

**MAHARISHI MARKANDESHWAR (DEEMED TO BE UNIVERSITY)**  
**MULLANA-AMBALA, HARYANA (INDIA) - 133207**  
(Established under Section 3 of the UGC Act, 1956)  
**(Accredited by NAAC with Grade 'A')**

**1<sup>st</sup> IQAC Meeting (Session 2021-22)**


**Minutes** of the meeting of **Internal Quality Assurance Cell (IQAC)** held on online through Google Meet on **19-07-2021** at **11:30 am**. The following members were present:

- |                                  |                        |
|----------------------------------|------------------------|
| 1. Prof. H. K. Sharma (Chairman) | 12. Dr. Manu Goyal     |
| 2. Dr. L.C. Gupta                | 13. Dr. Anil Jain      |
| 3. Dr. Sumit Mittal              | 14. Dr. Akash Jain     |
| 4. Dr. B.K. Aggarwal             | 15. Dr. Sandeep Grover |
| 5. Dr. NK Batra                  | 16. Ms. Rekha Kaushik  |
| 6. Dr. Amit Mittal               | 17. Ms. ShagunDeswal   |
| 7. Prof. Sanjeev Gupta           | 18. Dr. Amit Aggarwal  |
| 8. Dr. Anil Kumar Sharma         | 19. Mr. Anshul Soni    |
| 9. Dr. Bhawna Pareek             | 20. Dr. Karan Walia    |
| 10. Dr. Vanita Aggarwal          | 21. Dr. Tarun Gulati   |
| 11. Dr. Dalip                    | 22. Dr. Kanchan Gupta  |

1. Prof. H. K. Sharma (Chairman), IQAC extended a warm welcome to all the members of the cell.
2. Minutes of the last meeting of the IQAC were confirmed.
3. Chairman, IQAC informed that AQAR for session 2019-20 has been finalized by the University.
4. Chairman, IQAC informed the house regarding upcoming NAAC inspection. It was informed that internal assessors would be visiting the departments to review the preparation. Registrar, Dr Sumit Mittal was requested to share the proposed schedule.
5. It was informed that regular monthly meetings with Faculty members will be held with the management. The purpose of the meetings is to actively involve the faculty and review their performance in various activities at department/University level. Director IQAC was requested to share the details with Principals/Heads for discussion.

6. Chairman, IQAC emphasized the need of quality of ONLINE teaching by the faculty members. It was discussed that faculty members and mentors should motivate the students during this pandemic and help the students to overcome anxiety.
7. Director, IQAC shared the feedback report of stakeholders (Students, Faculty, Alumni, Employers and professionals) on curriculum. The action taken report on feedback analysis by teaching departments was also shared. It was informed that Curriculum Feedback and analysis will be a part of academic audit.

Meeting ended with a vote of thanks to all the members.



**Dr. Tarun Gulati**  
Director, IQAC,  
MM (DU)



**Prof. H.K. Sharma**  
Chairman, IQAC,  
MM (DU)




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**Action Taken Report**  
**on the decisions of the 1st IQAC meeting held on 19 July 2021 (Session 2021-22)**

**To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken:**

| Sr. No. | Decision                                                                    | Action Taken                                                                                                                                                                                                                                                                                                                                |
|---------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | Welcome of all the members                                                  | No action was required                                                                                                                                                                                                                                                                                                                      |
| 2.      | Confirmation of Last Meeting                                                | No action was required                                                                                                                                                                                                                                                                                                                      |
| 3.      | Confirmation of action taken report on the minutes of the previous meeting. | No action was required                                                                                                                                                                                                                                                                                                                      |
| 4.      | AQAR for session 2020-21                                                    | No action was required                                                                                                                                                                                                                                                                                                                      |
| 5.      | Mock inspection schedule for upcoming NAAC inspection                       | Chairman-IQAC requested the Registrar to circulate the mock inspection schedule and SOP's for upcoming NAAC inspection.                                                                                                                                                                                                                     |
| 6.      | Regular monthly meetings with management.                                   | The reporting Performa was shared with the members and suggestions were invited. It was informed that the purpose to conduct such meetings was to involve faculty members and review their involvement and performance in various departmental activities. The platform will also help the faculty members to share their innovative ideas. |
| 7.      | Quality of ONLINE teaching.                                                 | It was shared that the online teaching and contents delivered by the faculty must be reviewed by Principals/HoDs to ensure the quality of teaching. Students should also be motivated by mentors during the anxious time of pandemic.                                                                                                       |
| 8.      | Feedback report of stakeholders on curriculum                               | Feedback report of stakeholders (Students, Faculty, Alumni, Employers and professionals) and action taken report on curriculum received from teaching departments was shared by Director, IQAC. It was informed to the members that feedback report and action taken report will be a part of academic audit.                               |

  
**Dr. Tarun Gulati**  
Director, IQAC  
MM (DU)



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**2<sup>nd</sup> IQAC Meeting (Session 2021-22)**

**Minutes** of the meeting of **Internal Quality Assurance Cell (IQAC)** held in the Committee Room of the University on **08 Nov. 2021** at **10:30 am**. The following members were present:

- |                                  |                           |
|----------------------------------|---------------------------|
| 1. Prof. H. K. Sharma (Chairman) | 11. Dr. Uma Deaver        |
| 2. Dr. Sumit Mittal              | 12. Dr. Atul Sharma       |
| 3. Dr. Vipin Saini               | 13. Dr. Jagdeep Singh     |
| 4. Dr. B.K. Aggarwal             | 14. Mr. Harshal Kumar     |
| 5. Dr. N.K Batra                 | 15. Ms. Ruchika           |
| 6. Dr. Amit Mittal               | 16. Dr. Anil Jain         |
| 7. Dr. Sujata Upadhayay          | 17. Mr. Krishan Kumar     |
| 8. Dr. J.K Sharma                | 18. Dr. Praveen Ailawalia |
| 9. Dr. Meenakshi Dhanawat        |                           |
| 10. Er. Sanjeev Garg             |                           |

1. Prof. H. K. Sharma (Chairman), IQAC extended a warm welcome to all the members of the cell.
2. Confirmed the Minutes of the last meeting of the IQAC held on 19 July 2021.
3. Chairman, IQAC welcomed and introduced Dr. Praveen Ailawalia (Director, IQAC) to the members.
4. Director(IQAC) presented the review report of the departments for the month of September and October 2021. It was informed that more efforts are required in terms of research projects and patents. Dean (R&D) was requested to guide the department faculty to write research projects, patents and copyrights.
5. Director(IQAC) informed the members that based on the feedback from the stakeholders of the University, revision of existing examination and library system is proposed.

6. Director(IQAC) informed that a proposal to set up IDEA FACTORY in the University Campus was floated in the monthly meeting and it was appreciated by the members. The draft policy has been forwarded to Dean(R&D) by Director(IQAC) for further implementation. The details will be shared later.
7. Brief report on the preparation of NAAC visit was presented by Chairman, IQAC. It was informed that mock inspection will be conducted by the teams in coming weeks to review the preparation for NAAC inspection.

Meeting ended with a vote of thanks to all the members.



**Dr. Praveen Ailawalia**  
Director, IQAC,  
MM (DU)



**Prof. H.K. Sharma**  
Chairman, IQAC,  
MM (DU)




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**Action Taken Report**  
**on the decisions of the 2<sup>nd</sup> IQAC meeting held on 08 Nov 2021(Session**  
**2021-22)**

**To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken:**

| <b>Sr. No.</b> | <b>Decision</b>                                                             | <b>Action Taken</b>                                                                                                                                                                                                                                                                    |
|----------------|-----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.             | Welcome of all the members                                                  | No action was required                                                                                                                                                                                                                                                                 |
| 2.             | Confirmation of Last Meeting                                                | No action was required                                                                                                                                                                                                                                                                 |
| 3.             | Confirmation of action taken report on the minutes of the previous meeting. | No action was required                                                                                                                                                                                                                                                                 |
| 4.             | Introduction of Director-IQAC, Dr. Praveen Ailawalia                        | No action was required                                                                                                                                                                                                                                                                 |
| 5.             | Review reports of departments for the month of September and October 2021.  | It was informed that more efforts are required to get research projects and patents. Dean (R&D) was requested to arrange special sessions for faculty members to guide them to write research projects, patents and copyrights.                                                        |
| 6.             | Revision of existing examination grading system.                            | Based on the feedback from stakeholders of the University, revision in the existing examination grading system is recommended. Dean Academic Affairs(Technical) may be requested to initiate the process of revision of grading system.                                                |
| 7.             | Setting of IDEA Factory                                                     | Proposal to set up IDEA FACTORY in the University Campus was floated in the monthly meeting and it was appreciated by the members. The draft policy has been forwarded to Dean(R&D) by Director(IQAC) for further implementation. Dean (R&D) may be requested to initiate the process. |
| 8.             | Preparation of NAAC visit.                                                  | It was informed that 2 <sup>nd</sup> round of mock inspection will be conducted by the teams in coming weeks to review the preparation for NAAC inspection. Director(IQAC) in consultation with Registrar will circulate the schedule and SOP's of the inspection schedule.            |

  
**Dr. Praveen Ailawalia**  
Director, IQAC,  
MM (DU)

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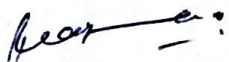
**3<sup>rd</sup> IQAC Meeting (Session 2021-22)**


**Minutes** of the meeting of **Internal Quality Assurance Cell (IQAC)** held on **12 Jan. 2022 at 11:00 am**. The following members were present:

- |                                  |                                   |
|----------------------------------|-----------------------------------|
| 1. Prof. H. K. Sharma (Chairman) | 9. Dr. Meenakshi Dhanawat         |
| 2. Dr. Sumit Mittal              | 10. Dr. Uma Deaver                |
| 3. Dr. Vipin Saini               | 11. Dr. Atul Sharma               |
| 4. Dr. B.K. Aggarwal             | 12. Dr. Jagdeep Singh             |
| 5. Dr. N.K. Batra                | 13. Mr. Harshal Kumar             |
| 6. Dr. Amit Mittal               | 14. Ms. Ruchika                   |
| 7. Dr. Sujata Upadhyay           | 15. Mr. Krishan Kumar             |
| 8. Dr. J.K. Sharma               | 16. Dr. Praveen Ailawalia         |
|                                  | 17. Dr. R D Gupta-Special Invitee |

1. Prof. H. K. Sharma (Chairman), IQAC extended a warm welcome to all the members of the cell.
2. Confirmed the Minutes of the last meeting of the IQAC held on 08 Nov. 2021.
3. Director, IQAC shared the observations received from NAAC regarding AQAR 2019-20. The compliance received on 04 January 2022 was submitted for approval.
4. Director-IQAC congratulated the stakeholders for securing A++ grade. He also shared the NAAC score sheet of 2<sup>nd</sup> cycle of the University.
5. Director, IQAC informed the house that the data for QS Ranking 2022, THE World University 2022 and ASIA rankings have been prepared. The same was presented by Dr. R D Gupta.
6. Observations and recommendations on monthly score sheet for SOP received from Director/Principal and HoDs were discussed. It was informed that final score sheet for faculty outcome will be finalized and shared with the institutes/departments.
7. Director, IQAC informed the house that MM(DU) is participating in India Today rankings 2022. Chairman-IQAC requested Dr. R D Gupta to prepare the report accordingly.

Meeting ended with a vote of thanks to all the members.

  
**Dr. Praveen Ailawalia**  
Director, IQAC


  
**Prof. H.K. Sharma**  
Chairman, IQAC



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**Action Taken Report**  
**on the decisions of the 3<sup>rd</sup> IQAC meeting held on 12 Jan. 2022 (Session 2021-22)**

| Sr. No. | Decision                                                                         | Action Taken                                                                                                                                                                                                                                    |
|---------|----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | Welcome of all the members                                                       | No action was required                                                                                                                                                                                                                          |
| 2.      | Confirmation of Last Meeting                                                     | No action was required                                                                                                                                                                                                                          |
| 3.      | Confirmation of action taken report on the minutes of the previous meeting.      | No action was required                                                                                                                                                                                                                          |
| 4.      | NAAC score sheet of 2 <sup>nd</sup> cycle of the University                      | Score sheet was shared with the members and it was informed that more efforts to be done to improve scores in Criteria 3 (Research, Innovation and Extension) and Criteria 5 (Student Support and Progression).                                 |
| 5.      | Observations received from NAAC regarding AQAR 2019-20 and the compliance report | The observations received have been incorporated in the AQAR and the revised AQAR has been submitted.                                                                                                                                           |
| 6.      | QS Ranking 2022, World University 2022 and ASIA rankings                         | The University has uploaded the data for the rankings for year 2022.                                                                                                                                                                            |
| 7.      | Observations and recommendations on monthly score sheet for SOP                  | Based on the observations and recommendations on monthly score sheet for SOP from Director(s)/Principal(s) and HoD(s), the final score sheet has been approved and the same shall be shared with the institutes/departments for further action. |
| 8.      | Participation in India Today rankings 2022.                                      | It was informed that the data University is participating in India Today rankings 2022 and the data for the same is being finalized.                                                                                                            |

  
**Dr. Praveen Ailawalia**  
Director, IQAC  
MM (DU)



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**No. MM(DU)/IQAC/2022/**

**Dated: 22.03.2022**

**4<sup>th</sup> IQAC Meeting (Session 2021-22)**

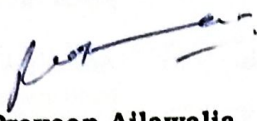
The 4<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of Maharishi Markandeshwar (Deemed to be University) was held on **21.03.2022 (Monday) at 11.00 AM**. The following members attended the meeting:

- |                                  |                                      |
|----------------------------------|--------------------------------------|
| 1. Prof. H. K. Sharma (Chairman) | 11. Mr. Mahesh Uniyal                |
| 2. Dr. Sumit Mittal              | 12. Dr. Uma Deaver                   |
| 3. Dr. Vipin Saini               | 13. Dr. Atul Sharma                  |
| 4. Dr. B.K. Aggarwal             | 14. Dr. Jagdeep Singh                |
| 5. Dr. N.K Batra                 | 15. Mr. Harshal Kumar                |
| 6. Dr. Amit Mittal               | 16. Ms. Ruchika                      |
| 7. Dr. Sujata Upadhyay           | 17. Mr. Krishan Kumar                |
| 8. Dr. J.K Sharma                | 18. Dr. Praveen Ailawalia            |
| 9. Dr. Meenakshi Dhanawat        | 19. Shri Ram Kumar                   |
| 10. Mr. Harshal Kumar            | 20. Dr. Satish Kumar-Special Invitee |


1. Prof. H. K. Sharma (Chairman), IQAC extended a warm welcome to all the members of the cell.
2. Minutes of IQAC meeting held on 12 Jan. 2022 were confirmed.
3. Action Taken Report of the previous meeting of IQAC held on 12 Jan. 2022 was confirmed
4. The monthly performance & faculty score sheet of all the Departments/Institutes for the month of February, 2022 was approved.
5. The academic audit reports of all the teaching departments of the University were approved.
6. The Annual Quality Assurance Report (AQAR) of the University for Academic Year 2020-21 was presented by Director-IQAC. Some minor suggestions were recommended by the members. The same is recommended for approval after incorporating the suggestions.
7. Director-IQAC informed the house about the various activities to be organized by the Internal Quality Assurance Cell from March, 2022 to June, 2022

8. Dr. Satish Kumar, Nodal officer-AISHE presented the data compiled for All India Survey on Higher Education of University for the academic session 2020-21. The same was approved by the house for further submission.
9. Director-IQAC informed the house regarding approval of AQAR 2019-20.

The meeting ended with vote of thanks to all the members.



**Dr. Praveen Allawalia**  
Director, IQAC



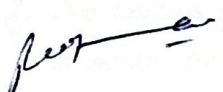
**Prof. H.K. Sharma**  
Chairman, IQAC



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**Action Taken Report**  
**on the decisions of the 4<sup>th</sup> IQAC meeting held on 21 March**  
**2022(Session 2021-22)**

| Sr. No. | Decision                                                                                                    | Action Taken                                                                                                                                                                                                               |
|---------|-------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | Welcome of all the members                                                                                  | No action was required                                                                                                                                                                                                     |
| 2.      | Confirmation of Last Meeting                                                                                | No action was required                                                                                                                                                                                                     |
| 3.      | Confirmation of action taken report on the minutes of the previous meeting.                                 | No action was required                                                                                                                                                                                                     |
| 4.      | Monthly performance & faculty score sheet of all the departments/Institutes for the month of February, 2022 | The house was informed that some departments need to improve on certain aspects like research publications, Research projects, Consultancy. The idea is to involve every faculty member in the domain of his/her interest. |
| 5.      | Approve the academic audit reports of all the teaching departments of the University                        | The academic reports of the departments were approved.                                                                                                                                                                     |
| 6.      | Approve the Annual Quality Assurance Report (AQAR) of the University for academic year 2020-21              | Annual Quality Assurance Report (AQAR) of the University for academic year 2020-21 was finalized as per the suggestions received from the members. The AQAR has been forwarded to BOM for approval.                        |
| 7.      | Activities to be organized by the Internal Quality Assurance Cell from March, 2022 to June, 2022            | IQAC organized one day workshop for Non-teaching staff on 04 June 2022. The topic of workshop was " <b>Basics Concepts of Computer System</b> ".                                                                           |
| 8.      | Data compiled for All India Survey on Higher Education of University for the academic session 2020-21       | Data compiled for All India Survey on Higher Education of University for the academic session 2020-21 has been submitted.                                                                                                  |
| 9.      | Approval of AQAR 2019-20                                                                                    | No action was required.                                                                                                                                                                                                    |

  
**Dr. Praveen Ailawalia**  
Director, IQAC  
MM (DU)

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**No. MM(DU)/IQAC/2022/**

**Dated: 05.07.2022**

**5<sup>th</sup> IQAC Meeting (Session 2021-22)**

The 5<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of Maharishi Markandeshwar (Deemed to be University) was held on **08.07.2022 (Friday)** at **02.00 PM**. The following members attended the meeting:

- |                                  |                           |
|----------------------------------|---------------------------|
| 1. Prof. H. K. Sharma (Chairman) | 11. Mr. Harshal Kumar     |
| 2. Dr. Rajender Kumar            | 12. Mr. Mahesh Uniyal     |
| 3. Dr. Sumit Mittal              | 13. Dr. Uma Deaver        |
| 4. Dr. Atul Sharma               | 14. Dr. Jagdeep Singh     |
| 5. Dr. Vipin Saini               | 15. Dr. B.K. Aggarwal     |
| 6. Dr. N.K Batra                 | 16. Mr. Harshal Kumar     |
| 7. Mr. Krishan Kumar             | 17. Ms. Ruchika           |
| 8. Dr. J.K Sharma                | 18. Dr. Sujata Upadhayay  |
| 9. Dr. Anil Jain                 | 19. Dr. Praveen Ailawalia |
| 10. Dr. Meenakshi Dhanawat       | 20. Shri Ram Kumar        |

1. Prof. H. K. Sharma (Chairman), IQAC extended a warm welcome to all the members.
2. Minutes of IQAC meeting held on 21 March 2022 were confirmed.
3. The Action Taken Report of the previous meeting of IQAC held on 21 March 2022 was confirmed.
4. The analysis report of stakeholders on Curriculum feedback was shared by Director-IQAC.
5. The analysis of faculty appraisal for the academic year 2021-22 was reviewed and approved.
6. The revised academic audit performa was presented by Director-IQAC and was approved by the house.
7. The revised Curriculum feedback forms for all stake holders were presented by Director-IQAC and were approved by the house.
8. The appraisal form for non-teaching staff was presented by Director-IQAC and was approved by the house.



9. The data compiled for Outlook, Times Higher Education and India Today Survey for the year 2022 was presented by Dr. Sumit Mittal.
10. The house was informed regarding the MOU with QS I-GUAGE ranking and MM(DU). Dr. Sumit Mittal was appointed as SPOC.
11. The quarterly progress report of all the Departments/Institutes for the quarter April-June, 2022 was shared with the members.
12. The house was informed about the creation of "Centre for Sustainability" to create awareness among faculty, students, staff and general public about the need and importance of sustainable development goals, their importance and impact.

The meeting ended with vote of thanks to all the members.



**Dr. Praveen Ailawalia**  
Director, IQAC



**Prof. H.K. Sharma**  
Chairman, IQAC

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**Action Taken Report**  
**on the decisions of the 5<sup>th</sup> IQAC meeting held on 08 July 2022(Session**  
**2021-22)**

| Sr. No. | Decision                                                                                    | Action Taken                                                                                                                                                                                                                                                                                                                                               |
|---------|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | Welcome of all the members                                                                  | No action was required                                                                                                                                                                                                                                                                                                                                     |
| 2.      | Confirmation of Last Meeting                                                                | No action was required                                                                                                                                                                                                                                                                                                                                     |
| 3.      | Confirmation of action taken report on the minutes of the previous meeting.                 | No action was required                                                                                                                                                                                                                                                                                                                                     |
| 4.      | Analysis report on Curriculum feedback.                                                     | The analysis of Curriculum feedback by the stakeholders (Students, Alumni, Faculty, Employers and professionals) was shared by Director-IQAC.                                                                                                                                                                                                              |
| 5.      | Analysis of faculty appraisal for the academic year 2021-22                                 | The analysis of faculty appraisal for the academic year 2021-22 was shared by Director-IQAC. Dr. Harish Sharma, Vice Chancellor suggested that more efforts are required in some areas like research publications, patent publications, start-ups etc. by the Departments/Institutes. The same has been intimated to the concerned Departments/Institutes. |
| 6.      | Revised academic audit performa.                                                            | The revised academic audit performa was shared with Director(s)/Principal(s)/HoDs for implementation.                                                                                                                                                                                                                                                      |
| 7.      | Revised Curriculum feedback forms for all stake holders.                                    | The revised Curriculum feedback forms for all stake holders namely faculty, Student, Alumni, Employer and Professional will be implemented in due course of time.                                                                                                                                                                                          |
| 8.      | Appraisal form for non-teaching staff                                                       | The appraisal form for non-teaching staff was also shared with Director(s)/Principal(s)/HoDs for implementation with immediate effect.                                                                                                                                                                                                                     |
| 9.      | Data compiled for Outlook, Times Higher Education and India Today Survey for the year 2022. | The data compiled for Outlook, Times Higher Education and India Today Survey for the year 2022 was shared. It was informed that the same will be submitted for ranking.                                                                                                                                                                                    |
| 10.     | MOU with QS I-GUAGE ranking and MM(DU).                                                     | It was informed to the members that online data submission for QS I-GUAGE ranking will be available w.e.f 2022. The data for the year 2022 is being compiled for submission.                                                                                                                                                                               |



|     |                                                                                              |                                                                                                                                              |
|-----|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| 11. | Quarterly progress report of all the Departments/Institutes for the quarter April-June, 2022 | The quarterly progress report of all the Departments/Institutes for the quarter April-June, 2022 was presented by Dr. Sumit Mittal.          |
| 12. | Creation of "Centre for Sustainability"                                                      | The committee for "Centre for Sustainability" has been constituted and notified. Dr. Karan Aggarwal was appointed as incharge of the centre. |

The meeting ended with vote of thanks

  
**Dr. Praveen Ailawalia**  
 Director, IQAC  
 MM (DU)