



AGENDA FOR THE SECOND ACADEMIC COUNCIL MEETING -2019

Scheduled to be held on Saturday, 13th July 2019; 10 AM – 1 AM

Venue: Board Room, Main Building, Quantum University, Roorkee

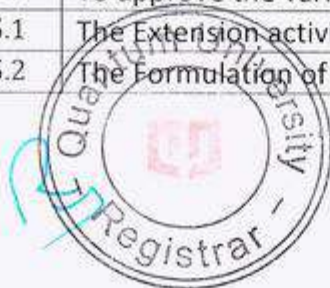
Item No.	Agenda Points
Item No.2.1	To confirm the minutes of the first meeting of the academic council of Quantum University held on 11th June 2018.
Item No.2.2	To present Action Taken Report (ATR) on the decisions / recommendations made in the first Academic Council meeting of Quantum University held on 11th June 2018.
Item No.2.3	To consider and approve the Sanction Intake, admission prospectus for 2019-20, Increase in intake for existing programs; and for a few new proposed programs in respective schools and departments.
2.3.1	To approve the fees structure, eligibility criteria and brochure for the 2019-20 session.
2.3.2	To consider and approve the Q-Care Entrance Exam System for the session 2018-19.
Item No.2.4	To consider and approve the courses/courses code and syllabi along with CO-PO for various programs by the concerned Board of Studies and Boards of Faculty of specific programs.
2.4.1	To consider and Approve the Employability / Entrepreneurship/Skill courses in Each Programs offered in 2019-20 Session
2.4.2	To propose the list of VAC's in various Program for session 2019-20 and to present the list of VAC's of 2018-19 session.
2.4.3	To propose the list of new introduced courses in various programs for the session 2019-20.
Item No.2.5	To consider and approve some modifications in the Academic Regulations based on operational difficulty encountered.
Item No.2.6	To consider and approve the appointment of faculty members and staff members, who have joined after the First Academic Council meeting and approve the minutes of the Selection Committees held in 2018-19.
Item No.2.7	To discuss about the proposal for Quantum University to become member of professional bodies like : Association of Indian university (AIU)
Item No.2.8	To report about the submission of a proposal to UGC for Inspection.
Item No.2.9	To report about the formation of the Internal Quality Assurance Cell (IQAC) of Quantum University and its activities.
2.9.1	To approve the report of IQAC for 2018-19 session and to appraise the annual report on events for quality assurance.
2.9.2	To consider and approve the report of Feedback analysis and ATR of 2018-19 session.



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2.9.3	To consider and approve the report of CO-PO Mapping of 2018-19 session
2.9.4	To consider and approve the Quality Mandate of the Quantum University
Item No.2.10	To report about the actual intake & number of students admitted in various programs during session 2018-19 along with the list of students, to whom the scholarship is provided. and admission committee minutes.
2.10.1	To consider and approve Student's admissions list of 2018-19 and the minutes of 1st meeting of the Admission Committee
2.10.2	To approve the details of scholarship granted to students in session 2018-19.
2.10.3	To approve the list of students against the reservation category for the session 2018-19.
Item No.2.11	To consider and approve the University Examination Manual ver 1.0 which is followed by the University from 2018-19
2.11.1	To appraise the policy for Examination Management System
Item No.2.12	<p>To consider and approve the procedures and SOPs developed & adopted for Teaching Learning Processes in the University for Quality Improvement</p> <ul style="list-style-type: none"> • University Academic Committee • Roles and Responsibilities of Dean Academics & Academic Coordinator • Guidelines for Teaching Learning Process at Quantum University • Rules for Minor/Open Electives • Rules for passion Program • Regulation and Process for value Added Programs and Value added courses • Rules for summer Semester • Slow and Fast Learner System • Mentor -Mentee System • Sub-Speciality Group of Departments • Teaching Learning Quality Mandates • Experiential, participative and Problem Solving Learning
2.12.1	To consider and approve the report of the activities related to slow and fast learners for 2018-19 session and Identification of strategies for slow and Fast Learner for 2019-20 session.
2.12.2	To consider and approve the report of the activities related to Mentor Mentee in 2018-19
Item No.2.13	To approve the transfer of teaching and other staff from Quantum Global Campus to Quantum University's Roll for 2019-20 session.
Item No.2.14	To approve the Student's Handbook and Faculty Handbook after modification suggested in the last Academic Counseling meeting and its circulation among faculty members and students.
Item No. 2.15	To approve the various reports to the Academic Council for their approval
2.15.1	The Extension activities report for 2018-19 session
2.15.2	The Formulation of QRAB for the session 2019-20 and




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	approval of the minutes of the meeting of URAB for 2018-19 session along with details of seed money and other financial support.
2.15.3	To approve the Annual Report of the Committee, monitoring activity of student Grievances / Ragging cases, Women Cell, Student Council, Proctorial Board for the 2018-19 session.
2.15.4	To approve the report for 2018-19 containing the minutes of the committee, , various activities conducted for ensuring Code of conduct of students and staff in 2018-19
2.15.5	To submit the Annual Academic Audit Report and its outcome along with ATR.
2.15.6	To approve the Academic Calendar for the 2019-20 session.
2.15.7	To consider and appraise the Research Projects to be applied for Govt/Non-Govt Fundings
Item No.2.16	To approve various other policies
2.16.1	Policy Document and Declaration of Result
2.16.2	Academic Audit Check policy
Item No.2.17	To report about New industrial Tie-ups for Industry-Academic Interaction.
Item No.2.18	Any other item with the permission of the Chair.

Member-Secretary
Academic Council

Chinikumar

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[Signature]

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MINUTES OF THE SECOND MEETING OF THE ACADEMIC COUNCIL -2019

DATE- July 13, 2019

The Second Meeting of the **Academic Council** of the University was held on **July 13, 2019** at **10:00AM** under the Chairmanship of Prof. Vivek Kumar, Vice Chancellor, Quantum University Roorkee.

The following members were present in the meeting:

Sl. No.	Name of Member
1	Mr. Ajay Goyal, Chancellor, Quantum University, Special Invitee
2	Prof. Vivek Kumar, VC, Quantum University
3	Dr. A. K. Khare, Former Chancellor, IEC University, special invitee
4	Dr. Ajay Rana, Advisor, Amity University, Noida
5	Dr. Rajeev Agarwal, Director, GL Bajaj Institute of Technology
6	Dr. K. K. Pande, Director, IQAC,
7	Dr. Gulshan Chauhan, Dean, Faculty of Technology
8	Dr. Lokinder Tyagi, Dean, Faculty of Business & Management
9	Dr. Anoop Badoni, Officiating Dean, Faculty of Agricultural Studies
10	Mr. Alok Kumar , HoD, Hospitality and Tourism Department
11	Dr Pradeep Joshi , Sr Faculty Member, Faculty of Business and Management
12	Dr Amit Dixit, Dean , Faculty of Graduate Studies
13	Dr. Rahul Sharma, Registrar and Member Secretary.

The Chairman informed members about the leave of absence of the other members due to various reasons.

At the onset of the meeting, Prof. Vivek Kumar, Vice Chancellor and Chairman of the Academic Council, welcomed all the members of the Academic Council of Quantum University. He requested that the members join him in lighting the lamp and seeking the blessings of Lord Ganesha and Maa Saraswati. After lighting the lamp and paying floral tributes, the Chairman sought the permission of the house to start the proceedings of the second Academic Council meeting. After permission from the house, and introducing the new members by the Vice Chancellor, he requested Dr. Rahul Sharma, Registrar and Member Secretary of the Academic Council, to take up the agenda points.

Item No.2.1:- To confirm the minutes of the first meeting of the academic council of Quantum University held on June 11, 2018.

The minutes of the first meeting of the Academic Council held on **June 11, 2018** were circulated to the members through email on July 18, 2018. Members were informed that




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there were no comments from the members, hence the same was approved. The members resolved that the minutes be taken as confirmed.

Item No. 2.2:- To present an Action Taken Report (ATR) on the decisions / recommendations made in the first Academic Council meeting of Quantum University held on June 11, 2018.

The detailed Action Taken Report was presented, and a detailed discussion was held on some of the points.

Item No.	Item Details	Action Taken
1.1	To apprise the members of Academic Council about Quantum University	
1.2	To apprise the members about the Vision and Mission and the Salient Features of the University and Departments	The vision and mission were confirmed.
1.2.1	To apprise about all School/Department/Department Codes and programs offered with their intake, eligibility, fee, admission brochure, etc., along with student scholarship schemes for consideration and approval.	As the admissions were continuing beyond June 11, 2018, the chairman was authorized to take a final decision on the intake in various programs. The revised intake and admitted student details are taken as separate agenda points in today's meeting.
1.2.2	To apprise about the Reservation Policies.	Policy was presented in BOM for approval.
1.3	To apprise about the philosophy related to curriculum design/development of the university, especially the concepts of minor-major, Passion programs, Value added programs, Rules for Honors degrees (industry specialization), Course structures, Flexible credit based systems (FCS), and industry initiatives	Modifications were incorporated.
1.4	To consider and approve academic regulations of Quantum University	Widely published and circulated among stakeholders.
1.4.1	Admission, Registration and Enrollment	
1.4.2	Credit System and Grade Point Evaluation	
1.4.3	Examination and Grading	
1.4.4	Evaluation and Assessment	
1.4.5	Cooperation and Collaborations	




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1.5	To consider and approve other Regulations and policies for students, faculty and staff related to research and welfare	The policies were presented at the first Meeting of the BOM. The approved policies are widely circulated among all stakeholders.
1.5.1	Code of Conduct/Ethic policies for various stakeholders and Disciplinary Policy, Anti Ragging Policy, Anti-Ragging Cell, Disciplinary Actions	
1.5.2	The panel of Experts for selection Committee, the Eligibility criteria, the selection Procedure of faculty and staff, Transfer of faculty from Quantum Global Campus to Quantum University for the 2018-19 session and appointment of new faculties	The Selection procedure for Faculty and staff was apprise in the BOM for final approval.
1.5.3	Women Welfare Cell, Women Empowerment Schemes, Gender Sensitization and Grievance Redressal Cell	The committees were formed. And has started functioning.
1.5.4	Student Committees and Councils and their policies	Policies were formed
1.5.5	Student Mentorship	Implemented
1.5.6	University Research Advisory Board (URAB) and Seed Money policy	Policy formed.
1.5.7	Faculty and staff performance appraisal system	System was formed.
1.5.8	HR Policy	Policy formed and circulated
1.5.9	To approve the Academic Calendar for the 2018-19 session.	No action was required
1.6	To consider and approve the Academic Regulations for Ph.d programs	Modifications were implemented.
1.7	To consider and approve the Minutes of various Boards of Studies and Boards of Faculty containing course structure, course code, and syllabi with CO-PO for 2018 admitted batches of different programs, including VAC's and the total number of new introduced courses across the university.	All programs, BOS and BOF, were proposed.
1.7.1	Faculty of Technology	
1.7.2	Faculty of Business and Management	
1.7.3	Faculty of Graduate Studies	
1.7.4	Faculty of Agriculture Studies	




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1.7.5	Faculty of Health Science	
1.7.6	New Introduced Courses	
1.8	To approve various other policies.	
1.8.1	Implementation of ERP for all academic and administrative purposes	Implemented from day one.
1.8.2	Formulation of E-governance and IT policy	Policy formulated.
1.8.3	Formulation of Library Committee	Committee formulated.
1.8.4	Formulation of PROPS Committee	Already implemented.
1.8.5	CO-PO Attainment Policy	Policy formed and started implementation
1.8.6	Admission Policy	Policy is already in operation.
1.8.7	Value-Added Course Policy	Policy implemented

The following suggestions were taken note of and action would be taken accordingly.

1. The policy on Women's Welfare Cell and Grievance Redressal Cell, should be reviewed. A separate policy governing complaints related to sexual harassment of women as per the decisions of the Hon'ble Supreme Court of India in Vishakha V. State of Rajasthan, and the UGC guidelines thereafter should be framed.
2. The Welfare Scheme should be common to all employees of the University.
3. During discussion on the Rules and Regulations related to the Ph.D. program, a query was raised that the university is starting its PhD programs this year. All rules and guidelines, including forms, have been uploaded to the University website, and the first entrance examination will be held on July 22, 2019, ensuring compliance with UGC guidelines. The advertisement is also placed on the web site. Members suggested that future advertisements should also be released in the newspaper as per UGC guidelines to ensure better response.

The members were informed that an attempt to start Ph.D. program was also made earlier, but due to improper scrutiny of some candidate's records and entrance examination not being in line with the instructions provided by UGC, the said attempt was canceled

Members appreciated the efforts put in by the University and wished that the same should continue in the future as well. They hoped that the University would continuously strive for excellence and should ensure compliance with all statutory guidelines and suggestions.




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Item No.2.3: To consider and approve the Sanction Intake, admission prospectus for 2019-20, Increase in intake for existing programs; and for a few new proposed programs in respective schools and departments.

Members deliberated in detail on the status of the seats filled in each program and approved the intake requested in each program, with a suggestion to consider the intake for MCA at 30 instead of 20.

However, keeping in mind that the University is in its second year, the members suggested that the Vice Chancellor take a final decision on the seat matrix after deliberations with the Dean/Director, Admission Cell, and seek the prior consent of the Chancellor. The details of the intake as proposed by the University for the year 2019-20 and accepted by the Academic Council are as follows: **(Appendix AC 2.1)**

Members also suggested that the University should take a call on programs that are more in demand by the industry and give special focus to them to make them centers of Excellence and attract students.

2.3.1: To approve the fee structure, eligibility criteria, and brochure for the 2019-20 session.

The member secretary presented the fee structure, brochure, and scholarship for the 2019-20 session.

The Academic Council approved the fee structure for the 2019-20 session (Appendix AC 2.2), Brochure (Appendix AC 2.3) and Eligibility Criteria (Appendix AC 2.4)

2.3.2 To consider and approve the Q-Care Entrance Exam System for the session 2018-19.

The Member Secretary presented the Q-Care Entrance Exam System for the session 2018-19.

The Academic Council approved the Q-Care Entrance Exam System for the session 2018-19. **(Appendix AC 2.5)**

Item No.2.4: To consider and approve the syllabi along with the CO-PO for various programs recommended by the concerned Board of Studies and Boards of Faculty of specific programs for (2019-20 entry batches)

The Deans of the following faculties presented their syllabus as recommended by their Board of Studies and Board of Faculty, highlighting the key features of the syllabus of the different programs being run.

1. Faculty of Technology **(Appendix AC 2.6)**
2. Faculty of Business and Management **(Appendix AC 2.7)**
3. Faculty of Agricultural Studies **(Appendix AC 2.8)**
4. Faculty of Graduate Studies **(Appendix AC 2.9)**
5. Faculty of Health Sciences **(Appendix AC 2.10)**




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The Dean Faculty of Technology informed the members that, in consideration of the notification from UGC inviting applications for Skill programs, the University has applied for five programs as mentioned below. A syllabus for two programs, framed in collaboration with the industry as below, was presented. The rest of the syllabus would be framed once the collaboration with industry was completed.

After deliberations, the syllabus as proposed by the Deans was approved with modifications, including the syllabus as per the PhD ordinance for coursework with modifications (*adding Research Ethics*) and the operating coursework schedule for candidates qualifying the PhD entrance examination.

Members authorized the Vice Chancellor to take decisions in regard to any syllabus that may be needed for the smooth running of the classes and report during the next meeting of the Council.

Members felt that there is a need to consider a semester in the final year for industrial training based on the requirement by industry for early joining of the students. The following options were suggested by the members:

1. To keep the final semester as industrial training by completing the syllabus in n-1 semesters, or have the final year semesters completed on fast track utilizing the slot available in the summer and winter vacations.
2. To increase the teaching load in the earlier semesters, thus completing the teaching content in n-1 semesters.
3. In programs where the number of students is higher, consider splitting the students into two batches, with one each going to industry in the Odd and Even semesters, respectively.

Members wanted the University to deliberate internally on the same and then come back to the Academic Council with the recommendations for final approval.

2.4.1 To consider and Approve the Employability, Entrepreneurship and skill courses in Each Program offered in 2019-20 session.

The Member secretary presented the Employability, Entrepreneurship and skill courses in Each Program offered in the 2019-20 session.

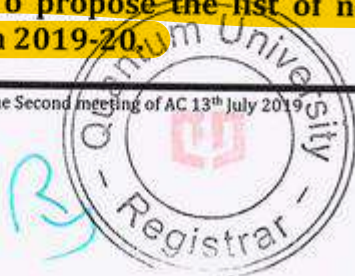
The academic Council approved the Employability, Entrepreneurship and skill courses in Each Program offered in the 2019-20 session. (Appendix AC 2.11)

2.4.2 To propose the list of VAC's in various Programs for session 2019-20 and to present the list of VAC's for the 2019-20 session.

The Member secretary presented the list of VAC's in various Programs for session 2019-20 and the list of VAC's for the 2019-20 session.

The Academic Council approved the list of VAC's in various programs for session 2019-20 and presented the list of VAC's for the 2018-19 session. (Appendix AC 2.12 a)

2.4.3 To propose the list of new introduced courses in various programs for the session 2019-20.




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The member secretary presented the list of new introduced courses in various programs for session 2019-20, totaling 436 across the university.

The Academic Council approved the list of new introduced courses in various programs for session 2019-20. (Appendix AC 2.12b)

Item No. 2.5: To consider and approve some modifications in the academic regulations based on operational difficulty encountered

The Vice Chancellor informed the members about certain operational difficulties encountered in the implementation of academic regulations. After detailed deliberations on each point, the following was agreed upon:

Regulation Number	Existing Para	Approved Change
1.3.2	<p>Summer Semester:</p> <p>The university may offer courses during the summer semester only on the recommendation of the University Academic Committee (UAC) and with the approval of the Vice Chancellor. The number of credits a student can register for during a summer semester shall normally be 2 courses from among the courses offered in the summer semester. However, in special cases, the student may be permitted to register for a maximum of three courses with the approval of UAC. There is no minimum number of credits fixed for course registration during the summer semester.</p>	<p>Summer Semester:</p> <p>The university may offer courses during the summer semester only on the recommendation of the University Academic Committee (UAC) and with the approval of the Vice Chancellor. The maximum number of credits a student can register for during a summer semester shall be 14 credits per semester, per phase, from among the courses offered in the summer semester.</p>
3.2	<p>Eligibility for appearing at the End Semester Examination:</p>	<p>Deliberations were held, but in the absence of clear data to look into the difficulties that were highlighted, it was decided that the Vice Chancellor would form a committee to look into the reasons for debarment cases and come out with its findings to be deliberated when the Council meets next.</p>




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3.4, 3.5	There is no provision for different CIE/ESE Ratios and pass percentages for programs such as D. Pharmacy, B.Voc, etc.	Members authorized by the Vice Chancellor to form regulations as per the statutory needs of the concerned Statutory Body, and in the case of B.Voc, based on UGC guidelines and taking into consideration the views of the collaborating industry, frame rules and regulations for each program separately. The same should be presented at the next meeting.
3.5 (7)	Under this clause, the Statistical method for grade calculation is used if the number of students is >100. The number of students in the majority of the programs could be lowered to 60	Members, after deliberation, authorized the Vice Chancellor to take a decision, on a case-by-case basis, based on the recommendations of the Board of Examination, during the coming odd semester examination and report the findings in the next meeting for a rational decision. Dr. Rajeev Agrawal, Member AC, very kindly volunteered his services on this matter as required.
3.6	<p>GRADE MODERATION</p> <p>The grades awarded based on statistical methods (for 100 or more students) shall be moderated to satisfy the following norms of the University:</p> <p>In the Statistical calculation and Grade moderation, it has been observed that it allows students with a very low percentage of marks to be given a pass (D) grade. This needs a review.</p>	<p>It was agreed to add a subclause as follows.</p> <p>After statistical calculations and grade moderation, any student who has obtained <30% of the total of internal and ESE marks, will get F grade.</p>
4.2	In the Academic Regulations, there is no provision for a temporary handicap due to injury where student is unable to write	Members agreed to add a clause in the Academic Regulations and authorized the Vice Chancellor to do so.
NIL	It is proposed to add a clause related to collaborative programs planned by the University in collaboration with industry, like B.Voc.	<p>Members appreciated the efforts of the University to focus on industry collaborative programs.</p> <p>The Vice Chancellor was authorized to deliberate on the same, frame the necessary guidelines, seek the consent of the Chancellor, and inform the Academic Council when it meets next.</p>



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Item No. 2.6: To consider and approve the panel of expert selection committees, the appointment of faculty members and staff members, who have joined after the First Academic Council meeting, and the minutes of the Selection Committees held in 2018-19.

Members were of the view that the same falls under the jurisdiction of the Board of Management, hence the same should be directly deliberated in the Board of Management. However, the members took note of the information.

Members deliberated on the total vacancies for each program. The creation of the following total posts for various schools and faculty was recommended for seeking approval of the Board of Management. **(Appendix AC 2.13)**

**Item No. 2.7: To discuss the proposal for Quantum University to become a member of professional bodies like:
Association of Indian University (AIU)**

Members deliberated about the proposal of the university planning to seek membership in the Association of Indian Universities (AIU). Members welcomed the proposal and suggested that the same should be done if the University meets the required eligibility criteria under the guidelines for membership

Members also suggested that the University should try and plan for international accreditation, thus helping build its reputation and, in the future, be in the top 200 universities in the country.

Item No. 2.8: To report about the submission of a proposal to UGC for inspection.

Members took note of the same and suggested that the inspection be carried out only after ensuring full compliance on all parameters of UGC to avoid any adverse remarks by the visiting team.

Item No. 2.9: To report about the formation of the Internal Quality Assurance Cell (IQAC) policy of Quantum University and its activities.

Members were informed that the University plans to ensure all statutory compliance and help follow the best practices to ensure quality education and the all round development of the students. With this in mind and planned accreditation in the next 5-6 years, the University has formed its IQAC. The Chairman and member secretary have started sensitizing the university staff on the same. The first formal meeting is expected soon. Following are the members of the I.Q.A.C. Committee:

Name of the Person	Designation and Post in IQAC
Prof. Vivek Kumar, Vice Chancellor	Chairman IQAC



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(Signature)
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Prof. K. K. Pande, Professor,	Director - I.Q.A.C
Dr. Gulshan Chauhan,	Member, Dean - QST, Quantum University
Dr. Rohit Kushwha,	Member, Dean - QSB, Quantum University
Er. Shobhit Goyal,	Member, Chancellor Nominee, Quantum University
Dr. Ram Singh,	Member, Asso. Prof., Quantum University
Dr. Naveen Rawat	Member, Asso. Prof., Quantum University
Mr. M.S. Gupta	COE, Quantum University
Mr. RK Khare	Member, Registrar
Mr. Himanshu Tyagi,	Member, Alumni QST
Mr. Ankur Jain	Member, Alumni QST
Mr. Shobhit Prajapati	Member, M.Tech. Student, Quantum University
Mr. Ashish Vaidya	Member, Industry Representatives GM, Hometel
Mr. Naresh Garg	Member, Industry Representatives CEO, Alex Panel
Dr. Praveen Kumar	Member, Dean - QSH, Quantum University
Ms. Himani Yadav	Member, Alumni QSB
Dr. Hitesh Upreti	Member, Asso. Prof., Quantum University

2.9.1: To appraise the report of IQAC for the 2018-19 sessions and the annual report on events for quality assurance.

The report of IQAC and the annual report on events for quality assurance for the 2018-19 sessions was presented to the academic council.

The Academic Council appraised the report of the IQAC (**Appendix AC 2.14**) and the annual report on events for quality assurance for 2018-19 sessions. (**Appendix AC 2.15**)

2.9.2: To consider and approve the report of Feedback analysis and ATR for the 2018-19 sessions.

The report of the Feedback analysis and ATR of 2018-19 sessions was presented to the academic council.

Some suggestions were given by the academic council, and its deliberations to be done in the coming session were recommended.

The Academic Council approved the report on Feedback analysis and ATR for the 2018-19 sessions. (**Appendix AC 2.16**)

2.9.3: To consider and approve the report of CO-PO attainment for the 2018-19 sessions.

The report of the CO-PO mapping of the 2018-19 sessions was presented to the academic council.

The Academic Council approved the report on CO-PO mapping for 2018-19 sessions. (**Appendix AC 2.17**)

2.9.4 : To consider and appraise the Quality Mandate of the Quantum University.




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The report on the Quality mandate was presented to the academic council.
The Academic Council approved the report of the **Quality Mandate of Quantum University. (Appendix AC 2.18)**

Item No 2.10: To report about the actual intake and number of students admitted in various programs during session 2018-19, along with the list of students, to whom the scholarship is provided, admission committee minutes, and list of students against the reservation category.

2.10.1: To consider and approve Student's admissions list of 2018-19 and the minutes of 1st meeting of the Admission Committee

The member secretary presented details of the Sanction Intake and respective admissions in 2018-19. The minutes of the admissions committee for the 2018-19 sessions were presented to the academic council.

The Academic Council approved the student's admission list for 2018-19 (Appendix AC2.19) and the minutes of the admission committee for the session 2018-19 (Appendix AC 2.20)

2.10.2: To approve the details of scholarship granted to students in session 2018-19.
The member secretary presented details of the scholarship granted in 2018-19 (Appendix AC 2.21) which was approved by the Academic Council.

2.10.3: To approve the list of students against the reservation category for the session 2018-19.

The member secretary presented the list of students against the reservation category for the session 2018-19.

The Academic Council approved the list of students against the reservation category.
(Appendix AC 2.22)

Item No.2.11: To consider and approve the University Examination Manual Ver 1.0 which is followed by the University from 2018-19.

The Vice Chancellor presented the University Examination Manual Ver. 1.0 (Appendix Ac 2.23), as the Controller of Examinations was on leave. The manual consists of the following:

1. Board of examination
2. Roles and Responsibilities
3. Internal Marks Policy
4. Instructions and Guidance for Students during Examinations
5. Standard Operating Procedures for:
 - Conducting End Semester Examination
 - Uploading Continuous Internal Evaluation Marks On ERP
 - End Semester Lab Examinations
 - Movement and records from Answer Book To Result declaration
 - Evaluation Process




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- ESE Scrutiny/Seeing Answer Books
- Re-Appearing In the Back-Paper Examination
- ESE Result Analysis
- Project Evaluation
- ESE Training & Internship Evaluation
- Setting Sessional Exam Question Papers

6. Templates and Formats

- Result Analysis Format
- Application for Scrutiny/Seeing Answer Books
- Question Paper Template – General
- Question Paper Template – MBA
- Question Paper Template – Engg Graphics
- Question Paper Template – Engg Drawing
- Exam Cell and Evaluation Center Forms

The Member discussed the same and approved the same with certain suggestions which were incorporated.

2.11.1 To appraise the policy for the Examination Management System.

The COE presented the policy for the Examination management system.

The Academic council appraised the policy for the Examination Management System.

(Appendix AC 2.24)

Item No.2.12: To report about the procedures (SOP) developed & adopted for teaching Learning Processes in the University.

The Vice Chancellor presented the salient features of certain processes framed related to the academic matters via:

- University Academic Committee
- Roles and Responsibilities of Dean Academics & Academic Coordinator
- Guidelines for Teaching Learning Process at Quantum University
- Rules for Minor/Open Elective
- Rules for passion Program
- Regulation and Process for value Added Programs and Value added courses
- Rules for summer Semester
- Slow and Fast Learner System
- Mentor -Mentee System
- Sub-Speciality Group of Departments
- Teaching Learning Quality Mandates




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- Experiential, participative and Problem Solving Learning

The Member deliberated on the same and appreciated the efforts of the University in this direction. It was suggested that the Teaching Learning Process will need continuous improvement and upgradation and hence should be renamed as "Guidelines for Teaching Learning Process".

Academic Council Approved the SOP developed and adopted for the teaching learning process. (Appendix AC 2.25)

2.12.1: To consider and approve the report of the activities related to slow and fast learners for 2018-19 session and Identification of strategies for slow and Fast Learner for 2019-20 session.

The report of the activities related to slow and fast learners for 2018-19 sessions was presented to the academic council.

The Academic Council approved the report of the activities related to slow and fast learners for the 2018-19 sessions. (Appendix AC 2.26)

Some suggestions were given by the members to be implemented for fast learners for 2019-20 session

A list of suggestions were

- Flip classes
- Review paper presentations
- Quiz Certificates
- Health related awareness program certification

2.12.2: To consider and approve the report of the activities related to Mentor-Mentee in 2018-19.

The report of the activities related to mentor-mentee in the 2018-19 session was presented to the academic council.

Some suggestions were given by the members to be implemented for the 2019-20 session, like adding the children's calling details, adding of parents calling details, etc.

The Academic Council approved the report of the activities related to Mentor-Mentee in 2018-19. (Appendix AC 2.27)

Item No. 2.13: To report about the transfer of teaching and other staff from Quantum Global Campus to Quantum University's roll

Members were of the view that the same falls under the jurisdiction of the Board of Management. However, the members noted the same but suggested that the same should be deliberated in the Board of Management (Appendix AC 2.28)

Item No. 2.14: To approve the Student's Handbook and Faculty Handbook after modifications suggested in the last Academic counseling meeting and its circulation among faculty members and students.




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Members were informed that the University has prepared a Student's Handbook (**Appendix AC 2.29**) and a Faculty Handbook (**Appendix 2.30**) which contain the University Rules and Regulations related to all matters affecting students and faculties. The same is provided to them in soft copy as pdf.

Members appreciated the efforts and suggested that the same be updated with changes taking place in the University Rules and Regulations from time to time.

**Item No 2.15: To approve the various reports to the Academic Council for their approval.
(2.15.1-2.15.7)**

2.15.1	The Extension activities report for 2018-19 session
2.15.2	The Formulation of URAB for the session 2019-20 and approval of the minutes of the meeting of URAB for 2018-19 session. along with details of seed money and other financial support.
2.15.3	To approve the Annual Report of the various Committees regarding monitoring activity of student Grievances and Ragging cases, the Women Cell, the student council, Proctorial Board for the 2018-19 sessions.
2.15.4	To approve the report for 2018-19 containing the minutes of the committee, , various activities conducted for ensuring Code of conduct of students and staff in 2018-19
2.15.5	To submit the Annual Academic Audit Report and its outcome along with ATR.
2.15.6	To approve the Academic Calendar for the 2019-20 session.
2.15.7	To consider and appraise the Research Projects to be applied for Govt/ Non-Govt Fundings.

2.15.1: The Extension activities report for 2018-19 session

The Extension Activities Report was presented to the academic council for the 2018-19 session.

The Academic Council approved the Extension Activities Report for the 2018-19 session. (**Appendix AC 2.31**)

2.15.2: The Formulation of URAB for the Session 2019-20 and Appraisal of the Minutes of the Meeting of URAB for the 2018-19 session, along with details of seed money and other financial support.

The formulation of URAB for the session 2019-20 was presented to the academic council (**Appendix AC 2.32**) and the report of URAB for 2018-19 session was presented (**Appendix AC 2.33**)

The Academic Council appraised the formulation of URAB for 2019-20 session and the report of URAB for 2018-19 session.




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2.15.3: To approve the Annual Report of various Committees regarding the monitoring activity of student Grievances / Ragging cases, Women Cell, Student Council, and Proctorial Board for the 2018-19 sessions.

The report of various committees was presented to the academic council for the 2018-19 session:

- Student Grievances (**Appendix AC 2.34**)
- Anti-Ragging cell (**Appendix AC 2.35**)
- Women's Cell (**Appendix AC 2.36**)
- Proctorial Board (**Appendix AC 2.37**)
- Student council (**Appendix AC 2.38**)

The Academic Council approved the minutes of the above mentioned committees.

2.15.4 To approve the report for 2018-19 containing the minutes of the committee for Code of Conduct and ethics and their various activities conducted for ensuring the code of conduct of students and staff in 2018-19.

The report on the code of conduct for the session 2018-19 was presented to the academic council.

The academic Council approved the minutes of session 2018-19 for the code of conduct. (**Appendix AC 2.39**)

2.15.5 To submit the Annual Academic Audit Report and its outcome along with ATR.

The report of the annual academic audit for the session 2018-19 was presented to the academic council.

The Academic Council approved the report of the annual academic audit for the 2018-19 session. (**Appendix AC 2.40**)

2.15.6 To approve the Academic Calendar for the 2019-20 session.

The academic Calendar for the 2019-20 session, along with a list of activities to be conducted by different departments, was presented to the academic council.

The Academic Council approved the academic calendar for the session 2019-20. (**Appendix AC 2.41**)

2.15.7 To consider and appraise the Research Projects to be applied for Govt/Non-Govt Fundings for the session 2018-19.

The Member secretary presented the list of research projects to be applied for Govt/Non-Govt Fundings for the session 2018-19.

The Academic Council appraised the list of research projects to be applied for Govt/Non-Govt Fundings for the session 2018-19. (**Appendix AC 2.42**)

Item No 2.16: To approve various other policies.

The various policies were presented to the academic council.




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1. Policy Document and Declaration of Results (**Appendix AC 2.43**)
2. Academic Audit Check Policy (**Appendix AC 2.44**)

The Academic Council approved the above stated policies.

Item No. 2.17: To report about New industrial Tie-ups for Industry-Academic Interaction

The Member Secretary presented the New industrial Tie-ups for Industry-Academic Interaction.

The Academic Council approved the New industrial Tie-ups for Industry-Academic Interaction. (**Appendix AC 2.45**)

Item No.2.18:- Any other item with the permission of the Chair.

1. Chancellor, Mr. Ajay Goyal, sought the views of the members of the Academic Council on improving the quality of the students and enhancing their capabilities and employability.

- Members suggested the following steps be taken to enhance the brand image of the university, thereby improving the intake of students.
- Have personalized interaction with the students through Mentor system
- Ensure blended learning
- Ensure proper skilling in the subjects and hands on experience with latest technology in industry
- Special focus on students who are lagging or missing classes.
- Ensure that the Mentors/Faculty are motivated enough to do the assigned task willingly; rather than forcefully

It was also decided to carry out internal deliberation by the Vice Chancellor with the Deans/ Directors to find the Strengths and gaps and then put together a comprehensive plan when the Council next meets.

2. To apprise the members of the Memorandum of Understanding signed.

The members were informed that the following MoUs have been signed by the University for industry input.

- a) Xebia for collaborative program in B.Tech. Hons. in AI and Machine Learning
- b) Quick Heal for the B.Tech. Hons. program in Forensic and Cyber Security
- c) Certiport for certification of Microsoft, HP, Adobe, and Autodesk
- d) ARC Germany for Robotics for B.Tech. Students
- e) ICT Academy for Oracle, Salesforce, AWS, and Amazon Web service
- f) Palo Alto (USA) for training programs in cyber security.




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- g) Tech Mahindra for placement of undergraduate students
- h) Tribhuvan University Nepal for recognition of Quantum University degrees in Nepal
- i) Ashok Leyland for collaborative B.Voc program in Automotive Manufacturing Technology.
- j) Om Logistic for collaborative B. Voc program in Logistics and Supply Chain Management.

Members appreciated the efforts of the University and wished them the best. Members suggested the university strive for more international collaboration.

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