

**Minutes of the 4th Meeting of GBU-Internal Quality Assurance Cell (IQAC) held
on December 23, 2019 at 11.00 am, Gautam Buddha University**

The 4th meeting of all members of IQAC was held on December 23, 2019 at 11.00am in the VC Office Board Room with the following agenda:

Agenda:

1. To approve the minutes of 3rd meeting of IQAC held on 15th November 2019.
2. To consider the action taken report of the observations made in the 3rd meeting of IQAC held on 15th November 2019.
3. Present status for submission of AQAR for the academic year 2018-19.
4. Review of IPR policy guidelines as proposed by the IPR-Cell, GBU.
5. Review of policy guidelines for promotion of Research and Consultancy.
6. Review of incubation centre, activities, and start-ups of other initiatives for creation & transfer of knowledge.
7. Review of initiatives taken for the placement of students of various disciplines.
8. Discipline-wise review of teachers attending Professional Development Programs.
9. Academic Calendar of events i.e. Conference/Symposia/Expert lectures etc in Departments.
10. Review of Academic and Administrative Audit.
11. Any other matter with the permission of the chair.

Following members were present: write name of all members and after that write these members were absent from the meeting.

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| 1. Prof. Bhagwati Prakash Sharma, Vice Chancellor | : Chairperson |
| 2. Shri Bachchu Singh, Registrar | : Admn. Officer |
| 3. Shri Lalit Gupta, Director Works | : Admn. Officer |
| 4. Prof. Shweta Anand, Dean Academics | : Member |
| 5. Prof. Bandna Pandey, SoHSS | : Member |
| 6. Dr. Akshay Kumar Singh, Assistant Professor, SoLJ&G | : Member |
| 7. Dr. Bhupendra Chaudhary, Asst. Professor, SoBT | : Member |
| 8. Prof. Sanjay Kumar Sharma | : Coordinator/Director |

Special Invitee

1. Dr. Shakti Sahi, Nodal Officer, IPR Cell
2. Dr. Vinay Litoria, Director CRC

Following members were absent: write name of all members after that write these members were absent from the meeting.

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| 1. Prof. N. K. Tanjeja, Vice Chancellor, CCS University Meerut | : Member |
| 2. Prof. S. K. Singh, Dean, SoLJ&G | : Member |
| 3. Prof. N. P. Melkania, Dean SoVSAS | : Member |
| 4. Prof. P. K. Yadav, Dean, SoE | : Member |
| 5. Shri Naveen Gabrani, Industrialist, CEO, Astrea, IT Services | : Member |
| 6. Mr. Siddharth Sharma, Alumni, MBA (2010-11) | : Member |
| 7. Mr. Sunny Chaudhary, Alumni | : Member |

Following points were discussed and recommended:

1. Approval of the minutes of 3rd meeting of IQAC

The minutes of the previous meeting was read, confirmed and recorded.

2. Action taken report of the observations made in the 3rd meeting of IQAC

An action taken report of the observation made in the 3rd meeting of IQAC was presented before the IQAC members and summarized below:

S.No	Item/Agenda	Committee's recommendation	Action taken
1	Preparation and Submission of AQAR for year 2018-19	The AQAR of Academic session 2018-19 should be prepared and submitted intime,	All desired formats of AQAR (Part-A & Part-B) were forwarded to various departments and the data has now been received in the NAAC office. At present the data is being compiled for final submission.
2	NAAC Quantities & Qualitative Measure Templates	Different Quantitative and Qualitative mesure templates should be circulated to all departments for their feedback.	Different Quantitative and Qualitative mesure templates were circulated to various departments.
3	Reconstitution of IQAC	The IQAC committee may be reconstituted as discussed.	The IQAC was reconstituted (Anexure-1)
4	Proposals for Organizing Various Academic Activities at Different Schools of Studies	Various academic activities should be organised in different departments of studies for the decemination of scientific knowledge and professional upliftment	Different sports and academic activites were planned and organised in the university.

3. Submission of AQAR for the academic year 2018-19.

The AQAR for the academic year 2018-19 is being prepared and will be submitted on NAAC portal. Various templates for the quantitative and qualitative measures were approved and the same will be circulated to various departments for future deployment. Online Google formats will be created for these templates for their wide circulation during every semester.

4. Review of IPR policy guidelines as proposed by the IPR-Cell, GBU

Detailed guidelines of university IPR policy was presented by Dr. Shakt Sahi, Nodal Office, IPR Cell before the IQAC members. After certain deliberations, the draft guidelines were approved.

5. Review of policy guidelines for promotion of Research and Consultancy

For the promotion of research and consultancy projects at various departments, the school / departments were suggested to submit more sponsored research projects to the funding agencies, and the research conducted on different aspects should be published in quality journals with good impact factors. Also, it was emphasized

that a conducive environment for consultancy projects having financial implications as per university rules should be created in the department. Based on the research expertise available with faculty members, each department will be making a brochure with identified key research areas that will be helpful in inviting leading industries in the respective research areas for consultancy projects.

6. Review of incubation center, activities, and start-ups of other initiatives for creation & transfer of knowledge.

So far, One incubation center has been approved by the University. The incubation center has conducted one day workshop & startup exhibition with Swadeshi startup. Also, a MoU has been established with Ambuja Neotia to promote entrepreneurship amongst students of various disciplines. Further, to promote startup culture in the university, i) regular idea generation contests will be organized ii) EDPs will be organized, and iii) to provide financial support the center, proposal will be sent to Government organizations such as DST, MSME, NABARD and other Govt bodies.

7. Review of initiatives taken for the placement of students of various disciplines

Dr. Vinay Litoria presented the efforts made by the Corporate Relation Cell of the University towards the placement of students in the current semester. Further to improve the placements, it was recommend to conduct a 12 hrs long English communication training module for the passing out batches of students with the help of Department of English, GBU. Also, employability skill training programs and job fairs will be organized in the coming semester for pre-final and final year students.

8. Discipline-wise review of teachers attending Professional Development Programs.

A circular will be sent to all departments for engaging the faculty members and non-teaching staff in attending and also organizing FDPs, MDPs and Executive training programs.

9. Academic Calendar of events i.e. Conference/Symposia/Expert lectures etc in Departments.

All departments were suggested to prepare a calendar of events to be organized at their respective departments for next calendar year.

10. Review of Academic and Administrative Audit.

A committee comprising of following members was constituted recently for the purpose to review of Academic & Administrative Audit of the University.

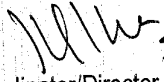
1. Prof. Shweta Anand, Dean Academics
2. Prof. N.P.Melkania, Dean School of VSAS
3. Prof. S. K. Singh, Dean School of Law Justice & Governance
4. Prof. Sanjay Kumar Sharma, Dean School of ICT
5. Sh. Bachchu Singh, Registrar

The committee will finish academic and administrative audit in the month of Jan. 2020.

11. Any other matter with the permission of the chair

Hon'ble Chairperson suggested to constitute an Alumni Consultancy Cell at the University. Also, an Academic Advisory Council of Alumni from industry will be created for future support to the passing out students across disciplines.

The meeting ended with thanks to the Chairperson, and all distinguished members.


Coordinator/Director, 24/12/2019

24-12-2019
Chairperson
प्रो. श्री. राजेश शर्मा
कुलपति
गोतम बुद्ध विश्वविद्यालय
ग्रेटर नोएडा (उत्तर प्रदेश)