

**SHRI GURU RAM RAI UNIVERSITY**  
**PATHRI BAGH/PATEL NAGAR,**  
**DEHRADUN**



**MINUTES OF MEETING OF IQAC**

**HELD ON 5<sup>th</sup> April 2024 AT 03:00 PM**

**VENUE: SEMINAR ROOM, SGRR UNIVERSITY,**  
**PATHRIBAHG , DEHRADUN**



## SHRI GURU RAM RAI UNIVERSITY

(Estd. by Govt. of Uttarakhand, vide Shri Guru Ram Rain University Act No. 03 of 2017

Recognized by UGC (u/s 2 (f) of UGC Act 1956)

Patel Nagar/Pathri Bagh campus, Dehradun-248001, Uttarakhand

### MINUTES OF MEETING

HELD ON 5<sup>th</sup> April AT 3 PM AT SEMINAR HALL, PATHRIBAGH, SGRR  
UNIVERSITY, DEHRADUN

The Meeting was chaired by the Honourable Vice Chancellor. The following were present in the meeting.

1. Dr. Yashbir Dewan, Honourable Vice Chancellor – Chairman, IQAC
2. Dr. Ajay Kumar Khanduri, Registrar, Member
3. Prof. (Dr.) Suman Vij, SMCS, Director, IQAC
4. Prof. (Dr.) Arun Kumar, Dean & Deputy Director IQAC, Member
5. Dr. Gaurav Raturi , M.S. SMIHS
6. Dr. Sanjay Sharma, COE, Dean SGRR University, Member
7. Prof. (Dr.) Kumud Saklani, Dean Academics, Member
8. Dr. R.P. Singh, University Coordinator, Invitee Member
9. Prof. (Dr.) Malvika Kandpal, Dean School of Education, Member
10. Dr. Lokesh Gambhir , Dean Research
11. Prof. (Dr.) Priyanka Bankoti, Dean, SAS,
12. Prof. (Dr.) Divya Juyal , Dean, SPS
13. Prof. (Dr.) Pooja Jain, Dean SMCS, Member
14. Prof.(Dr.) G. Ramalakshmi, Dean, School of Nursing, Invitee Member
15. Prof. (Dr.) Pooja Jain, SMCS, Member & NAAC Criterion 6 Incharge
16. Dr. Parul Agarwal, SHSS, NAAC Criterion 7 Incharge, Invitee Member
17. Prof. (Dr.) Sarswati Kala, Professor SYNS, Member
18. Mr. Pradeep Semwal , President Alunni
19. Dr. Garima Singh, SHSS, NAAC Criterion 7 Incharge, Member
20. Dr. Archana Gahatori, SPS, Member
21. Dr. Kamla Dhayni, SAS, Member
22. Mr. Manish Kumar, SHSS, Member
23. Dr. Manisha Maiduly, Placement Officer, Member
24. Mr. Vaibhav Sharma, CA&IT, Member
25. Mrs. Neha Ghidiyal, Research scholar, SMCS, Member

### The following members could not attend the meeting:

- 1) Dr. Sanjay Padaliya, Associate Professor, SGRR (PG) College, Dehradun, External Member
- 2) Dr. Kanika Rawat, SMCS, Member
- 3) Prof. S. S. Rawat, Former Dean School of Education, External Member
- 4) Prof. (Dr.) Amit Verma, Head of department Medicine, SMI&HS, Member
- 5) Mr. Mukesh Chandra Raturi, Member, Editor Ratnank
- 6) Mr. Naveen Ghai, Social worker, Member (society)
- 7) Mr. Sunil Uniyal, Industrialist, Member
- 8) Dr. Amita Saklani, Library I/c, Patel Nagar Campus, Member
- 9) Mr. Manoj Jakhmola, Finance officer, Member
- 10) Prof. (Dr.) Kanchan Joshi, SYSN, Member





### Welcome address

The meeting began with brief introductory note by the Honourable Vice Chancellor, Dr. Yashbir Dewan, wherein he invited Director IQAC Prof. (Dr.) Suman Vij, to proceed further with the agenda points of the meeting.

**1. Agenda point No.1: Confirmation of minutes of the meeting held on 17<sup>th</sup> November 2023.**

Minutes of meeting conducted on, 17<sup>th</sup> November 2023 was circulated among the all through mail and was uploaded on website , Copy of the same placed for confirmation

**Resolution: Confirmed and Approved**

**2. Agenda point No.2: Presentation of the action report of the IQAC meeting held on November 17, 2023. (Action taken report provided as Annexure A).**

The action taken report with respect to each agenda items of previous meet conducted on November 17, 2023 was placed before the house and discussed in detail for suggestion/ recommendations (Annexure A)

**Resolution: It was noted and agreed by all.**

**3. Agenda point No.3: Matters arising from the minutes and action taken report of May 17, 2023:**

- **Hon'ble VC's instruction for all schools to contribute/initiate better best practices.**

Hon'ble VC asked all deans about their contribution towards best practices adopted by all schools one by one , each dean of the school elaborated about the different initiatives taken by them in their respective schools , Dr. Puja Jain Dean School of Management and commerce studies informed the house about how they have asked students to submit their reports /Project reports in self made paper covers and discouraged students submitting their reports in Plastic covers , she that if student try to submit report in plastic covers is is not accepted in the school , this step is being initiated by the school to discourage plastic use. it was appreciated by all

- **Hon'ble VC's directive for all deans to take action to enrol more students in MOOCs.**

Hon'ble VC enquired from all deans about increase in MOOC registrations in their schools , All deans elaborated about the present registrations , Hon'ble Vc directed all the deans to send the list of the students enrolled in the different MOOCs courses in their schools to IQAC , to keep track and records.





- **Hon'ble VC's directive to explore the identified new parking area behind the life science building.**

Hon'ble VC informed that behind the life science building a new building is under construction where the plan of student parking is also initiated.

- **Hon'ble VC's directive for the Dean of the School of Humanities to conduct training in July/August for all students on the theme 'simple cooking for healthy living' along with awareness on reducing food waste.**

Dr. Geeta Rawat Informed the members that the session was conducted where on a training session was conducted by an expert and the students were trained to cook healthy food, Food, snacks prepared by the students were also kept for sale by the students wherein they earned the revenue by selling the product within the campus.

- **Upload of Timetable on ERP: Submission of PPTs, Lecture Notes, and Videos two weeks prior to the start of the session.**

All deans confirmed that it was done, Director IQAC said that the LMS we are presently using is not effectively functionable and we should also look for other options like MOODLE, Dean Academics informed the house that she will soon enquire and arrange for a training program on Moodle for faculty members as it is very good and is used widely by all the good universities.

- **Discussion on various inquiries posed by the Chairman to the deans during the meeting:**

I. Conduct of alumni meetings school-wise.

All schools confirmed that they had conducted it.

II. Collection of feedback and performance analytics.

Alumni feedback by the Deans after the meet was also taken . They said it was appreciated by the students and they were very happy to be the part of it.

III. Initiation of industrial trips.

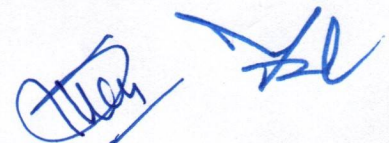
Industrial trips by all the schools was organised during the session

IV. Initiation of "Earn while learn" activities.

Complete discussion was done with all the deans , Director IQAC suggested Dean Agriculture to keep the complete records of the sale and produce made by the students and should maintain records of sale slips generated .

#### **4. Agenda point No.4: University Fest preparation discussion.**

**Hon'ble VC requested Dr. Manisha Maiduly, Coordinator for the Fest Zenith 24,** to update the members on the preparations for the fest. Dr. Maiduly informed the house about the various teams working diligently for the event. She reported that everything is set for the fest, which will commence on 25th April and will be exclusively for





student participation. On the 25th, there will be a performance by Hema Negi along with the Shugar Band from Delhi, followed by a half-hour fashion show featuring selected university students. The fest will conclude on 27th April 2024 with a performance by Sunidhi Chauhan. Dr. Maiduly assured the members that the complete plan is ready and that she will share the detailed schedule with everyone within the next two days.

**Resolution: It was noted and agreed by all.**

**Agenda point No.5:** Discussion on the annual report of the University and related concerns.

Director IQAC informed the members that the report is ready the only problem is that she received the report of school of Humanities very late so it could not be incorporated. Similarly, the report of medical college has not been received yet once received will be incorporated. Dr. Gaurav Raturi M.S. Medical informed the house that the report of medical college is ready and he will send the same to IQAC within next 3 to 4 days .

**Resolution: It was noted and agreed by all.**

5. **Agenda point No.6:** Implementation of Additional Value-added courses in the University from the session 2024-2025.

Director IQAC requested to all Deans to present the value-added courses proposed from each school for the session 2024-2025. Since it could not be presented by all the it was decided that all will make and send it to the IQAC by 2<sup>nd</sup> May 2024.

**Resolution: It was noted and agreed by all.**

6. **Agenda point No.7:** Implementation of Vocational/Skilled based Courses in the University. Should we establish a separate school for this purpose?

**Resolution: It was noted and agreed by all.**

7. **Agenda point No.8:** Approval of CAS Proforma for Promotion at SGRR University for faculty members and library staff.

Director IQAC presented the Career Advancement Scheme (CAS) Format, meticulously prepared by the Dean of Academics in accordance with the 2018 guidelines, for approval. She invited the Dean of Academics to provide an explanation to the members present. The Dean elaborated that the format was developed in strict compliance with the UGC Regulations of 2018.

**Resolution: It was approved by all.**

**Agenda point No.9:** Discussion on the further course of action for NAAC preparation.





Director IQAC Informed all the members that the preparation of NAAC is in full swing and they are expecting inspection in June July 2024.

**Resolution: It was noted by all.**

8. **Agenda point No.10:** Discussion about AAA Internal and External.

Director IQAC informed the members that the university had successfully conducted external Administrative and Academic audits for the past two consecutive years. In light of this, she suggested that it might be beneficial to plan an Internal Audit for the 2023-2024 academic session. She then requested the opinion of the Dean Academics on this proposal. The Dean concurred, affirming that planning an internal audit would be a prudent course of action.

**Resolution: It was resolved to have Internal Administrative and Academic audit for Session 23-24 for which the schedule will be finalized by Dean Academics.**

9. **Agenda point No.11:** Discussing the status of Feedback from students, teachers, alumni, and employers (annual feedback along with student exit survey) for the session 2023-2024.

Director IQAC informed the members present that the feedback formats for the session 23-24 are ready and will soon be sent to all deans for circulation

**Resolution: It was noted and agreed by all.**

10. Any other matters with the permission of the chair.

**Agenda 13 Approval of University Academic calendar (session 2024-25)**

Director of IQAC informed the Chair that she had received an email from the Dean Academics today regarding the academic calendar. She requested permission to discuss this matter in the meeting, which the Honourable Chair granted. Following this, Director of IQAC invited the Dean of Academics to present the university's academic calendar for the 2024-25 session.

1. Dean Academics presented the University academic calendar for session 2024-25 and informed the House that the dates of commencement of sessions for mid semester and new students, student induction program, University cultural activities and sports activities including the convocation dates and FEST dates as approved by all concerned including Deans/principals/respective committee members are placed before the Honourable chair for final approval.

2. Further, Dean Academics informed the House that the university examination calendar 2024-25 as proposed by CoE with delay in vacation schedule by 3-4 days has been incorporated accordingly. The examination dates for different Schools as proposed by CoE along with internal assessments dates proposed by respective Deans were placed before the House for final approval by the Hon'ble Chair.





3. The Deans/principals were further informed that they should add rest of their School activities and send their School academic calendar 2024-25 to Dean Academics at the earliest so that final University calendar 2024-25 can be sent to the Academic council for approval. Hon'ble VC sir informed Dean Academics to upload the University calendar in university website at the earliest i.e. before the start of the session (01 June 2024) which was agreed upon by Dean Academics.

**Resolution: It was noted and approved by all.**

**There being no other item. The meeting ended with a vote of thanks to the Chair.**



**Prof. (Dr.) Suman Vij**  
**Director IQAC**



**Dr. Yashbir Dewan**  
**Chairman IQAC**