No. GLAU/ IQAC/ Aug18 – 1

Internal Quality Assurance Cell
GLA University, Mathura

Aug 29, 2018

Notice for Meeting

The First Quarter Meeting of the IQAC is scheduled to be held on Sat, Sept 1, 2018 at 10:30 a m in Room no. 306, II Floor, AB-I. All IQAC members are requested to make it convenient to attend the same.

The agenda for the meeting is:

Agenda 1:

To discuss and prepare IQAC Calendar for the Session 2018 - 2019.

Agenda 2:

To review the AQAR for the Session 2017 – 2018 before it is sent to NAAC.

Agenda 3:

To discuss about the procedure for conduction of Academic & Administrative Audit for the Session 2018 - 2019.

Agenda 4:

Any other item with the permission of the Chair.

Prof. Charul Bhatnagar
Director, IQAC

Copy to:
1. The Hon'ble Chancellor, for kind information
2. The Hon'ble Vice Chancellor, for kind information
3. Pro Vice Chancellor
4. All the Directors
5. All the Head of Departments.
6. All the members of IQAC

Internal Quality Assurance Cell

GLA University, Mathura

Sept 1, 2018

<u>Minutes of Meeting held on Sept 1, 2018</u>

A meeting was held on Saturday Sept 1, 2018 at 10:30 a m in Room no. 306, II Floor, AB-I. The following faculty were present:

- Mr. Neeraj Agrawal
- Prof. Meenakshi Bajpai
- Dr. R.P Singh
- Dr. Manas K. Mishra
- Dr. Anjana Goel,
- Dr. Satendra Kumar Yadav
- Dr. Shikha Srivastava
- Ms. Sanjana Soni

- Mr. A.K Singh
- Mr. Paresh Chand Sau
- Mr. Ramanjaney K Upadhyay,
- Mr. Apoorva Saxena,
- Mr. Hemant Parihar
- Prof. Charul Bhatnagar

The following points were discussed.

[1] To discuss and prepare IQAC Calendar for the Session 2018 - 2019.

Based on the discussions / suggestions from the IQAC members the IQAC Calendar for Session 2018 – 2019 was finalized. **Annexure I**

[2] To review the AQAR for the Session 2017 — 2018 before it is sent to NAAC.

IQAC members looked at the data and changes will be made in AQAR as per the suggestions received.

[3] To discuss about the procedure for conduction of Academic & Administrative Audit for the Session 2018 - 2019.

Will be taken up in the next meeting.

Prof. Charul Bhatnagar
Director, IQAC

IQAC Calendar
Session 2018 - 2019

S. no.	Period	Action Proposed
1	Aug-18	• Meeting of IQAC (2018 - 2019)
2	Sep-18	• I Quarter Meeting of IQAC (2018 - 2019) to finalize IQAC Calendar for the current Session • Preparation of External / Internal Academic Audit • Begin preparation of Energy & Environment Audit
3	Oct-18	• Meeting with DQAC members • Audit the correlation between the courses and the Program Outcomes (POs) & Program Specific Outcomes for all the Departments
4	Nov-18	• II Quarter Meeting of IQAC (2018 - 2019) • Auditing of NIRF Data • Workshop
5	Dec-18	• Auditing of Bridge Courses, Remedial Courses, Value-added Courses conducted by Departments in the Odd Semester
6	Jan-19	• National Seminar on Quality Issues • Meeting with DQAC members
7	Feb-19	• Audit of Industry Linkages established by the Faculty members • Workshop on Quality Issues
8	Mar-19	• Auditing of Faculty & Student achievements • Maintenance of Central Repository
9	Apr-19	• III Meeting of IQAC (2018 - 2019) • Collection of data for AQAR 2018 - 2019 • Meeting with DQAC members
10	May-19	• Begin preparation of AQAR 2018 - 2019 • Library Audit
11	Jun-19	• Analysis of Research Publications for the Session 2018 - 2019 • Auditing of Student Placements
12	Jul-19	• IV Meeting of IQAC (2018 - 2019) • Analysis of Feedback of all types from all the stakeholders to begin • Plan development programs for all Faculty & Staff members to be held in Session 2017 - 2018 (in consultation with Director (Academic Staff College)) • Planning for Plantation Drive & Landscaping

[[Shri Hari]]