	<i>Sarika Verma</i>
12	Mr. Vikramjit Singh	Asstt Professor, ECE	<i>Vikramjit Singh</i>
13	Dr. Ginny Dogra	Expert on Quality Management	<i>Ginny Dogra</i>
14	Mr. Ashutosh Wadhwa	Member from Industry	<i>Ashutosh Wadhwa</i>
15	Mr. Rajesh	Member from local Society	<i>Rajesh Kumar</i>
16	Mr. Ritesh Bhardwaj	Alumni	<i>Ritesh Bhardwaj</i>
17	Ms. Shefali	Student	<i>Shefali</i>
18	Dr. Jasbir Rishi	Member Secretary	<i>Jasbir Rishi</i>

*J. Rishi*  
Director  
IQAC



*Rakesh Mahajan*  
Vice-Chancellor