

Quantum University, Roorkee

Review Meeting of IQAC as Per IQAC Policies

IQAC cell of Quantum University conducted a review meeting of IQAC within 2-3 months every year, in which some senior members of the Board of Management are invited. They conducted meetings with all the members of IQAC and HODs/Coordinators as per the agenda decided.

S.No	Date of Review Meetings	Advisor Expert	Agenda	Minutes of Meeting	Circulation Evidence
1.	15 th to 17 th Oct 2018	Prof. A.K. Khare & Prof. K.K. Pandey	Agenda 1	Min of Meeting 1	Evidence 1
2.	16 th to 18 th Dec 2018	Prof. A.K. Khare & Prof. K.K. Pandey	Agenda 2	Min of Meeting 2	Evidence 2
3.	Feb 5, 2019	Dr. A.K. Khare	Agenda 3	Min of Meeting 3	Evidence 3
4.	Feb 9, 2019	Dr.Avadhesh Khare, Dr.Krishna Kumar Pande	Agenda 4	Min of Meeting 4	Evidence 4
5.	11 th to 14 th March 2019	Dr.Avadhesh Khare, Dr.Krishna Kumar Pande	Agenda 5	Min of Meeting 5	Evidence 5
6.	8 th to 10 th April 2019	Dr.Avadhesh Khare, Dr.Krishna Kumar Pande	Agenda 6	Min of Meeting 6	Evidence 6
7.	27 th to 29 th May , 2019	Dr.Avadhesh Khare	Agenda 7	Min of Meeting 7	Evidence 7
8.	24 th to 27 th June 2019	Dr K.K. Pande	Agenda 8	Min of Meeting 8	Evidence 8
9.	October 11, 2019	Dr.Avadhesh Khare	Agenda 9	Minutes of Meeting 9	Evidence 9
10	Feb 6, 2021	Dean IQAC	Agenda 10	Min of Meeting 10	Evidence 10
11	Feb 24, 2021	Dr.Krishna Kumar Pande	Agenda 11	Min of Meeting 11	Evidence 11
12	28 May, 2021	Dr.Avadhesh Khare	Agenda 12	Min of Meeting 12	Evidence 12
13	28 May, 2021	Dr.Avadhesh Khare	Agenda 13	Min of Meeting 13	Evidence 13
14	17 th to 19 th May 2022	Prof. A.K. Khare	Agenda 14	Min of Meeting 14	Evidence 14
15	12/08/2022	Dr.Avadhesh Kumar Khare	Agenda 15	Min of Meeting 15	Evidence 15

Meeting-1

Date of Review: 15th to 17th Oct 2018

Advisor Expert: Prof. A.K. Khare& Prof. K.K. Pandey

Agenda-1

1. Review of Documentation in view of NIRF)
2. Assessment of Internal Evaluation Scheme
3. Performance evaluation of 1st Sessional Exam (Result Analysis)
4. Structure of Sessional 1 & 2 Question Papers
5. Format of End Semester Exam Paper (Review of proposed structure)
6. Examination procedure
7. Steps taken in Examination and Business rules
8. Format of Answer Books for end semester exams
9. Coding procedure for end semester answer books
10. Evaluation Guidelines
11. Declaration of Results and finalization of Transcript
12. Documents & Business Processes need to be evaluated and maintained (Dr. K.K. Pandey&Dr. A.K. Khare)

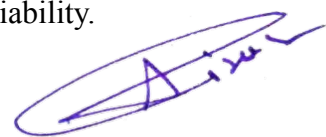
Minutes of Meeting-1

Review of Documentation in view of NIRF:

- Review the documentation required for NIRF compliance.
- Ensure accuracy, completeness, and adherence to NIRF guidelines.
- Discuss any updates or improvements needed.

Assessment of Internal Evaluation Scheme:

- Evaluate the objectives, criteria, and methods of the internal evaluation scheme.
- Discuss feedback mechanisms and ways to enhance validity and reliability.
- Propose improvements for the scheme.



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Performance Evaluation of 1st Sessional Exam (Result Analysis):

- Analyze the results of the 1st sessional exam.
- Review the performance metrics and identify areas of improvement.

Structure of Sessional 1 & 2 Question Papers:

- Discuss the structure and format of the sessional exam question papers.
- Ensure alignment with curriculum objectives and assessment standards.

Format of End Semester Exam Paper (Review of Proposed Structure):

- Review the proposed structure/format for the end-semester exam papers.
- Evaluate if it meets the assessment criteria and student learning outcomes.

Examination Procedure:

- Discuss the step-by-step procedure for conducting examinations.
- Ensure clarity on protocols, guidelines, and security measures.

Steps Taken in Examination and Business Rules:

- Review the established business rules and procedures during examinations.
- Discuss any updates or modifications required for smoother execution.

Format of Answer Books for End Semester Exams:

- Discuss the format and guidelines for the answer booklets used in end-semester exams.
- Ensure clarity and standardization in the answer book format.

Coding Procedure for End Semester Answer Books:

- Outline the coding procedure for end-semester answer booklets.
- Ensure consistency and efficiency in the coding system.

Evaluation Guidelines:

- Review the guidelines for evaluating exam answer scripts.
- Discuss best practices and standards for fair and accurate evaluations.

Declaration of Results and Finalization of Transcript:



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- Discuss the process of result declaration and transcript finalization.
- Ensure accuracy, timeliness, and transparency in the process.

Documents & Business Processes to be Evaluated and Maintained (Dr. K.K. Pandey & Dr. A.K. Khare):

- Discuss specific documents and business processes identified by Dr. K.K. Pandey and Dr. A.K. Khare for evaluation and maintenance.
- Outline steps for their assessment and improvement.

Attendees:

1. Director QSB,
2. Director QST,
3. COE,
4. Vice Chancellor,
5. Class coordinators.
6. R.K. Khare
7. Management Department,
8. Admission Team

Circulation Evidence-1

From: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>

Date: Mon, Oct 8, 2018 at 5:28 PM

Subject: Agenda: Meeting with Khare Sir and Pandey Sir on 15-17th OCT 18

To: ajay goyal <chairman@quantumeducation.in>, shobhit goyal <vc@quantumeducation.in>, AVADHESH KHARE <khareavadesh@gmail.com>, krishna kumar pande <pandekk@gmail.com>

Dear Sirs,

Greeting from quantum University.

I am requesting you to kindly acknowledge the agenda of the forth coming visit of Prof. Khare Sir and Prof. Pandey Sir, scheduled to be held on 15th to 17th Oct 2018.

regards

—

Prof. Vivek Kumar,

Vice Chancellor,



Dehradun-Roorkee Highway, Roorkee, INDIA

Phone +919991881333 (O), +919760071971 (R)

Email: vicechancellor@quantumuniversity.edu.in

Web: www.quantumuniversity.edu.in



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Professor (Dr.) Manish Sharma

Director, Quantum School of Technology

Director, IQAC

Dean, Faculty of Technology

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Meeting-2

Date of Review: 16th -18th December 2018

Advisor Expert: Prof. A.K. Khare & Prof. K.K. Pandey

Agenda-2:

1. Review of Progress made on the various criteria along with metrics calculation on the basis of SSR
2. Review of Learning outcome exercise done by faculty members
3. 4th BOG, 3rd BOM and Academic Council Agenda Points
4. Discussion on R&D Policy and Promotion policy
5. Review on the debarred list of the semester. Internal Examination review, Review on question papers
6. Review on Course file and other teaching learning process Practices & procedure. Implementation of syllabus and teaching material on QLRC
7. Evaluation of Ph.D. Process for JULY 2019 and Dec 2019 Process (Documentation)
8. Review of admission filing system
9. Discussion on accounts and account heads on the basis of NAAC.
10. Review of existing practices in campus like maintenance, cleaning, industrial visits, student workshops, women welfare, Faculty empowerment strategies, financial management and resource mobilization etc incorporating the checkpoints as demanded by NAAC.


Minutes of Meeting-2

Review of Progress based on SSR Criteria and Metrics Calculation:

- Discussion focused on the progress made regarding the different criteria outlined in the SSR (Self-Study Report).
- Metrics calculations were reviewed and discussed in relation to each criterion.
- Actions planned or suggested for areas needing improvement were noted.

Review of Learning Outcome Exercise by Faculty Members:

- Discussion centered on the learning outcome exercises conducted by faculty members.
- Evaluation and feedback mechanisms used for learning outcome assessments were discussed.



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- Recommendations for enhancing the effectiveness of learning outcome assessments were documented.

Agenda Points from 4th BOG, 3rd BOM, and Academic Council Meetings:

- Presentation and discussion of agenda points from recent Board of Governors (BOG), Board of Management (BOM), and Academic Council meetings.
- Key decisions or action items resulting from these meetings were highlighted.

Discussion on R&D and Promotion Policies:

- Detailed discussion on Research and Development (R&D) policies and strategies for promoting research within the institution.
- Review and potential revisions of existing policies were considered.

Review on Debarred List, Internal Examination, and Question Papers:

- Assessment of the debarred list for the semester, internal examination procedures, and the quality of question papers used.
- Recommendations for improvement in examination procedures and question paper setting were noted.

Review on Course Files and Teaching-Learning Practices:


- Examination of course files and teaching-learning practices, including the implementation of syllabi and teaching materials on the Quality Learning and Research Center (QLRC) platform.
- Suggestions for enhancing teaching-learning methodologies were discussed.

Evaluation of Ph.D. Process Documentation for July 2019 and Dec 2019:

- Evaluation of the documentation related to the Ph.D. process for the specified periods.
- Identified strengths and areas needing improvement in the Ph.D. process documentation were recorded.

Review of Admission Filing System:

- Discussion on the existing admission filing system, focusing on its efficiency and accuracy.



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- Suggestions for streamlining and improving the admission filing process were documented.

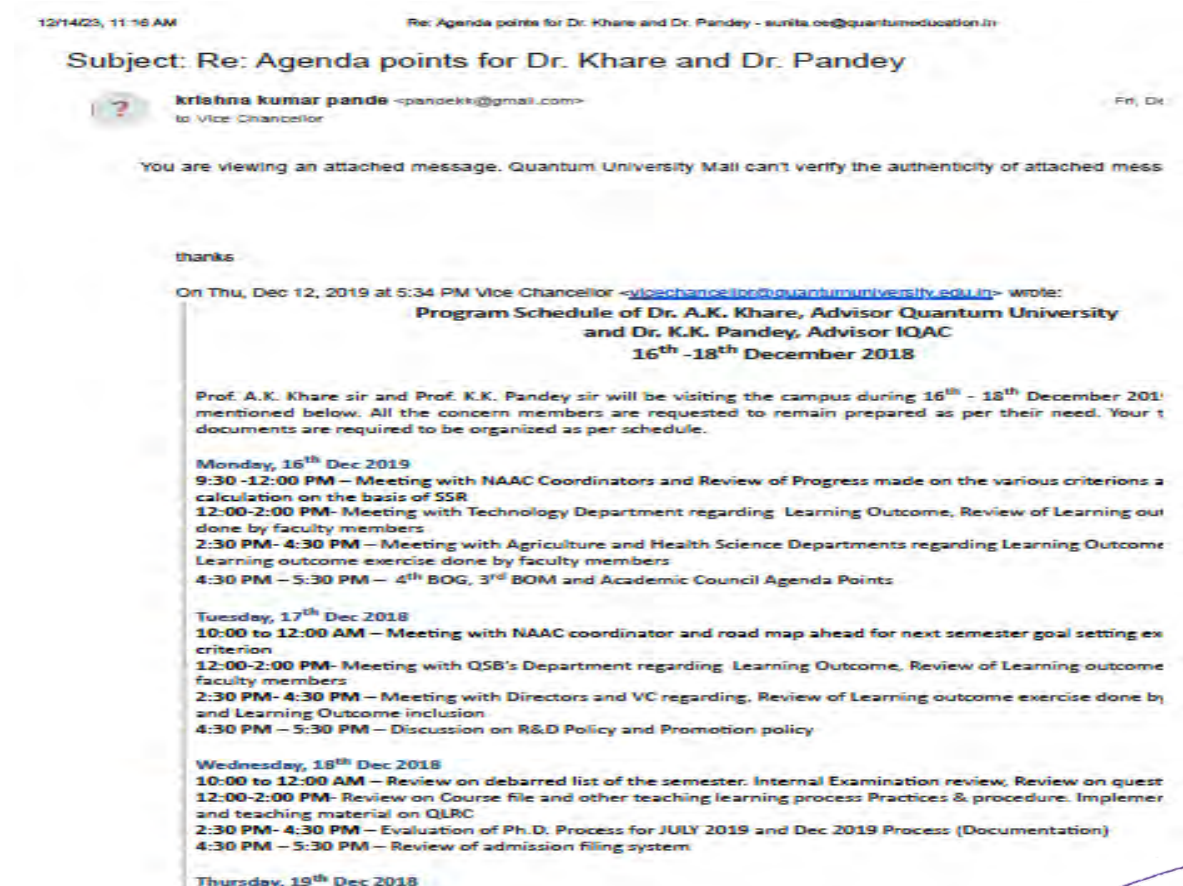
Discussion on Accounts and Account Heads in accordance with NAAC:

- Examination of accounts and account heads aligning with the NAAC requirements and standards.
- Recommendations for aligning the accounting practices with NAAC guidelines were discussed.

Review of Campus Practices:

- Assessment of existing campus practices including maintenance, cleaning, industrial visits, student workshops, women welfare initiatives, faculty empowerment strategies, financial management, and resource mobilization.
- Incorporation of NAAC-demanded checkpoints into these practices for enhancement was discussed.

Circulation Evidence-2




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Meeting-3

Date of Review:Feb 5, 2019

Advisor Expert:Dr.AvadheshKhare

Agenda-3:

1. To discuss and decide on a new format for the question paper of end semester examination since the current format was considered to be lengthy from a student's perspective.

Minutes of Meeting-3

MINUTES OF MEETING

Date: 05 February 2019

Venue: Board Room

Purpose: To discuss and decide on a new format for the question papers of end-semester examination since the current format was considered to be lengthy from a student's perspective.

Following were present:

1. Dr. Vivek Kumar
2. Dr. A.K. Khare
3. Dr. K. K. Pandey
4. Dr. Rohit Kushwaha
5. Dr. Gulshan Chauhan
6. Dr. Naveen Rawat
7. Prof. M. S. Gupta

Hon. Vice-Chancellor
Adviser
Dean - IQAC
Dean – Faculty of Business & Mgmt.
Dean – Faculty of Technology
Academic Coordinator
Controller of Examination

The meeting was chaired by Hon Vice-Chancellor and the following points were discussed and agreed upon:

- a) Dr. Khare complimented the University for generating all question papers for the first end-sem exam through a randomized process from question banks using a computer, for smooth conduction of the exam and evaluation process and for a speedy declaration of results
- b) The question paper format used in the end-sem examination of Dec '18 contained six question which were considered to be on the higher side for a student and a decision was taken to reduce the number to five by incorporating parts of Q1 in the remaining questions
- c) Various formats were discussed and the formats below were finalized. There will be five questions, one each from every unit and the structure will be:
 - i. Parts a & b of each question will be MCQ/Fill in the blanks type, will be compulsory and carry 2 marks each
 - ii. Parts c, d & e will be long answer questions of easy or moderate level, carry 8 marks each and the student will be required to attempt any 2 parts.
 - iii. Thus, each question will carry 20 marks and the total paper will be of 100 marks
 - iv. Exception 1. For B.Tech Engg. Graphics, there will be parts a & b (as in i above) but only parts c & d (ref ii above), each carrying 16 marks and the student will be required to attempt any one part
 - v. Exception 2. Engg. Diploma Drawing-II paper will have four questions. Three as for B.Tech Graphics but fourth will be a lengthy one of 40 marks.
- d) Dr. Kushwaha has suggested a different format for MBA. The paper will have six questions. Five as above and sixth will be a case-study and will be compulsory. Student will attempt any four out of the remaining five questions.



07/02

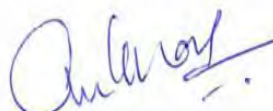


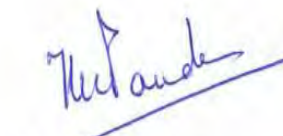
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- e) Dr. Naveen Rawat was advised to instruct all faculty members teaching in the first years to start preparing question banks as per above format
- f) Dr. Khare very kindly agreed to send 50 MCQ questions for the Graphics/Drawing subjects. Syllabi to be provided to him
- g) The question papers for the two sessional exams will continue to be made by faculty members and each exam shall be of 50 marks *as per new format.*
- h) The subject of Scrutiny / Showing of end-sem exam copies to students was also discussed and the following were decided:
 - 1. C.O.E. will display the rule and regulations governing the process, including that for showing the copies to a student, via a suitable notice. The notice will also contain the Grade calculation table
 - 2. The last date of 6 Feb '19, as given by Registrar, shall be extended by a few days, say till the 11th of Feb '19 for receiving the applications
 - 3. The fee for scrutiny, as decided by the Management will be Rs. 100/- per copy and that for showing the copy, Rs. 500/- per copy
 - 4. A suitable application form shall be made available for these services

The meeting ended with thanks to the chair.



Dr. Vivek Kumar *07/02/19*


Dr. A.K. Khare



Dr. K.K. Pandey


Dr. Rohit Kushwaha


Dr. Gulshan Chauhan


Dr. Naveen Rawat


Prof. M.S. Gupta


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Circulation Evidence-3:

From: M.S. Gupta <msgupta.ecs@quantumeducation.in>

Date: Thu, Feb 7, 2019 at 1:15 PM

Subject: MoM 05 Feb '19 Re QP format etc

To: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>, Avadhesh Khare <khareavadhesh@gmail.com>, Krishna Kumar Pande <kpandek@gmail.com>, Rohit Kushwaha <director.qsb@quantumeducation.in>, Gulshan Chauhan <director@quantumeducation.in>, Naveen Rawat <naveen.ash@quantumeducation.in>

Cc: chairman <chairman@quantumeducation.in>, shobhit Goyal <sg@quantumeducation.in>

Gentlemen,

Herewith please find the Minutes of Meeting held on 05 Feb 2019 chaired by Hon. Vice-Chancellor.

With Kind Regards,

M.S Gupta,
Controller of Examinations
Quantum University,
Campus: Village Mandawar (NH-73)
Roorkee-Dehradun Highway,
ROORKEE 247662
INDIA

--
Prof. Vivek Kumar
Vice Chancellor

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Professor (Dr.) Manish Sharma
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Meeting-4

Date of Review:Feb 9, 2019

Advisor Expert:Dr.Avadhesh Khare, Dr.Krishna Kumar Pande

Agenda-4:

1. One to one interaction with the Criteria in charge on the progress , gaps and clarifications where needed
2. An hour of live presentation of the way the NAAC Peer team visits and interacts with the colleges and various stakeholders.
3. Closing of Mandate 1-3 of which proposed to the Vice Chancellor to implement Mandate 1 and 2 for implementation.
4. Checking of the Course Files
5. Visits to classroom to evaluate the teaching in progress
6. Visit to Labs to evaluate the conduct of experiments.

Minutes of Meeting-4:

The following is the report for further action.

1. One to one interaction with the Criteria in charge on the progress , gaps and clarifications where needed

The faculty in charge of the criteria slowly understanding the criteria and the action that needs to be taken. Documentation for the same is being understood and the importance of not creating a new system altogether is also being understood.

Two important actions that need to be done are to start identifying faculty for Research so that some effort is made and create their Google Scholar pages. Dr Robin will be coordinating ensuring the same is done during February 2019.

2. An hour of live presentation of the way the NAAC Peer team visits and interacts with the colleges and various stake holders.

The faculty that were free attended the session and could connect to the live realisation of a Peer team visit and the importance of all stake holders being part of the preparation.

3. Closing of Mandate 1-3 of which proposed to Vice Chancellor to implement Mandate 1 and 2 for implementation.



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Two mandates which are already under implementation were documented based on the available template with the Vice Chancellor which was customised for the University. This will help have a documented mandate for different mandates that the University is to follow thus helping faculty have a more clear idea of the same. This needs to be closed by the Vice Chancellor and then circulated for implementation.

4. Checking of the Course Files

Course files as prepared by the faculty were checked in details. Some files were also checked by Prof. A Khare. Though a good beginning has been made, but the following are the findings which were shared with the Vice Chancellor also.

- Uniform format has not been followed by the faculty across the colleges/ departments.
- The course files have not been checked by any authority in the system except for one file which also had spelling errors.
- Books referred in the teaching plans are not recommended in syllabus.
- Books being referred are not available in the Library.
- Books not referred by faculty in Computer Science.
- Reference to self notes – Suggest with it book reference is important for students to have a reference.
- No of lectures as defined in syllabus and course file in some cases is at variation. Example CS-3201 Syllabus 24 Vrs course file 41 lectures
- Example CA 3203 Unit Functions Syllabus 12 Vrs teaching plan 18

Matter was discussed with VC who accepted that a uniform format had not been given to all for the same. It was decided that the same would be done soon.

Suggested action:

- We need to standardise our format what we are thing we can follow. The faculty hand book had been provided for ready reference which can be deliberated with core team. In the format the lecture plan with reference was not taken as it had not found favour but will suggest that it is a good practice.
- The discussed mandate template 1 & 2 will also help in this direction.
- A printed register will help in standardisation and documentation of the same with time.
- It is important to have Uniformity on template, assignments and tutorials. Also uniformity of fonts and documentation will help if we are not preparing a register.

5 Visits to classroom to evaluate the teaching in progress



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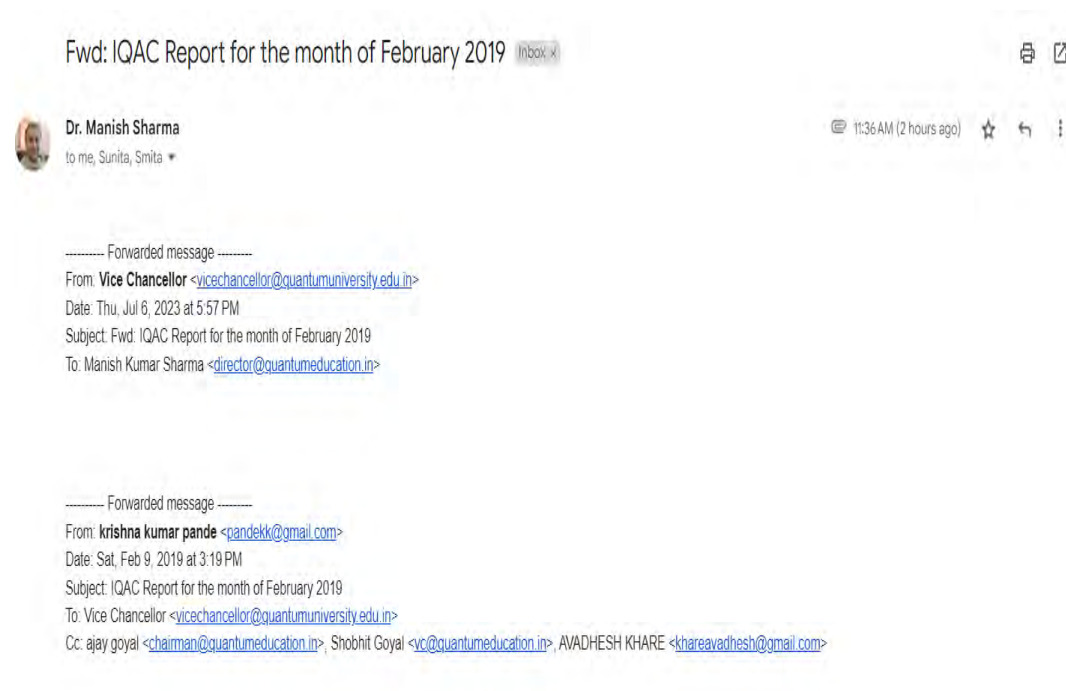
Class were evaluated with the Dean Technology while one class was also evaluated by Prof Khare.

It is appreciated that the classes which were attended were being handled well by the faculty. Faculty were not using notes or books for teaching, had proper subject knowledge and had prepared well for the class. There was some interaction with the class and students were responding to the points.

The following classes were attended:

- | | |
|--|-------------|
| 1. BCA II Semester – Faculty Mr AlokNegi. | Students 36 |
| 2. Diploma II Semester– Faculty Ms Rakhi | |
| 3. B Tech II Semester – Faculty Ms Neta Sharma | Students 39 |
| 4. B Tech II Semester – Faculty Mr Vipin | Students 46 |

Circulation Evidence-4:




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Director Internal Quality Assurance Cell

Excellence is always a plus over what is commonly achievable

God, give us **grace** to accept with **serenity** the things that cannot be changed, **courage** to change the things which should be changed and the **wisdom** to distinguish the one from the other. .

Do not correct a fool, or he will hate you, Correct a wise man, and he will appreciate you

I am responsible for what I spoke, but not for what you understood.

MANTRAS FOR SUCCESS

4 D: DEDICATION, DETERMINATION, DYNAMISM, DECISIVENESS,

8 P: PASSION , PEOPLE SKILLS, PRODUCT, POSITIVE THINKING, PATIENCE, PAYING BACK TO SOCIETY, PERSEVERENCE, PRAYER.

--

Prof. Vivek Kumar

Vice Chancellor

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Meeting-5

Date of Review: 11 TO 14 March 2019

Advisor Expert: Prof. A.K. Khare sir and Prof. K.K. Pandey

Agenda-5:

1. To discuss the issue of Labs and practical training to students.
2. Review of the points in the audit report of last month.
3. Discuss the various mandates that can be implemented with time frame
4. SOP for faculty handbook and course file
5. Audit of teaching and labs (which can be done on last day)

Minutes of Meeting-5:

The following is the report for further action.

Discussion on Labs and Practical Training for Students:

- Deliberation on issues and improvements related to labs and practical training.
- Identification of challenges faced by students and faculty in lab sessions.
- Brainstorming possible solutions and enhancement strategies.

Review of Last Month's Audit Report Points:

- Detailed review of the audit report points from the previous month.
- Assessment of actions taken or progress made on the highlighted audit issues.
- Identification of pending actions and responsible parties.

Discussion on Implementing Various Mandates with Timeframes:

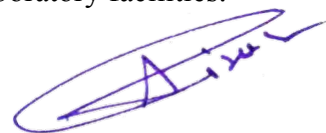
- Identification and discussion of mandates or directives to be implemented.
- Setting realistic timeframes for the implementation of these mandates.
- Assigning responsibilities and establishing a plan of action.

Standard Operating Procedures (SOP) for Faculty Handbook and Course File:

- Development and review of SOPs for the faculty handbook and course file.
- Discussions on the content, structure, and guidelines for these documents.
- Finalizing the SOPs for distribution and implementation.

Audit of Teaching and Labs (to be conducted on the last day):

- Discussion on the planned audit of teaching methods and laboratory facilities.
- Outlining the audit criteria, parameters, and methodologies.



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- Assigning responsibilities for conducting the audit on the designated date.

Circulation Evidence-5:

From: krishna kumar pande <pandekk@gmail.com>
Date: Wed, Mar 6, 2019 at 9:18 PM
Subject: Program and agenda
To: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>

My travel program is as follows:

Arrival on March 10 Haridwar around 145 pm (will inform exact train time)

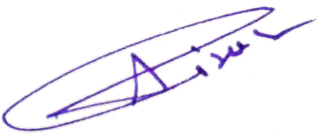
Departure March 14 (11 pm from Dehradun) This could be by some evening train if there is meeting in Moradabad the next day.

Agenda:

1. To discuss the issue of Labs and practical training to students.
2. Review of the points in the audit report of last month.
3. Discuss the various manadates that can be implemented with time frame
4. SOP for faculty handbook and course file
5. Audit of teaching and labs (which can be done on last day)

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Prof. Krishna Kumar Pande



Registrar
Quantum University

----- Forwarded message -----

From: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>

Date: Fri, Mar 8, 2019 at 6:45 PM

Subject: Agenda of Dr. Khare Sir and Dr. Pande sir's visit to quantum University on 11th -14th March'19

To: coordinators <coordinators@quantumeducation.in>, Coordinators QSB <coordinators.qsb@quantumeducation.in>, Dr. Robin - <robin.asc@quantumeducation.in>, Gulshan Chauhan <director@quantumeducation.in>, M. S. Gupta <msgupta.ecs@quantumeducation.in>, Naveen Rawat <naveen.ash@quantumeducation.in>, Pradeep Joshi <pradeep.joshi@quantumeducation.in>, Rohit Kushwaha <quantumeducation.in>

Cc: ajay goyal <chairman@quantumeducation.in>, shobhit goyal <vc@quantumeducation.in>, AVADHESH KHAR <khareavadhesh@gmail.com>, krishna kumar pande <pandekk@gmail.com>

Dear Department Coordinator and Deans of Schools

Our seniors Dr. Pande and Dr. Khare Sir are reaching to the University on 11th and will stay till 14th March'19. The establishing systems and procedures in our university. NAAC is only one outcome but quality is important. A schedule of their visit is forwarded to you for your information and action, please.

Regards

Prof. Vivek Kumar,

Vice Chancellor,



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Email: vicechancellor@quantumuniversity.edu.in

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Vice Chancellor

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Meeting-6

Date of Review: 8 to 10 April

Advisor Expert: Prof. A.K. Khare sir and Prof. K.K. Pandey

Agenda-6

- Analysis of First Sessional Exam results.
- Review of First Sessional Question Papers
- Analysis of Student attendance for the current semester from start till 31 March
- 2019. Identification of areas of concern and corrective actions.
- Discussion on Absenteeism in First Sessional Exams. Preventive actions required to be taken.
- Decision on BVoc Results
- Evaluation of Q-Banks for ESE
- Final decision on Summer Semester and lay down procedure for Back-Paper Exams.
- Formulate Ph.D. Ordinance including Formats
- Review of BOS & BOF Documentation for UGC visit
- Review of BOS, BOM & Academic Council Documentation for UGC visit

Minutes of Meeting-6:

Date: 12 April 2019

Venue: Board Room

Following were present

1. Vice Chancellor
2. Prof. R.K. Khare
3. Prof. K.K. Pandey
4. Director QSB
5. Director QST
6. COE
7. Departmental HOD's
8. Class coordinators

The meeting was chaired by Honourable Vice Chancellor Sir and following points were discussed.

1. The results of the first sessional exams were presented by Departmental HOD's, Discussed overall performance, identifying high and low-performing subjects. And noted any recurring issues in student performance.



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- HOD's to circulate a detailed analysis report to Director and Identify specific areas for academic support or enrichment.
2. HOD's presented an evaluation of the first sessional question papers. Discussed the clarity and relevance of questions. Establish strategies to ensure consistent exam paper quality.
 3. HOD's presented attendance data until May 26 for the current semester. Identified patterns and concerns related to attendance. Discuss options for communication and intervention with students.
 4. Brainstormed preventive measures, such as awareness campaigns or policy adjustments. Discussed the role of faculty and administration in minimizing absenteeism.
 5. HOD of ME and Management presented the criteria for evaluating BVoc results. Considered exceptional cases or appeals. Decided on the final release of BVoc results. Communication plan for results to be drafted and approved by Addressed any queries or concerns from BVoc students.
 6. COE led the evaluation of the relevance and effectiveness of current question banks. Considered feedback from faculty and students on question bank usability. Class Coordinators to propose updates or modifications to enhance the quality of question banks. Discussed ways to ensure continuous improvement in question bank development.
 7. Explored the feasibility of a summer semester, considering faculty and student availability.
 - Reviewed potential impacts on academic schedules and resources.
 - Procedures for the summer semester and Back-Paper Exams to be outlined and communicated.
 8. Discussed and formulated the Ph.D. ordinance and required formats. Departmental HOD's led the discussion., Draft ordinance and formats to be circulated for approval
 9. Prof. R.K. Khare and Prof. K.K. Pandey examined documentation for the Board of Studies (BOS) and Board of Faculty (BOF). Ensured compliance with UGC requirements for the upcoming visit. Corrections and improvements to be made by them
 10. Prof. R.K. Khare and Prof. K.K. Pandey examined documentation for the Board of Studies (BOS), Board of Management (BOM), and Academic Council. Ensured compliance with UGC requirements for the upcoming visit. Corrections and improvements to be made.



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Quantum University

Circulation Evidence-6:

Subject: Agenda of visit of Dr. Khare Sir and Dr. Pandey sir in 8-10th April 2019



Vice Chancellor <vicechancellor@quantumuniversity.edu.in>

Sat, Apr 6, 2019, 4:20 PM

to ajay goyal, shobhit goyal, M.S. Gupta, Gulshan Chauhan, Rohit Kushwaha, Naveen Rawat, Dr. Robin -, Alok Prasad, Pradeep Joshi, krishna kumar pande, AVADHE ▾

You are viewing an attached message. Quantum University Mail can't verify the authenticity of attached messages.



Dear Dr Naveen and COE sir,

Forwarded for your kind information, Please prepare the documents as discussed in meeting.

Regards

Prof. Vivek Kumar,

Vice Chancellor,



Dehradun-Roorkee Highway, Roorkee, INDIA

Phone +919991881333 (O), +919760071971 (R)

Email: vicechancellor@quantumuniversity.edu.in

Web: www.quantumuniversity.edu.in

One attachment • Scanned by Gmail ⓘ




Registrar
Quantum University

Meeting-7

Date of Review: May 27 to 29, 2019

Advisor Expert: Prof. A.K. Khare sir and Prof. K.K. Pandey

Agenda-7:

1. A review of the first year of academics as Quantum University - An assessment Vrs Quantum Institute. Old faculty should draw out a SWOT analysis with internal deliberation and presentation on the same.
 2. A day be fixed for detail deliberation on Vocational Skills and how to take it forward. I will present my road map which can be thoroughly deliberated when Prof Khare is also present to make a 5 year plan for Quantum.
 3. Deliberation on NIRF and how to position our self in the next 3 years to be in top 200 ranked Universities in the country.
 4. Review on Research & PhD.
 - 5 Planning for next academic session - Classes, Labs, Books , Hostels, Student issues etc,.
- Any other point with permission of the chair.

Minutes of Meeting-7:

Date: 30 May 2019

Venue: Board Room

Following were present

11. Vice Chancellor
12. Prof. R.K. Khare
13. Prof. K.K. Pandey
14. Director QSB,
15. Director QST,
16. COE,
17. Departmental HOD's
18. Class coordinators.

The meeting was chaired by Honourable Vice Chancellor Sir and following points were discussed.



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1. The meeting commenced with a comprehensive review of the first year as Quantum University, comparing it to the previous status as Quantum Institute. Old faculty members presented a SWOT analysis, highlighting internal strengths, weaknesses, opportunities, and threats.


Open floor discussion allowed for further insights and suggestions.

2. A dedicated day was proposed for detailed deliberation on vocational skills and its forward trajectory. The chair, along with Prof. Khare, will present a road map for vocational skills, which will be thoroughly discussed to formulate a 5-year plan for the University
3. Deliberation on the positioning of Quantum University in the National Institutional Ranking Framework (NIRF) for the next three years. Strategies were discussed on how to enhance our ranking and move towards being among the top 200 universities in the country.

Action items were assigned to faculty members for specific contributions to this goal.

4. A comprehensive review of the current status of research and PhD programs. Identified areas of improvement and discussed initiatives to enhance the quality and quantity of research output.
5. Faculty members provided updates on their respective departments, and potential challenges were addressed. Action items were assigned to ensure smooth execution. Detailed planning for the upcoming academic session, covering
6. Additional points were solicited, and with the chair's permission, relevant matters were discussed.

The meeting concluded with a vote of thanks to all attendees for their valuable contributions and commitment to the continuous improvement of the University.



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Circulation Evidence-7:

From: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
Date: Sat, May 25, 2019 at 7:23 PM
Subject: Agenda of visit of Dr. Khare Sir and Dr. Pande Sir
To: ajay goyal <chairman@quantumeducation.in>, shobhit goyal <vc@quantumeducation.in>, Gulshan Chauhan <director@quantumeducation.in>, Pushpender Singh <pushpender.singh@quantumeducation.in>, M.S. Gupta <msgupta.ec@quantumeducation.in>, Naveen Rawat <naveen.ash@quantumeducation.in>, coordinators <coordinators@quantumeducation.in>, Coordinators QSB <coordinators.qsb@quantumeducation.in>
Cc: krishna kumar pande <pandekkk@gmail.com>, Quantum University <dean.iqac@quantumuniversity.edu.in>, AVADHESH KHARE <khareavadesh@gmail.com>

Dear All
Please find the agenda of Dr. Khare and Dr. Pande's visit to campus on 27th -29th 2019. I hope that you will make the documents ready and be present as and when mentioned in the agenda.
Regards and Good Wishes,

--
Prof. Vivek Kumar,
Vice Chancellor,



Dehradun-Roorkee Highway, Roorkee, INDIA
Phone +919991881333 (C), +919760071971 (R)
Email: vicechancellor@quantumuniversity.edu.in
Web: www.quantumuniversity.edu.in

From: Quantum University <dean.iqac@quantumuniversity.edu.in>
Date: Mon, May 20, 2019 at 5:12 PM
Subject: Visit from May 27-31
To: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
Cc: Shobhit Goyal <vc@quantumeducation.in>, ajay goyal <chairman@quantumeducation.in>, AVADHESH KHARE <khareavadesh@gmail.com>, Gulshan Chauhan <director@quantumeducation.in>

During the coming visit the following be the agenda in addition to the points sent by Prof Khare

1. A review of the first year of academics as Quantum University - An assessment Vrs Quantum Institute. Old faculty should draw out a SWOT analysis with internal deliberation and presentation on the same.
2. A day be fixed for detail deliberation on Vocational Skills and how to take it forward. I will present my road map which can be thoroughly deliberated when Prof Khare is also present to make a 5 year plan for Quantum.
3. Deliberation on NIRF and how to position our self in the next 3 years to be in top 200 ranked Universities in the country.
4. Research & PhD.
- 5 Planning for next academic session - Classes, Labs, Books , Hostels, Student issues etc..

Any other point with permission of the chair.

warm regards

--
Dean (IQAC)
Quantum University

--
Prof. Vivek Kumar
Vice Chancellor

Quantum University
Campus: 22 Milestone, Roorkee - Dehradun Highway (NH 73)
Roorkee - 247662
Uttarakhand.


Registrar
Quantum University

Meeting-8

Date of Review: 24 to 27 June 27 2019

Advisor Expert: Prof. K.K. Pandey

Agenda-8:

1. Even Semester Result Declaration
2. AC, BOM and BOG meetings
3. University Inspection, Specially Filing System
4. Semester Planning

Minutes of Meeting-8:

A meeting chaired by Dr K.K. Pande, was held during the forenoon of June 27 2019 in the Board Room, Quantum University. Following members were present:

- 1) Dr. K. K. Pande (Dean, IQAC)
- 2) Dr. Gulshan Chauhan (Dean Faculty of Technology, Quantum University)
- 3) Dr. Naveen Rawat (Associate Professor and Academic Coordinator, Quantum University)
- 4) Dr. Amit Dixit (Professor and Dean Research, Quantum University)
- 5) Coordinators-QSB
- 6) Coordinators-QST


The meeting focused on review of systems and processes in place Quantum University and filing work in various departments. The following recommendations were arrived at the conclusion of the meeting:

1. All processes in place in the University are to be strictly followed and documented starting the Academic Session 2019-20, without any reasons for non-compliance.
2. Where ever approvals from the University authorities do not exist the prior approval of the Vice Chancellor in writing shall be obtained and the same will be placed before in the Universities in the next meeting. A copy of all such approvals will be sent to the Registrar for records.
3. The Vice Chancellor will grant written approval of all MOU/commitments with external agencies.



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4. All signed documentation going outside university need to be signed by the Registrar after due written approval of the Vice Chancellor
5. Proper internal noting sheets for approval process has to be ensured with proper record keeping
6. Departments should conduct internal meetings to review progress every month and maintain proper minutes of the meeting. It was decided that the minutes will be maintained in the register system and the required Annexures of the meeting will be kept separately and filed with date of minutes of easy tracking.
7. All processes such as load calculation for semester, skill matrix for course distribution, time table for academics, lab registers, stock registers, billing file, maintenance AMC reports should be properly documented.
8. Problems in the QUMS attendance system was discussed, as it is a long process for students to get his/her attendance entered if deputed for some activity. All agreed to include option for sanctioned leave for students along with absent and Present criteria, to smoothen the process for students as also faculty. QUMS should send alerts to parents, mentor, coordinator, HOD, Dean and Vice Chancellor at various levels. This will help in reducing the debar cases and proper monitoring.
9. Similarly alerts for hostel, students biometric pass system, should be created for having a student friendly environment
10. Coordinators and Faculty raised the issues of data entry in ERP with data being washed off, at times and the output not being made available to the faculty for analysis. It was discussed and decided that there should be output formats which are available to faculty, HOD, Deans for analysis of internal marks, progress of students etc for better monitoring and analysis.
11. Members suggested that the leave approval system and arrangement system on QUMS needs to be improved. It was decided to have the ERP team look into the matter.
12. Members were of the view that the results should also be made available to the faculty through ERP enabling them analyze the results and take corrective action.



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Circulation Evidence-8:

Subject: Re: Visit of Dr. Khare and Dr. Pande sir in campus on 24th to 27th June 2019



krishna kumar pande <pandekk@gmail.com>

to Vice Chancellor, AVADHESH KHARE, ajay goyal, shobhit goyal, coordinators, Coordinators QSB, M.S. Gupta, Gulshan Chauhan, Naveen Rawat, R.K. Khare, Dr. Rahul Sharma, Amit Dixit

You are viewing an attached message. Quantum University Mail can't verify the authenticity of attached messages.

Thanks
noted
Also the filing for B Voc approval

On Fri, Jun 21, 2019 at 6:33 PM Vice Chancellor <vicechancellor@quantumuniversity.edu.in> wrote:

Dear Sir

Please note that Dr. Khare Sir and Dr. Pande Sir will be visiting the campus on 24th to 27th June 2019. Dr. Khare and Dr. Pande would like to see our preparation for forth coming events mainly as follows

1. Even Semester Result Declaration
2. AC, BOM and BOG meetings
3. University Inspection, Specially Filing System
4. Semester Planning

All the officials are requested to complete the task which they have assigned to us during their last visit and report to them as the following schedule

--

Prof. Vivek Kumar,
Vice Chancellor,



Dehradun-Roorkee Highway, Roorkee, INDIA
Phone +919991881333 (O), +919760071971 (R)
Email: vicechancellor@quantumuniversity.edu.in
Web: www.quantumuniversity.edu.in

--

Prof. Krishna Kumar Pande


Registrar
Quantum University

From: krishna kumar pande <pandekk@gmail.com>

Date: Thu, Jul 4, 2019 at 6:59 PM

Subject: Report for visit during June 2019

To: ajay goyal <chairman@quantumeducation.in>, Shobhit Goyal <vc@quantumeducation.in>, Vice Chancellor <vicechancellor@quantumuniversity.edu.in>, AVADHESH KHARE <khareavadhesh@gmail.com>, Dr. Gulshan Chauhan <director@quantumeducation.in>

The report for the visit during June 2019 is enclosed for ready reference which is self explanatory. It is requested that serious efforts need to be carried out to ensure that all systems are being followed and documented. It has been observed that though the systems are followed in many cases the documentation was missing, which is equally important as at the end only document speaks.

A meeting was also held to once again sensitize all about needs of documentation, availability of the records immediately on need is essential. It was also informed to all that from 2019-20 session the University should have a Zero defect policy for all documentation. Concerned should ensure proper documentation and approvals of competent authority where needed.

Please find enclosed the following

1. Report for the points discussed during the visit and ATR of last visit.
2. Minutes of the meeting with members of the senior team - One point missing is that Tutorial needs emphasized in subjects where numerical are part of syllabus.
3. List of suggested policies - Please have the list on priority as per your internal decision
4. List of suggested processes - Please have the list on priority as per your internal decision

In addition all Rules and Regulations as per first statutes and all approved in the statutory meeting need to be properly documented which were not available.

The next visit is from July 12 to July 17.

While July 12 & 13 will be busy with the statutory meetings

July 14 would be dedicated to see full readiness for the first PhD examination along with the question paper etc.

July 15 & 16 would be to check all documentation as per the May and June visits. **Request 100% readiness**

July 17 for any point that needs attention



Registrar
Quantum University

www.quantumuniversity.edu.in



Professor (Dr.) Manish Sharma

Director, Quantum School of Technology

Director, IQAC

Dean, Faculty of Technology

Quantum University

Campus: 22 Milestone, Roorkee - Dehradun Highway (NH 73)

Roorkee - 247662

Uttarakhand.

Mobile No- 7060403255 (O), 9950696855 (P)

www.quantumuniversity.edu.in

4 Attachments • Scanned by Gmail




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Meeting-9:

Date of Review: October 11, 2019

Advisor Expert: Dr. Avadhesh Khare

Agenda-9:

The following shall be the agenda for details deliberations and setting the tone for the next three quarters of 2019-20 with a serious attitude towards Quality Assurance.

- 1 All Criteria in-charge will have been well versed with their criteria requirement and formed their teams with colleges and collected the data.
2. The SSR report will be prepared and presented
 - 2a. Vice Chancellor will present the report from Part 1 to 3 (copy enclosed once again)
 - 2b Part 4 the criteria heads will present their report in criteria wise and will also give a score card at the end of the presentation for the marks given as per the NAAC guidelines
3. The Vice Chancellor will present the SWOT analysis of the University based on the criteria reports presented. Gaps and facilities needs for accelerating the compliance criteria wise.
4. Vice Chancellor will present the five year action plan with detail plan for the next three quarters in areas where action is possible.

Minutes of Meeting-9:

1) Review of Criteria Requirements:

Each Criteria In-Charge presented their understanding and familiarity with their respective criteria requirements. It was noted that all Criteria In-Charges are well-versed with the requirements and prepared to proceed accordingly.

Formation of Teams:

The Criteria In-Charges confirmed that they have assembled their teams with colleagues who are aligned with the criteria and objectives. Each team has been formed considering expertise and skill sets relevant to the criteria requirements.

Data Collection Update:



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Substantial progress has been made in data collection. Each Criteria In-Charge reported on the status of data collection efforts.

Action Items:

Criteria In-Charges to continue overseeing data collection efforts and ensure all relevant information is being gathered according to the criteria.

2) Preparation of SSR for NAAC:

Recognizing the importance of the SSR for NAAC accreditation, the team emphasized the need for comprehensive documentation and adherence to NAAC guidelines.

IQAC Director will lead the compilation and preparation of the SSR, ensuring all requisite data and information are included.

Presentation Strategy:

The presentation strategy will align with NAAC's evaluation criteria. Emphasis will be placed on to effectively highlight the institution's strengths and areas of improvement.

The presentation aims to showcase achievements, objectives, and future plans in alignment with NAAC standards.

Timelines and Division of Tasks:

IQAC Director is responsible for organizing timelines and overseeing the integration of essential components into the SSR. Feedback sessions will follow to refine and enhance the report.

3) Presentation of SWOT Analysis:

The Vice Chancellor presented the SWOT analysis of the University based on the criteria reports presented by respective teams. The analysis highlighted the institution's Strengths, Weaknesses, Opportunities, and Threats concerning the compliance criteria.

Identification of Gaps and Facilities Needs:

Following the SWOT analysis, a comprehensive discussion ensued to identify gaps and facilities required to accelerate compliance criteria-wise. Each criterion was analyzed individually to pinpoint specific needs and areas that require improvement.

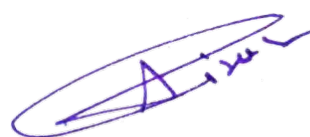
Accelerating Criteria Compliance:

Strategies were discussed to address identified gaps and facilities needs. A consensus was reached to prioritize actions based on urgency and impact on meeting compliance criteria.

4) Presentation of the Five-Year Action Plan:

The Vice Chancellor presented the comprehensive five-year action plan outlining strategic initiatives and objectives for the University. The plan encompassed key areas of development, growth, and enhancement aligned with the institution's vision.

Detailed Plan for the Next Three Quarters:



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Within the five-year plan, a detailed breakdown for the next three quarters was provided. This breakdown highlighted specific actions, projects, and milestones set to be achieved in each quarter.

Emphasis was placed on areas where immediate action is possible, ensuring alignment with the broader strategic objectives.

Identifying Actionable Areas:

Stakeholders engaged in discussions to identify actionable areas within the plan. Priority was given to initiatives that align with the institution's goals and can be implemented effectively within the designated time frame.

Circulation Evidence-9:

----- Forwarded message -----

From: **Quantum University** <dean.iqac@quantumuniversity.edu.in>

Date: Mon, Sep 23, 2019 at 10:20 AM

Subject: Agenda IQAC meeting October 11, 2019

To: Quantum IQAC <iqac@quantumuniversity.edu.in>, Vice Chancellor <vicechancellor@quantumuniversity.edu.in>

Cc: AVADHESH KHARE <khareavadhesh@gmail.com>, ajay goyal <chairman@quantumeducation.in>, Shobhit Goyal <vc@quantumeducation.in>

With reference to the deliberations held during the visit this month and the interactions in details on the needs of focusing on the NAAC criteria the following was agreed and needs implementation

The formats were discussed in details and a self commitment format was also deliberated in details by Prof Khare. (sent vide mail dated Sept 13)

The following shall be the agenda for details deliberations and setting the tone for the next three quarters of 2019-20 with a serious attitude towards Quality Assurance.

- 1 All Criteria incharge will have been well versed with their criteria requirement and formed their teams with colleges and collected the data.
2. The SSR report will be prepared and presented
- 2a. Vice Chancellor will present the report from Part 1 to 3 (copy enclosed once again)
- 2b Part 4 the criteria heads will present their report in criteria wise and will also give a score card at the end of the presentation for the marks given as per the NAAC guidelines
3. The Vice Chancellor will present the SWOT analysis of the University based on the criteria reports presented. Gaps and facilities needs for accelerating the compliance criteria wise.
4. Vice Chancellor will present the five year action plan with detail plan for the next three quarters in areas where action is possible.

--
Dean (IQAC)
Quantum University

--
[Prof. Vivek Kumar](#)
Vice Chancellor



Registrar
Quantum University

Meeting-10:

Circulation Evidence:

Date of Review: Feb 6, 2021

Advisor Expert: Dean IQAC

Agenda-10:

- Status of the published papers faculty wise with supporting soft copy
- All policies documented as per the deliberations in the last meeting complete in a folder as hard copy
- Documentation of all PhD files as per sample file prepared last time and check list submitted
- Random check on admission file
- Convocation Planning and Review of preparedness
- Course files form Departments as per
- Status of each point v/s targets set in the last meeting (11/02/2021)
- Agenda Finalization of BOM, AC and BOG
- Setting of next visit targets.

Minutes of Meeting-10:

1. **Status of Published Papers Faculty-wise with Supporting Soft Copy:**
 - o Faculty members presented the status of their published papers.
 - o Soft copies were submitted for documentation purposes.
 - o Emphasized the importance of regularly updating the publication records.
2. **All Policies Documented as per the Deliberations in the Last Meeting Complete in a Folder as Hard Copy:**
 - o Discussed the progress on documenting policies discussed in the previous meeting.
 - o Ensured all policies were compiled in a designated folder in hard copy.
 - o Emphasized the need for accessibility to all faculty members.
3. **Documentation of All PhD Files as per Sample File Prepared Last Time and Checklist Submitted:**
 - o Reviewed the sample file for PhD documentation presented in the last meeting.
 - o Checked and confirmed the completeness of PhD files based on the provided checklist.
 - o Emphasized accuracy and uniformity in maintaining PhD records.
4. **Random Check on Admission Files:**
 - o Conducted random checks on admission files.
 - o Ensured adherence to admission criteria and completeness of documentation.
 - o Identified areas for improvement in the documentation process.
5. **Convocation Planning and Review of Preparedness:**
 - o Discussed the progress in planning for the upcoming convocation.



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- o Reviewed the preparedness checklist and made necessary adjustments.
 - o Assigned responsibilities for the smooth execution of the convocation ceremony.
- 6. Course Files from Departments:**
- o Collected and reviewed course files from respective departments.
 - o Ensured that all required documents and curriculum details were up to date.
 - o Addressed any discrepancies or missing information.
- 7. Status of Each Point vs. Targets Set in the Last Meeting (11/02/2021):**
- o Presented a status update on each point discussed in the previous meeting.
 - o Discussed achievements, challenges, and devised strategies for meeting outstanding targets.
- 8. Agenda Finalization of BOM, AC, and BOG:**
- o Discussed items to be included in the agendas for upcoming Board of Management (BOM), Academic Council (AC), and Board of Governors (BOG) meetings.
 - o Ensured key topics and reports were included for comprehensive discussions.
- 9. Setting of Next Visit Targets:**
- o Discussed and set targets for the next visit.
 - o Identified areas for improvement and key focus points.
 - o Assigned responsibilities for meeting the set targets.

Circulation Evidence-10:

From: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
Date: Thu, Jul 6, 2023 at 5:44 PM
Subject: Fwd: Visit of Dean IQAC
To: Manish Kumar Sharma <director@quantumeducation.in>


----- Forwarded message -----

From: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
Date: Sat, Feb 6, 2021 at 5:18 PM
Subject: Visit of Dean IQAC
To: Gulshan Chauhan <director@quantumeducation.in>, Coordinators QSB <coordinators.qsb@quantumeducation.in>, coordinators <coordinators@quantumeducation.in>, Controller of Examinations <coe@quantumuniversity.edu.in>
Cc: shobhit goyal <vo@quantumeducation.in>, krishna kumar pande <pandek@gmail.com>

Dear All,

Please note the following and prepare accordingly

Agenda	Key Responsibility Person
Status of the published papers faculty wise with supporting soft copy.- Dean Academic	Dr. Gulshan Chauhan
All policies documented as per the deliberations in the last meeting complete in a folder as hard copy - Dr. Vivek Kumar	Dr. Vivek Kumar on behalf of Registrar
Documentation of all PhD files as per sample file prepared last time and check list submitted	Dr. Amit Dixit
Random check on admission file -	Registrar Office
Convocation Planning and Review of preparedness	Dr. Gulshan Chauhan
Course files form Departments as per	Department Coordinators
Status of each point v/s targets set in the last meeting (11/02/2021)	Dr. Vivek Kumar & Dr. Gulshan Chauhan


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Meeting-11:

Date of Review: Feb 24, 2021

Advisor Expert: Dr. Krishna Kumar Pande

Agenda-11:

To ascertain the improvement on all fronts to help a better rating for NAAC when the University applies on reaching the eligibility criteria and plan for the first Convocation.

Minutes of Meeting-11:

Day 1 was spent on the planning for the first Convocation planned for March 6, 2021.

Day 2

As per the Agenda set by the Vice Chancellor, the first interaction was with the Vice Chancellor and Dean Academics / Dean Technology and it was informed that the various policies have been finalised and circulated. Files having the following policies/SOPs duly signed by the Vice Chancellor have been maintained, with approval dates:

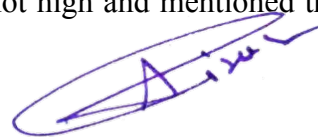
- MOOC SOP- 13-9-2020
- Policy for Work from Home – 13-9-2020
- Anti Sexual Harassment – 13-09-2020
- Grievance Policy – 13-9-2020
- Refund of fee policy – 13-08-2019
- Policy on Plagiarism – 25-2-2020
- Research promotion Policy – 25-1-2020
- Start up Policy – 25-1-2020
- Consultancy Policy – 25-1-2020
- IPR Policy – 25-1-2020
- Innovation Policy -25-1-2020
- Providing Mark sheet/ Transcript and Degree

However, the circulations details of the policies to the stake holders were not available in the file.

While reviewing the targets fixed in the last meeting chaired by the Chancellor majority of the points where action needed as per targets had not been taken. Vice Chancellor informed that the same could not get the attention due to COVIC 19, where the efforts of the faculty were on conducting online classes.

Dear Academics informed that the number of publication were not high and mentioned the following papers published in various journals during 2019-20

- School of Technology- 47



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- School of Business-39
- School of Agriculture – Nil
- School of Health sciences – 23 +1 book

Thereafter the undersigned had wanted a Criteria wise interaction to review the work done in the past one year, however all Co-ordinators were called for the meeting.

It was informed that the attrition of faculty is resulting in the non availability of Criteria in charges and coordinators at School levels. Available in the interaction were Criteria 1, 3, 5 and 7 Co-ordinators, while Criteria 6 coordinator was on leave and Criteria 2 and 4 are yet to be allocated.

Interactions took place and with many new faces and Vice Chancellor desired to again explain the details of the Criteria.

Criteria-1 was discussed in details and also the filling of formats and data keeping. Vice Chancellor desired that the coordinators should fill the format for Criteria 1 and show it to the undersigned in the afternoon or have one to one discussion in case of doubts.

After Lunch the filing system of the PhD Cell and admission cell were checked in random. Also course files presented by some faculty were seen and evaluated.

In view of discrepancies in the results of School of Agriculture and B Voc, the examination SOP was also checked to find the gap.

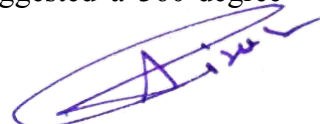
Day 3

The Criteria-1 filled forms were checked and clarifications sought by the faculty were explained in details, which were followed by the other criteria wise points and what needs to be done to help improve in the Academic Excellence in the University.

The following points need action based on the new NAAC format:

Criteria 1.

- While the PO, PSO have been mentioned in the course files, syllabus need alignment to relevance to the local/ national / regional/ global developmental needs
- The Program Objective, have been mentioned in the course files shown, but there is a cut and paste done in many cases and hence it needs a one to one discussion to freeze the same. A few iterations will help improve the same. Suggest school wise, subject wise sessions taken by the Vice Chancellor to improve the same.
- Faculty has doubt about the new Syllabus for 2020-21 as approvals have not been given.
- Schools lack focus on employability, entrepreneurship and skill development programs which needs to be added in the syllabus mix.
- Feedback forms on syllabus from Students, Teacher, Employers, Alumni, Parent and analysis as also action on the feedback is missing. Have suggested a 360-degree



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Quantum University


action of feedback with analysis, deliberation in the department and then in the BOS and BOF.

Criteria 2

- The Demand Ratio of offered programs is poor in most schools hence needs attention to enhance the demand based on the seats available. Student strength Vs. approved intake is 1126/1321 and 976/1598 for 2018-19 and 2019-20 respectively. Admissions for 2020-21 are still in progress. This needs attention. Alternatively, the seats available in various programs need to be re-looked at the highest level.
- Full time teacher ratio with reference to the approved seats in various programs is very low in some programs and needs attention. During the last one year, there is a very high rate of attrition. HR practices need improvement for retention of faculty based on exit interviews. Also faculty with PhD inducted in the University is on a lower side.
- Tutorials, experimental learning and problem solving methodology needs improvement as the same are not being carried out in most of the schools.
- Number of ICT enabled classes' needs to be enhanced year on year as number of classes with ICT is on lesser side.
- University LMS is not working very smoothly as most faculty find it complicated, which needs attention for simplicity.
- Teacher profile is weak with high attrition, less number of PhD faculty in schools, lack of faculty as Professor and Associate Professor. Also shortage of faculty across schools, and ratio of faculty from other states is less.
- While results of examination are announced early for final year students their mark sheet printing takes a lot of time. The time span after final result to issue of transcript needs to be brought down. Mark sheets need to be printed within 30 days of the declaration of the results.
- Complaints related to examination needs to be well documented in schools, and examination cell for proper records keeping.
- Examination work needs to be fully ERP based at an early date, as the manual working is creating error in results and marks sheet issued.
- As stated above the PO, PSO, CO need to be finalized and clarity across schools needed, including the setting of question papers based on the same, which has been started and needs proper record keeping and analysis.

Criteria 3.

- Faculty has to be motivated to carryout Research as the report is Nil across schools. The R&D cell has to take sessions across schools and hand hold faculty to ensure that the faculty come out with Research papers. Faculty with the mind set like Dr. Naveen Rawat need to hand hold faculty across schools.
- Seed money needs to be provided by the University and utilized in genuine projects.
- Need to induct JRF, SRF into the University.



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Quantum University

- Need to provide for Central Instrumentation Centre, Central Fabrication facility, Media laboratory/Business Lab/Studios and Research/Statistical Databases.
- University needs to get some projects and funding from DST, DBT, etc. Here again the R&D cell has to hand hold the faculty in various schools to get projects.
- Research projects and consultancy from non-government sources also needs to be tapped. Local connects with industry have to be tapped to get projects.
- An Innovation and incubation center needs to be developed along with sensitization of the faculty on IPR etc., along with focus on some startups in campus.
- Faculty has to be motivated for publication in the accepted journal avoiding publications in paid journals.
- In-house journals to be published by each school/ faculty.
- Guides have been allocated without sanction of the competent authority. Proper documentation, as per the UGC guidelines and the University Ordinance has to be done which was explained.
- Incentives for publications in the accepted journals by NIRF and books published needs circulation and implementation. The target of average of one publication per year per faculty in NAAC accepted journals has not been followed in the year 2020. We need to move to one publication per semester.
- New and liberal policy to sponsor faculty participation in conferences and seminars in top 100 institutions is needed for enhanced quality of publications.
- Consultancy targets of Rs 10 lakhs in the last year has not been taken seriously and there has been no initiation in this direction.
- University has to focus on starting corporate trainings at the earliest.
- Extensions activities are taking place but need proper documentation.
- University needs to seek approval of NCC unit and establish the same at the earliest.
- Participation of the University in all activities as recommended by the Government and in competitions is needed viz – adopt a village, Swatch Campus etc. A proper record of all activities as per the Government suggestions is to be maintained and uploaded in the UGC web site from time to time, which was explained.
- Collaborations are in place but need to be more active to show results. Foreign collaborations are also needed.
- Records of all industry internships and On-the Job training to be well documented.

Criteria 4.

- The class room's upkeep and furniture needs up gradation.
- Toilet cleaning, seepage in buildings has to be checked.
- ICT enabled class rooms and LMS needs to be enhanced.
- School wise budgeting has to be implemented.
- Library needs to be fully automated. Records of visitors into the library need to be maintained.
- Central library needs to be developed
- Number of books across schools needs to be enhanced.
- Remote access to e journals and data base needs to be developed through ERP.

- Faculty needs to be motivated to develop e content.
- Preparation of infrastructure for recording facility of lectures and Lecture Capturing System should be developed under School of Journalism.
- Proper budgeting and system of repair, maintenance and upgrading of infrastructure and record keeping
- System for maintenance and norms for utilization of University infrastructure are to be put in place.
- Additional infrastructure for Administrative set up of the University and the Academic infrastructure as per the strength of programs needs to be developed.

Criteria 5

- Proper records of scholarships and free ships to be maintained in schools
- Establishment and functioning of proper cells for Guidance for competitive examinations, Career Counselling, Remedial coaching, Bridge courses, Yoga and Meditation and Personal Counselling.
- Records of students benefitted/ selected in competitive examinations need to be properly documented.
- International student cell to be established and focus on getting some international students is needed. Presently the cell can focus on students from Nepal.
- Student grievance cell including sexual harassment and ragging cases need proper documentation with a proper person designated for the same.
- Proper records of placements, students moving to higher studies with name of institutions they got admitted and records of the letters and contact numbers of HR etc. is needed.
- Students qualifying NET/GATE/ TOFEL etc., is not maintained across schools and needs to be done. Schools have been suggested to keep record of the admit cards and then the results.
- Student participations in outside activities at national and international level and awards need proper documentation at schools and centrally at the University level.
- Alumni Association, its registered body functioning records to be maintained.

Criteria 6

- Decentralized functioning of University to be documented and made operational, based on policy frame work.
- Functioning of University as per strategic plans needs to be well documented.
- HR Rules and policies need strengthening including pay scale, increment and promotion policies.
- E-governance in administration of university needs to be adopted for all functions.
- Transparent welfare measures for faculty and a staff is the need of the hour.
- Support for conferences and workshops to faculty as per the policy needs to be implemented.
- Well planned Faculty Development programs, Refreshers courses etc. attended by Faculty and training for support staff on regular basis is needed. Faculty should be

motivated to attend AICTE or other government sponsored trainings in their field of teaching as they are free and University should allow special leave and travel grants, especially during the time when classes are off.

- NBA for old schools viz. Engineering, Management should be planned.

Criteria 7

- Active functioning of the Women Cell, common room for female students in each school, counselling for gender sensitivity are missing and need to be strengthening.
- LED bulbs and tubes where not replaced to be done in phases preferably during the next year. Proper arrangement of solid waste, liquid waste and e-waste is needed in the campus.
- Rain water harvesting to be carried out in the campus
- Proper walk ways in the campus, plastic free campus, paperless office to be expedited.
- Code of conduct for all officials of the University needs to be established.
- Events as suggested by the MHRD / UGC needs to be ensured.
- Mentor mentee system to be properly implemented and documents
- Two best practices are to be planned and implemented after in-house deliberations, as we have not yet decided on the same.

Points related to documentation:

1. Admission file documentation has improved. Random check of files presented had better documentation. The points needing attention are; a) Signature on files of parents should not be signed by student or staff of University. If parents are unable to come the same could be obtained by email/ whatsapp and attested by student; b) University officials checking the document from original should signed the documents as verified from original for future records.
2. The admission list for each program, as was suggested in the past has not been maintained for the past years. The same needs to be documented and for session 20-21 issued without delay.
3. PhD process files were also improved. While approval of Vice Chancellor had been taken for release of advertisement in news paper, the same had not been released; b) Due process of approving new faculty as Supervisors for PhD has not been done as approval had been issued on the Google form itself without check on the eligibility by Dean Research.
4. Examination division is without a full time Controller of Examination. A marks sheet for B Voc program had been issued which showed the student pass with C grade whereas the student had been absent. On review of the system it would found that the tabulation sheet had the student as 'F'. On reviewing the gap it was found that marks sheet had been signed without checking from the tabulation sheet. SOP needs to be strictly followed as a single document issued will bring bad name to the University system. Similarly the Agriculture result was uploaded in the web site and then a fresh result uploaded. Vice Chancellor informed that there had been some error in the tabulation. It has been suggested to the Vice Chancellor that through check is essential

before uploading the same on the web site as students have screen shot of both results. An independent person should be given responsibility of Controller Examination.

5. During deliberations it was learnt that the complete team of Journalism is new and they have no documents to take things forward. The almirah of the department is locked and they are waiting for making a duplicate key for over a month.
6. Similar issues of old documents were expressed related to the VAP program.

Suggestions: In the past also it had been suggested that there should be a central documentation centre where all records should be available in addition to the school/ department. With high attrition rate it is essential that we maintain the records centrally. Soft copies of link to the criteria should be available year wise so that it is easy for the team to document the SSR when the time comes for apply for NAAC.

Request: It is requested that the Vice Chancellor has to take the lead towards Quality improvement across all fronts which in turn gets reflected in the NAAC criteria. A small step each month and a focus on yearly targets for improvement will help the University establish a strong process for Quality and in turn get a good NAAC score. Leaving it to the criteria coordinator or some other hands will not get a desired result.

Circulation Evidence-11:

----- Forwarded message -----

From: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
Date: Thu, Jul 6, 2023 at 6:09 PM
Subject: Fwd: Report of February 2021 visit
To: Manish Kumar Sharma <director@quantumeducation.in>

----- Forwarded message -----

From: krishna kumar pande <pandekkt@gmail.com>
Date: Wed, Feb 24, 2021 at 4:01 PM
Subject: Report of February 2021 visit
To: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
Cc: Shobhit Goyal <vo@quantumeducation.in>, ajay goyal <chairman@quantumeducation.in>, AVADHESH KHARE <khareavadhesh@gmail.com>

Please find enclosed the report of the visit to the University in the month of February 2021 for your reference and further action please for future improvement. This visit makes me feel that we are at the same level where we started two years back. We need to move on as we have to be ahead in the intense competition from other Institutions and Universities else we will not get the advantage of establishing the IQAC since the start of the University.

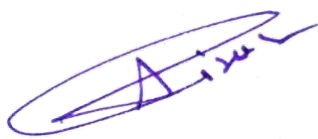
I am also enclosing the screen shot of the deliberations we had in the White Board, the deliberations that we had and targets set for the various criterias, and the Improvement targets that we had to plan on a year on year basis, for consideration, deliberations and action by the University.

Also for sharing with the new Criteria co-ordinators and coordinators.

Best wishes

--

Prof. Krishna Kumar Pande



Registrar
Quantum University

Meeting-12:

Date of Review: 28 May, 2021

Advisor Expert: Dr.Khare

Agenda-12:

Regarding CO Attainment

Minutes of Meeting-12:

"Regarding CO Attainment" in meeting minutes might involve documenting discussions, decisions, or updates related to Course Outcome attainment within an educational institution. This could include:

Progress Reports: Noting the progress made in achieving Course Outcomes. For instance, discussing if certain outcomes were met, partially met, or need further attention.

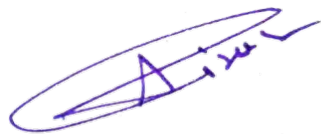
Assessment Methods: Discussions on the effectiveness of assessment methods used to measure CO attainment. It might involve exploring whether the current evaluation methods adequately capture students' achievements in meeting the desired outcomes.

Improvement Strategies: Conversations about strategies to enhance CO attainment. This could involve introducing new teaching methodologies, revising course materials, or offering additional support to students.

Data Analysis: Reviewing data related to CO attainment, such as analyzing exam scores, project outcomes, or other assessments to gauge how well students are meeting the desired learning outcomes.

Action Plans: Outlining specific actions or plans to address any shortcomings in CO attainment. For example, implementing additional workshops, modifying the curriculum, or providing extra resources for students.

When documenting meeting minutes on CO attainment, it's essential to include key points discussed, decisions made, responsible individuals for actions, and any future steps planned to improve or monitor the attainment of course outcomes.



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Circulation Evidence-12:

Subject: Meeting with Khare sir regarding **CO Attainment** (2021-05-26 at 03:47 GMT-7)



meet-recordings-noreply@google.com
to vicechancellor ▾

Wed, May 26, 2021, 6:00 PM

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The recording has been uploaded.



Meeting with Khare sir regarding CO Attainment (2021-05-26 at 03:47 GMT-7)

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Meeting-13:

Date of Review: 28 May, 2021

Advisor Expert: Dr.Khare

Agenda-13: Attainment of PSO/PO

Minutes of Meeting-13:

Progress Review: Discussing the progress made toward achieving the Program Specific Outcomes (PSOs) and Program Outcomes (POs) within the curriculum.


Evaluation Methods: Reviewing the methods used to assess the attainment of PSOs/POs. This could include discussions on the effectiveness of exams, projects, internships, or any other assessment tools used to measure student achievement of these outcomes.

Alignment with Curriculum: Ensuring that the curriculum aligns with the intended PSOs/POs. Discussions might revolve around how well the courses and educational activities are designed to facilitate the attainment of these outcomes.

Analysis of Data: Reviewing data related to PSO/PO attainment. This could involve analyzing student performance, feedback, or any other relevant metrics to understand how well the educational objectives are being met.

Improvement Strategies: Discussing strategies to enhance the attainment of PSOs/POs. This could include proposing changes in teaching methodologies, curriculum revisions, faculty development, or other measures aimed at improving student learning outcomes.

Action Plans: Outlining specific actions or plans to address any gaps in the attainment of PSOs/POs. This might involve assigning responsibilities, setting timelines, and allocating resources to improve the alignment between the educational objectives and student achievements.



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Quantum University

Circulation Evidence-13:

Subject: Meeting with Dr. Khare sir for **PSO/PO** (2021-05-28 at 04:11 GMT-7)



meet-recordings-noreply@google.com

to vicechancellor ▾

Fri, May 28, 2021, 5:29 PM

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The recording has been uploaded.



Meeting with Dr. Khare sir for PSO/PO (2021-05-28 at 04:11 GMT-7)

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Meeting 14

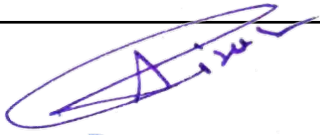
Date of Review: 17th to 19th May 2022

Advisor Expert: Prof. A.K. Khare & Prof. K.K. Pandey

Agenda-14:

Here is the proposed agenda of IQAC cell in front of Hon'ble Avadhesh Kumar Khare Sir (Advisor, Quantum University, Roorkee)

Date	Time	Description	Responsibility
17/05/2022	03:00PM-06:00P M	Discussion on NAAC Preparation	Vice Chancellor Sir Dean IQAC Registrar
18/05/2022	09:30AM-11:30A M	Criteria-1 Presentation and Evaluation with main Coordinators	Dr.Satender Kumar, Mr.HimanshuKandpal, Mr.Harikishan, Ms. Swati Rawat, Ms.Pooja Singh
	11:30AM-12:30P M	Meeting With Higher Authorities	
	12:30PM-02:30P M	Criteria-2 Presentation and Evaluation with main Coordinators	Dr.Amit Dixit, Dr. Sachin Chauhan, Mr.VaibhavRathi, Mr.Ankur Jain
	02:30PM-03:00P M	LUNCH TIME	
	03:00PM-04:30P M	Interactive Session by Dr.Khare Sir	With all Faculty and staff members in Shyamji Auditorium
	04:30PM-06:00P M	Review Meeting	With VC Sir, Directors, Deans, Coordinators
19/05/2022	09:30AM-11:30A M	Criteria-3 Presentation and Evaluation with main Coordinators	Dr. Ram Singh, Mr. Naveen Rana, Mr.Pundreekaksha Sharma, Ms.ShaliniVerma
	11:30AM-02:00P M	Inspection of Course Files, CO Attainment, CO-PO attainments	Dr.Satender Kumar, Dr.BrijendarYadav, Mr. Karan Babbar, Dr.GauravAgarwal, Dr. Praveen Kumar, Dr. Ram Singh, Dr. Nirmesh Sharma
	02:00PM-02:30P M	LUNCH TIME	
	02:30PM-04:00P M	Review on Progress of Criteria-4	VC Sir, Dean IQAC Dean Research, Dean Academics, Mr. Naveen Rana, , COE



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	04:00PM-06:00P M	Review Meeting	With VC Sir, Directors, Deans, Coordinators
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Minute of Meeting-14:

Date: 20 May 2022


Venue: Board Room

Following were present

1. Vice Chancellor
2. Prof. R.K. Khare
3. Director QSB
4. Director QST
5. Dean IQAC
6. Dean Academics
7. COE
8. Departmental HOD's

The meeting was chaired by Honourable Vice Chancellor Sir, focused on critical discussions pertaining to key aspects of institutional matters. The following points were discussed.

1. The meeting commenced with a detailed presentation and evaluation of preparations for Criteria-1 by Dean IQAC. The Dr.Khare Sir Sir provided insights and guidance, emphasizing the importance of meeting the set standards. The discussion revolved around refining existing processes to align with the criteria requirements.
2. A segment of the meeting was dedicated to discussing the progress of NAAC preparation with higher authorities. Honourable Vice Chancellor Sir led the presentation, outlining key achievements and challenges. The meeting sought guidance and support from higher authorities to ensure the successful completion of the NAAC accreditation process.
3. Following the higher authorities' discussion, the focus shifted to Criteria-2, with an in-depth presentation and evaluation by the responsible party. Dr.Khare Sir provided valuable feedback, stressing the need for a comprehensive approach to meet the criteria's expectations.
4. Dr.Khare Sir conducted an interactive session during the meeting, sharing expertise on NAAC expectations and best practices. Honourable Vice Chancellor Sir actively participated, encouraging a dynamic exchange of ideas. The session concluded with action points derived from the insights provided.



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5. The meeting progressed to a review of Criteria-3, encompassing an inspection of Course Files, CO Attainment, and CO-PO attainments. Dr.Khare Sir & Honourable Vice Chancellor Sir played a pivotal role in analyzing the presented data and providing strategic directions. The Criteria-4 review followed, discussing progress, challenges, and necessary improvements.
6. In conclusion, the Honourable Vice Chancellor Sir effectively chaired the meeting, ensuring a comprehensive discussion on the critical aspects of NAAC preparation.

Note: This MOM serves as a record of discussions and decisions made during the meeting. Participants are encouraged to review and follow up on assigned action items promptly.



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Circulation Evidence-14



Dr. Manish Sharma <director@quantumeducation.in>

to QSB Coordinators, QSB Faculty, QST Coordinators, QST Faculty, Parmesh Dutt, Shivani Kapoor, qgo, Ajay Goyal, Shobhit Goyal, Vice Chancellor, AVADHESH KHARE, Dr. Brijendra Singh Yadav, Dr. S S Shekhawat, Dr. Satender Kumar ▾

Mon, May 18, 2022, 2:01 PM

You are viewing an attached message. Quantum University Mail can't verify the authenticity of attached messages.



Dear Director/Dean/Coordinators/Faculty members

This is to inform you all that Dr. Avadhesh Khare Sir (Advisor, Quantum University) is visiting from 17 May to 19 May-2022 in Quantum University. During this visit he will meet and discuss the NAAC Criteria-1, 2, 3 & 4 with Main Coordinators and departmental NAAC Coordinators as per attached Itinerary.

On 18/05/2022 an Interactive Session is also scheduled with all faculty members in Mini Auditorium.

So all are requested to attend the Criteria wise meeting and interactive session as per given schedule.

Venue :- Boardroom (For Criteria wise meeting on 18 & 19/05/2022)

Venue:- Mini Auditorium (For Interactive Session from 3:00PM to 4:30PM on 18/05/2022)

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Professor (Dr.) Manish Sharma
Director Quantum School of Technology
Dean IQAC
Dean Faculty of Technology

Quantum University
Campus - 22 Milestone, Roorkee - Dehradun Highway (NH 73)
Roorkee - 247662
Uttarakhand.

www.quantumuniversity.edu.in


Registrar
Quantum University

Subject: Criteria-1 Review Meeting With Dr. Avadhesh Khare Sir- Date 18/05/2022



Dr. Manish Sharma <dr.manish@quantumeducation.in>

Tue, May 17, 2022, 2:06 PM

to Devesh Pratap Singh, shubham.ce, Dr. Avinash Varma, Chirag Malik, Basudeo Singh Roohani, Abhishant Sharma, rupali.qsb, Priyanka Bhardwaj, Hemlata Gururani, Abhishek Kumar, Parnesh Dutt, Dr.Satender Kumar, Himanshu Kandpal, ▾

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Dear Main Coordinators/Departmental NAAC Coordinators

This is to inform you all that A review meeting of Criteria-1 is scheduled with Dr. Avadhesh Khare Sir (Advisor, Quantum University) at 9:30AM on 18/05/2022.

So above mentioned Coordinators will attend this meeting.

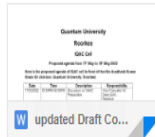
This is mandatory for all to attend.

Venue:- Boardroom

Time:- 9:30AM

Date:-18/05/2022

2 Attachments • Scanned by Gmail ⓘ




Registrar
Quantum University

Subject: Criteria - 2 Review Meeting with Dr. Avadhesh Khare Sir- Date 18/05/2022



Dr. Manish Sharma <dr.manish@quantumeducation.in>

Tue, May 17, 2022, 2:15 PM

to Mohit Kumar, hod.agriculture, Vipin Kumar, Dr. Deepak Nagl, Kuldeep Pal, Bhawna Arora, Uma Rawat, Virendra Kumar Arya, Rajiv Kumar, Dr. Naznin Naznin, Tapeswar Yadav, Dr. A. ▾

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Dear Main Coordinators/Departmental NAAC Coordinators

This is to inform you all that A review meeting of Criteria-2 is scheduled with Dr. Avadhesh Khare Sir (Advisor, Quantum University) at 12:30PM on 18/05/2022.

So above mentioned Coordinators will attend this meeting.

This is mandatory for all to attend.

Venue:- Boardroom

Time:- 12:30PM

Date:-18/05/2022

2 Attachments • Scanned by Gmail



Subject: Criteria-3 Review Meeting with Dr. Avadhesh Khare Sir- Date 19/05/2022



Dr. Manish Sharma <director@quantumeducation.in>

Tue, May 17, 2022, 2:26 PM

to somyamonhan.bjmc, Ashwani Sharma, aditya.agr, Yashni Bhardwaj, Shalini Singh, govind.qsb, rajwinder.hs, Gaurav Mangain, Naveen Rana, ankita.asc, Dr. Kulveer Singh Rana, Dr. Pri ▾

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Dear Main Coordinators/Departmental NAAC Coordinators

This is to inform you all that A review meeting of Criteria-3 is scheduled with Dr. Avadhesh Khare Sir (Advisor, Quantum University) at 9:30AM on 19/05/2022.

So above mentioned Coordinators will attend this meeting.

This is mandatory for all to attend.

Venue:- Boardroom

Time:- 9:30AM

Date:-19/05/2022


Professor (Dr.) Manish Sharma
Director Quantum School of Technology
Dean IQAC
Dean Faculty of Technology

Quantum University
Campus: 22 Milestone, Roorkee - Dehradun Highway (NH 73)
Roorkee - 247662
Uttarakhand.

www.quantumuniversity.edu.in

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Meeting 15

Date of Review: 12th & 13th August-2022

Advisor Expert: Dr. Avadhesh Kumar Khare Sir


Agenda-15:

Proposed Agenda for 12th & 13th August-2022

Hon'ble Avadhesh Kumar Khare Sir (Advisor, Quantum University, Roorkee)

Date	Time	Description	Responsibility
Day-1			
12/08/2022	9:00AM-10:45AM	Review of Course Outcome (COs) and Program Outcome (Pos) of ME & CE Deptt	HODs and Faculty Members of ME & CE Deptt
12/08/2022	11:AM-1:00PM	Lecture on “ Quality Teaching and Practices ” in induction program-2022	All New Faculty members joined in all Departments
12/08/2022	1:00PM-2:00PM	Lunch Break	
12/08/2022	2:00PM-4:30PM	Review on Mentor & Mentee Reports & Documents	Department of CSE, B.Com, CE & PE, BBA & MBA, School of Agriculture
12/08/2022	4:30PM-6:00PM	Review Meeting	With VC Sir, Directors, Deans, Coordinators
Day-2			
13/08/2022	10:00AM-12:00 Noon	Discussion on NEP of Management & Sciences Syllabuses based on State Government Guidelines	Coordinators of QSB and Graduate Studies
13/08/2022	12:00 Noon-1:30PM	Discussion on “ Design of Program Structure based on NEP ”	All Dean/ Directors/ Coordinators of the University
13/08/2022	1:30PM-2:00PM	Lunch Break	
13/08/2022	2:00PM-4:30PM	Review of Slow and Fast Learner documents	Department of CE & PE, HMCT, QSMSD, Agriculture
13/08/2022	4:30PM-6:00PM	Review Meeting	With Chairman Sir, Shobhit Sir, VC Sir, Directors, Deans, Registrar & Coordinators

Venue:- Board Room (Near Vice Chancellor Office)



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Minutes of Meeting-15:

Minutes of meeting of Course Outcome(COs) and Program Outcome (Pos) of ME & CE Deptt

Introduction:

- Brief overview of the purpose of the meeting.

Review of Course Outcomes (Cos)

- Presentation/discussion on the defined COs for ME and CE departments.
- **Assessment of the current status of COs:**
 - Are they aligned with industry standards?
 - Are they comprehensive and measurable?
 - Any gaps or areas for improvement identified?

Program Outcomes (POs) Evaluation

- Examination of the existing POs for ME and CE programs.
- **Assessment of the effectiveness of POs:**
 - Are they in sync with accreditation requirements?
 - Do they address the needs of students and potential employers?
 - Any suggestions for enhancing or refining the POs?

Alignment with Curriculum

- Analysis of the coherence between COs, POs, and the existing curriculum.
- Identification of areas where COs and POs are well-integrated into the teaching process.
- Recommendations for enhancing alignment if necessary.

Assessment Strategies

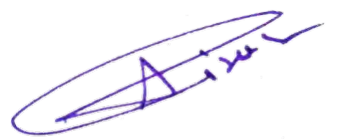
- Discussion on the methods used for assessing COs and POs.
- Evaluation of the assessment tools and their effectiveness.
- Suggestions for improving assessment techniques to better measure outcomes.

Minutes of meeting on Mentor & Mentee Reports & Documents

Introduction

- Overview of the meeting's purpose: to review Mentor and Mentee Reports & Documents.

Mentor Reports Examination



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- Presentation and discussion on the content and format of Mentor Reports.

Evaluation of the effectiveness of current reporting mechanisms:

- Are mentors providing comprehensive feedback?
- Do the reports align with the goals of mentoring?
- Any identified strengths or areas needing improvement?

Mentee Reports Evaluation

- Analysis of the Mentee Reports submitted.
- Assessment of the mentees' progress and experiences based on the reports.
- Identification of trends or common issues across mentees.

Documentation Quality Check

- Review of the quality and consistency of documentation from both mentors and mentees.
- Examination of any additional supporting documents or resources provided.

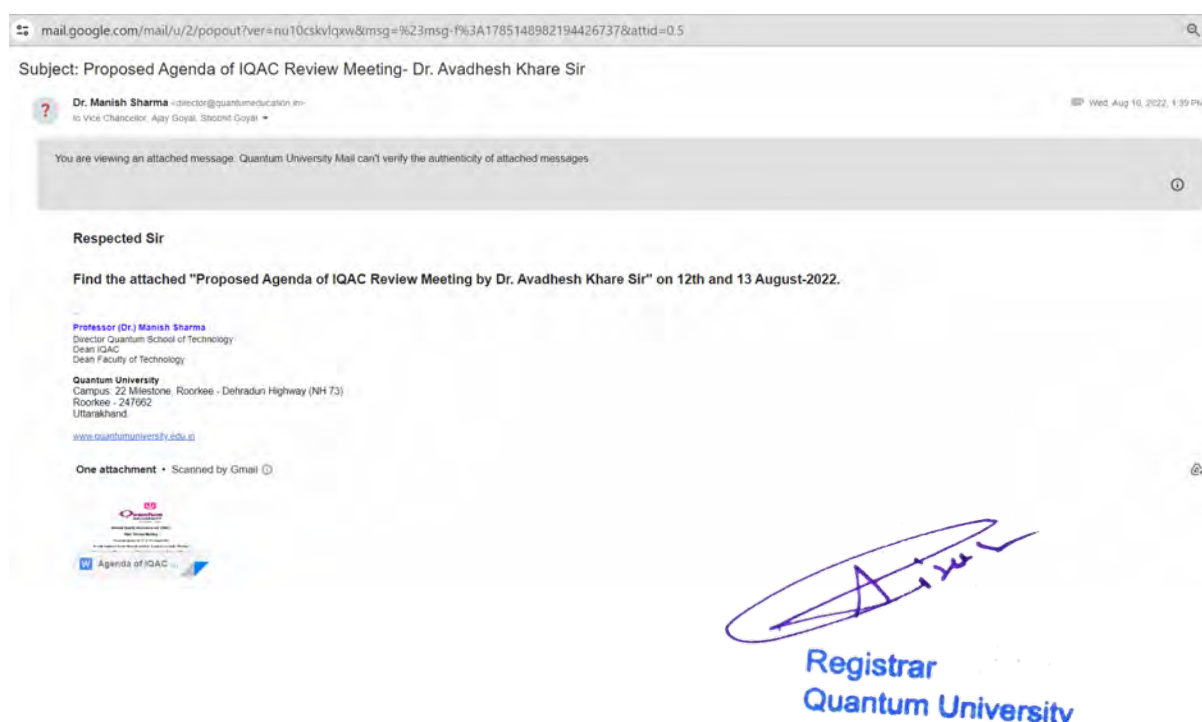
Feedback Mechanisms

- Discussion on the effectiveness of current feedback channels between mentors and mentees.
- Suggestions for improving communication and feedback processes.

Best Practices Sharing

- Sharing of successful mentoring experiences and strategies.
- Identification of exemplary mentor-mentee relationships and their documented practices.

Circulation Evidence-15:



mail.google.com/mail/u/2/?popout?ver=nu10cskylqxw&msg=%23msg-F%3A1785148982194426737&attid=0.5

Subject: Proposed Agenda of IQAC Review Meeting- Dr. Avadhesh Khare Sir

Dr. Manish Sharma <director@quantumeducation.in>
to Vice-Chancellor, Agya Goyal, Shobhit Goyal

Wed Aug 10, 2022, 1:39 PM

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Respected Sir

Find the attached "Proposed Agenda of IQAC Review Meeting by Dr. Avadhesh Khare Sir" on 12th and 13 August-2022.

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Agenda of IQAC

Registrar
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