

## Lingaya's University

(Approved by MHRD/AICTE/PCI/BCI/COA/NCTE, Govt. of India u/s 3 of UGC Act 1956)

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5<sup>th</sup> IQAC Meeting

July 27, 2017

### Minutes of the IQAC Meeting held on July 27, 2017

A meeting of the IQAC was convened on July 27, 2017 at 02:00 P.M. in the Board Room of the Lingaya's University. Hon'ble Vice Chancellor, Chairperson, IQAC chaired the meeting and the following members were present in the meeting:

1.	Prof. (Dr.) R. K. Chauhan, Vice Chancellor	Chairperson
2.	Prof. (Dr.) G. V. Ramaraju, Pro-Vice Chancellor (R&D)	Member
3.	Prof. (Dr.) A. K. Arora, Pro-Vice Chancellor (Academics)	Member
4.	Dr. Pamela Chawla, Controller of Examinations	Member
5.	Ms. Seema Bushra, Registrar & Finance Officer	Member
6.	Dr. Pragati Kapoor, Associate Dean (Academic Affair)	Member
7.	Dr. Alok Agrawal, Associate Dean (R&D)	Member
8.	Mr. Nishant Mani, Joint Registrar - IQAC	Member
9.	Dr. Tapas Kumar, Associate Dean (CSE)	Member
10.	Dr. Jeevan Kumar Chaudhary, HOD - Management	Member
11.	Dr. Vidhushi Sharma, HOD - English	Member
12.	Mr. Prasanna Kumar Singh, HOD - ECE	Member
13.	Mr. Ravi Shankar, HOD - Mechanical Engineering	Member
14.	Mr. Raghvendra Kishore, Head - Civil Engineering	Member
15.	Mr. Bhavik Kuchipudi, Director, Lingaya's Group Affairs	Member
16.	Mr. Vinay Kumar Mathur (Civil Services), Alumni	Member
17.	Ms. Yashika Mehta, Alumni	Member
18.	Mr. Bharat Reddy, Student- B.Tech. 3rd Year Mechanical	Member
19.	Mr. Gagan Mathur, Executive Operation Manager - IBM	Member
20.	Mr. K.S. Yadav Chief, General Manager - Escorts	Member
21.	Prof. S.C. Kapoor, Former GM-BHEL	Member
22.	Prof. Y.V.S.R. Sastry, Former Professor - ME, DTU, Delhi	Member
23.	Prof. O.P.Grover, Ex Professor & Head - ME, DTU, Delhi	Member
24.	Dr. K.K.Mishra, Internal Quality Assurance Cell	Coordinator, IQAC



The agenda of the meeting is as under;

1. To apprise and approve IQAC minutes of meetings of 21 April 2017 and Action Taken Report (ATR).
- 5.1 Academic Assessment of students based on presentation.
- 5.2 Monitoring of Course file and Attendance register.
- 5.3. Flexibility and diversity in Academic courses.
- 5.4 Moderation of Question papers.

1. Action Taken report (ATR) of previous IQAC meeting is as follows;

S No	Agenda	Action Taken/Status
1	To apprise and approve the minutes of the previous IQAC meeting	<p>4.1 Dean (Academics) and all HoDs informed to the chair that all enrolled students got internship with the help of T&amp;P/Department/by self-resources. And training/mock sessions are conducted for placement objectives. Further, industrial visits are conducted.</p> <p>4.2 Marketing head also informed to the chair that for wider publicity for admissions in the university in different programmes, hoardings, banners, advertisement in local print media/social sites/also visited in various schools/and other regions of country to attract more number of students to get enroll in the university.</p> <p>4.3 Dean (Academics) apprise to the chair that faculty members from various disciplines got professional bodies membership.</p> <p>4.4 Dy. Registrar informed to the chair that shramdan, plantation drive, social awareness program, to eliminate the child labor etc. have been organized successfully with the support of local people.</p> <p>The Chair reviewed all the activities and instructed all the pending tasks need to be completed.</p>



S. No	Agenda	Discussion on Agenda	Responsibilities/Status
5.1	Academic Assessment of students based on presentation	Each student gives at least one presentation in a semester for all theory subjects. Faculty concerned will give a topic and make a schedule for presentation.	All HoDs
5.2	Monitoring of Course file and Attendance register	Dr. Pragati Kapoor requested all the HODs to check attendance registers and course files of every faculty members.	All HoDs
5.3	Flexibility and diversity in Academic courses	Dr. Pragati Kapoor proposed that, henceforth, at least one common technical workshop/activity to be organized by each department in a semester relevant to students from more than one department.	All HoDs
5.4	Moderation of Question papers	Dr. Pamela Chawla emphasized on ensuring the quality & conducts of each & every test/exam question paper and requested the HODs to ensure the same before submitting to Exam cell.	All HoDs

The meeting ended at 04:00 PM with vote of thanks to all the members.

*Mishra*  
**Dr. K.K. Mishra**  
 (Coordinator, IQAC)



6<sup>th</sup> IQAC Meeting

October 30, 2017

**Minutes of the IQAC Meeting held on October 30, 2017**

A meeting of the IQAC was convened on **October 30, 2017** at 02:00 P.M. in the Board Room of the Lingaya's University. Hon'ble Vice Chancellor, Chairperson IQAC chaired the meeting and the following members were present in the meeting:

1.	Prof. (Dr.) R. K. Chauhan, Vice Chancellor	Chairperson
2.	Prof. (Dr.) G. V. Ramaraju, Pro-Vice Chancellor (R&D)	Member
3.	Prof. (Dr.) A. K. Arora, Pro-Vice Chancellor (Academics)	Member
4.	Dr. Pamela Chawla, Controller of Examinations	Member
5.	Ms. Seema Bushra, Registrar & Finance Officer	Member
6.	Dr. Pragati Kapoor, Associate Dean (Academic Affair)	Member
7.	Dr. Alok Agrawal, Associate Dean (R&D)	Member
8.	Mr. Nishant Mani, Joint Registrar - IQAC	Member
9.	Dr. Tapas Kumar, Associate Dean (CSE)	Member
10.	Dr. Jeevan Kumar Chaudhary, HOD - Management	Member
11.	Dr. Vidhushi Sharma, HOD - English	Member
12.	Mr. Prasanna Kumar Singh, HOD - ECE	Member
13.	Mr. Ravi Shankar, HOD - Mechanical Engineering	Member
14.	Mr. Raghvendra Kishore, Head - Civil Engineering	Member
15.	Mr. Bhavik Kuchipudi, Director, Lingaya's Group Affairs	Member
16.	Mr. Vinay Kumar Mathur (Civil Services), Alumni	Member
17.	Ms. Yashika Mehta, Alumni	Member
18.	Mr. Bharat Reddy, Student- B.Tech. 3rd Year Mechanical	Member
19.	Mr. Gagan Mathur, Executive Operation Manager - IBM	Member
20.	Mr. K.S. Yadav Chief, General Manager - Escorts	Member
21.	Prof. S.C. Kapoor, Former GM-BHEL	Member
22.	Prof. Y.V.S.R. Sastry, Former Professor - ME, DTU, Delhi	Member
23.	Prof. O.P. Grover, Ex Professor & Head - ME, DTU, Delhi	Member
24.	Dr. K.K. Mishra, Internal Quality Assurance Cell	Coordinator, IQAC



The agenda of the meeting is as under;

1. To apprise and approve IQAC minutes of meetings of 27 July, 2017 and Action Taken Report (ATR).
  - 6.1 Citizenship Right Awareness in youngsters.
  - 6.2 FDP on "Data Science and its Research challenges".
  - 6.3 Result Analysis.
  - 6.4 Inclusion of Professional development programme in time table.

1. Action Taken report (ATR) of previous IQAC meeting is as follows;

S No	Agenda	Action Taken/Status
1	To apprise and approve the minutes of the previous IQAC meeting	<p>5.1 All HoDs apprised to the chair that students had delivered their presentations according to schedule given by faculty members in all departments.</p> <p>5.2 Dr. Pragati Kapoor informed that all HoDs are complying and monitoring the course file/attendance register.</p> <p>5.3 HoDs apprised to the chair that their departments have conducted workshops/seminars.</p> <p>5.4 HoDs also confirmed to the chair that moderation of question papers were carried out.</p> <p>The Chair reviewed all the activities and instructed all the pending tasks need to be completed.</p>

S. No	Agenda	Discussion on Agenda	Responsibilities/Status
6.1	Citizenship Right Awareness in youngsters	Mr. Ravi Shankar proposed to organize the event for getting Voter ID cards.	NSS Coordinator
6.2	FDP on "Data Science and its Research challenges"	HoD (Computer Science & Engineering) informed to the chair that department of Computer Science & Engineering organizing FDPs and Data science and its research challenges from 1 <sup>st</sup> to 5 <sup>th</sup> January	HoD (Computer Science & Engineering)



		2018. HoD also requested for more number of faculty members participation.	
6.3	Result Analysis	The Chair advised to Controller of Examination (COE) to prepare and submit result analysis of January-July 2017 session of each department for policy formation.	Controller of Examination (COE)
6.4	Inclusion of Professional development programme in time table	Dean (Academics) decided to conduct a meeting between HoD of various Department and Time Table In-Charges for fixing of various inter departmental slots for the coming semester and freezing of PDP and Holistic Department slots for various Department	All HoDs

The meeting ended at 04:00 PM with vote of thanks to all the members.

*Dr. K.K. Mishra*  
**Dr. K.K. Mishra**  
 (Coordinator, IQAC)



7<sup>th</sup> IQAC Meeting

January 4, 2018

**Minutes of the IQAC Meeting held on January 4, 2018**

A meeting of the IQAC was convened on **January 4, 2018** at 02:00 P.M. in the Board Room of the Lingaya's University. Hon'ble Vice Chancellor, Chairperson IQAC chaired the meeting and the following members were present in the meeting:

1.	Prof. (Dr.) R. K. Chauhan, Vice Chancellor	Chairperson
2.	Prof. (Dr.) G. V. Ramaraju, Pro-Vice Chancellor (R&D)	Member
3.	Prof. (Dr.) A. K. Arora, Pro-Vice Chancellor (Academics)	Member
4.	Dr. Pamela Chawla, Controller of Examinations	Member
5.	Ms. Seema Bushra, Registrar & Finance Officer	Member
6.	Dr. Pragati Kapoor, Associate Dean (Academic Affair)	Member
7.	Dr. Alok Agrawal, Associate Dean (R&D)	Member
8.	Mr. Nishant Mani, Joint Registrar -IQAC	Member
9.	Dr. Tapas Kumar, Associate Dean (CSE)	Member
10.	Dr. Jeevan Kumar Chaudhary, HOD - Management	Member
11.	Dr. Vidhushi Sharma, HOD - English	Member
12.	Mr. Prasanna Kumar Singh, HOD - ECE	Member
13.	Mr. Ravi Shankar, HOD - Mechanical Engineering	Member
14.	Mr. Raghvendra Kishore, Head - Civil Engineering	Member
15.	Mr. Bhavik Kuchipudi, Director, Lingaya's Group Affairs	Member
16.	Mr. Vinay Kumar Mathur (Civil Services), Alumni	Member
17.	Ms. Yashika Mehta, Alumni	Member
18.	Mr. Bharat Reddy, Student- B.Tech. 3rd Year Mechanical	Member
19.	Mr. Gagan Mathur, Executive Operation Manager - IBM	Member
20.	Mr. K.S. Yadav Chief, General Manager - Escorts	Member
21.	Prof. S.C. Kapoor, Former GM-BHEL	Member
22.	Prof. Y.V.S.R. Sastry, Former Professor - ME, DTU, Delhi	Member
23.	Prof. O.P.Grover, Ex Professor & Head - ME, DTU, Delhi	Member
24.	Dr. K.K.Mishra, Internal Quality Assurance Cell	Coordinator, IQAC



The agenda of the meeting is as under;

1. To apprise and approve IQAC minutes of meetings of 30 October, 2017 and Action Taken Report (ATR).
  - 7.1 Participation of students in workshops/seminars.
  - 7.2 Teaching-learning quality measures.
  - 7.3 Training programme on Human Rights.
  - 7.4 Training programme for supporting staff.

1. Action Taken report (ATR) of previous IQAC meeting is as follows;

S No	Agenda	Action Taken/Status
1	To apprise and approve the minutes of the previous IQAC meeting	<p>6.1 NSS coordinator conducted Citizenship Right Awareness in youngsters for the students.</p> <p>6.2 HoD (Computer Science &amp; Engineering) apprised to the chair that Department of Computer Science &amp; Engineering has organized FDP on "Data Science and its Research challenges" as per the schedule successfully.</p> <p>6.3 Controller of Examination (COE) informed to the chair that result analysis of January-July 2017 of each department have been prepared and circulated to the concerned departments HoDs and Dean (Academics).</p> <p>6.4 All HoDs informed that their department had included Professional Development Programme (PDP) slot in their time table.</p> <p>The Chair reviewed all the activities and instructed all the pending tasks need to be completed.</p>





S. No	Agenda	Discussion on Agenda	Responsibilities/Status
7.1	Participation of students in workshops/seminars	Dr. Pragati Kapoor highlighted the importance of students' participation in Seminars, Workshops, etc., and emphasized upon developing a supporting mechanism to encourage students for the same. One Immediate policy proposed was that henceforth no financial contribution would be charged from the students of Lingaya's University participating in any kind of academic and/or such extended academic events. All the members present appreciated the proposal and unanimously agreed to imbibe the same in Lingaya's Group policy.	All HoDs
7.2	Teaching-learning quality measures.	Dr. Pragati Kapoor requested the HODs to encourage the respective faculty members to undergo training of at least 5 days during their upcoming winter vacation in order to update their knowledge in their related field of study.	All HoDs
7.3	Training programme on Human Rights	Dr. Bhavna Sharma briefed the members about the one day basic training programme on Human Rights to be organized by School of Law on February 24, 2018.	HoD (School of Law)
7.4	Training programme for supporting staff	Dr. Pragati Kapoor, Associate Dean, Academics informed about the training programme on skill development for supporting staff to be organized on 12 <sup>th</sup> January, 2018 (Friday) at 10:30 AM in Seminar Hall N-137	All HoDs

The meeting ended at 04:00 PM with vote of thanks to all the members.

  
**Dr. K.K. Mishra**  
 (Coordinator, IQAC)



## Lingaya's Vidyapeeth

Deemed-to-be-University u/s 3 of UGC Act 1956, Government of India  
**NAAC ACCREDITED | Approved by MHRD/ AICTE/ PCI/ BCI/ COA/ NCTE**  
 Nachauli, Jasana Road, Faridabad- 121002 (Haryana)  
 URL: www.lingayasvidyapeeth.edu.in | Phone No.: 0129-2598200-05

8<sup>th</sup> IQAC Meeting

April 27, 2018

### Minutes of the IQAC Meeting held on April 27, 2018

A meeting of the IQAC was convened on **April 27, 2018** at 02:00 P.M. in the Board Room of the Lingaya's Vidyapeeth. Hon'ble Vice Chancellor, Chairperson IQAC chaired the meeting and the following members were present in the meeting:

1	Prof. (Dr.) D.N. Rao, Vice Chancellor	Chairperson
2	Prof. (Dr.) G. V. Ramaraju, Pro-Vice Chancellor (R&D)	Member
3	Prof. (Dr.) A. K. Arora , Pro-Vice Chancellor (Academics)	Member
4	Dr. Pamela Chawla, Controller of Examinations	Member
5	Ms. Seema Bushra, Registrar & Finance Officer	Member
6	Dr. Pragati Kapoor, Associate Dean (Academic Affair)	Member
7	Dr. Alok Agrawal, Associate Dean (R&D)	Member
8	Mr. Nishant Mani, Joint Registrar - IQAC	Member
9	Dr. Tapas Kumar, Associate Dean (CSE)	Member
10	Dr. Jeevan Kumar Chaudhary, HOD - Management	Member
11	Dr. Vidhushi Sharma, HOD – English	Member
12	Mr. Prasanna Kumar Singh, HOD - ECE	Member
13	Mr. Ravi Shankar, HOD - Mechanical Engineering	Member
14	Mr. Raghvendra Kishore, Head - Civil Engineering	Member
15	Mr. Bhavik Kuchipudi, Director, Lingaya's Group Affairs	Member
16	Mr. Vinay Kumar Mathur (Civil Services), Alumni	Member
17	Ms. Yashika Mehta, Alumni	Member
18	Mr. Bharat Reddy, Student- B.Tech. 3rd Year Mechanical	Member
19	Mr. Gagan Mathur, Executive Operation Manager - IBM	Member
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21	Prof. S.C. Kapoor, Former GM-BHEL	Member
22	Prof. Y.V.S.R. Sastry, Former Professor - ME, DTU, Delhi	Member
23	Prof. O.P.Grover, Ex Professor & Head - ME, DTU, Delhi	Member
24	Dr. K.K.Mishra , Internal Quality Assurance Cell	Coordinator, IQAC



The agenda of the meeting is as under;

1. To apprise and approve IQAC minutes of meetings of 4 January, 2018 and Action Taken Report (ATR).
  - 8.1 Inventory physical verification/Stock verification.
  - 8.2 Annual report for session 2017-18.
  - 8.3 Effective class monitoring.

1. Action Taken report (ATR) of previous IQAC meeting is as follows;

S No	Agenda	Action Taken/Status
1	To apprise and approve the minutes of the previous IQAC meeting	<p>7.1 All HoDs informed that few department head organizing and remaining in pipeline for making schedule for seminars/workshops to the students and also it was reported unanimously that students are encouraged and motivated towards these events.</p> <p>7.2 HoDs apprised to the chair that their few of the faculty members had attended FDPs and remaining are planning for it according to their area of interest.</p> <p>7.3 Dr. Bhavna Sharma, HoD (School of Law) conducted one day basic training programme on Human Right successfully on 24<sup>th</sup> february 2018.</p> <p>7.4 Associate Dean (Academics) had organized training programme on skill development for supporting staff on 12<sup>th</sup> January 2018 and all Lingaya's Vidyapeeth staff had attended.</p> <p>The Chair reviewed all the activities and instructed all the pending tasks need to be completed.</p>



S. No	Agenda	Discussion on Agenda	Responsibilities/Status
8.1	Inventory verification/Stock verification. physical	Ms. Seema Bushra requested to all HODs for stock verification of all lab equipments. As per policy of Lingaya's Vidyapeeth, yearly stock verification is done at Vidyapeeth level. So, therefore it is requested to the Registrar to make a committee and assign the duty for stock verification of all departments.	All HoDs
8.2	Annual report for session 2017-18	It is suggested by K.K. Mishra, Coordinator IQAC that we are in the process of making annual report for year 2017-18. Therefore It is requested to all HoDs to kindly submit the departmental annual report.	Dean (Academics)
8.3	Effective class monitoring	Dr. Shagufta Jabin proposed class monitoring system in each department to enhance performance of students in this connection. She also suggested that apart from class counselors, floor incharge also take care of the discipline of the floor.	All HoDs

The meeting ended at 04:30 PM with vote of thanks to all the members.

*K.K. Mishra*  
**Dr. K.K. Mishra**  
 (Coordinator, IQAC)

