

16th IQAC Meeting

20th March 2020

Minutes of the Special IQAC Meeting held on 20th March 2020

In the wake of COVID-19, a special and urgent meeting of the IQAC was called on 20th March, 2020 at 11.00 AM through online-mode. The objective of the meeting was to swiftly plan and implement the new working methods at all levels of the Vidyapeeth to continuously deliver education and services to all its stakeholders. Hon'ble Vice Chancellor, Chairperson IQAC chaired the meeting and the following members were present in the virtual meeting:

1. Prof. (Dr). M. Luqman Khan, Vice Chancellor	Chairperson
2. Mr. Zaved Akhtar, Controller of Examinations (CoE)	Member
3. Mr. Prem Salwan, Registrar	Member
4. Dr. Manoj Jain, Assoc. Dean (Academics)	Member
5. Mr. Sanjay, Training & Placement-Head	Member
6. Dr. Shikha Gupta, HOD, School of Basic & Applied Science	Member
7. Dr. Prem Saini, HOD, School of Pharmaceutical Sciences	Member
8. Dr. Iqbal Ahmed Khan, HOD, Department of Mechanical Engineering	Member
9. Mr. Kiran Kumar, HOD-Department of Computer Science & Engineering	Member
10. Mr. Mohd. Umair, Associate Professor, School of Architecture	Member
11. Dr. Meenakshi Kaushik, HOD, School of Commerce & Management	Member
12. Dr. Ankur Tyagi, HOD, School of Education	Member
13. Dr. Md. Daniyal, HOD, Department of Civil Engineering	Member
14. Dr. Shweta Bajaj, HOD-School of Law	Member
15. Dr. Manoj Malik, Associate Professor, School of Basic & Applied Sciences	IQAC Coordinator
16. Mr. Deepak Kumar, IT Administrator, IT Department	Assistant Coordinator-IQAC

Special Invitee:

1. Ms. Bindu Sharma – Chief Warden, Hostels
2. Dr. Dinesh Jawalkar – Assistant Warden, Hostels
3. Mr. Sandeep Kaul, DGM-PR
4. Mr. Harinder Rawat, The Head, Maintenance.



The agenda of the meeting is as under:

1. Academic delivery and other services during COVID-19
2. Conduction of pending Mid-Term examination
3. Adherence to COVID-19 protocols.
4. Safety of Hostel students.

The Coordinator, IQAC apprised the members about the advisory Memo No. 18/79-2020 UNP(4) dated 13th March, 2020 issued by Director General, Higher Education, Haryana on instructions for closing of all the offices in view of COVID-19 and subsequent release of notification through The Registrar, Lingaya's Vidyapeeth dated 13th March, 2020 regarding the closure of the Vidyapeeth offices till 31st March, 2020.

S.N o	Agenda	Discussion on Agenda	Responsibilities/Status
16.1	Academic delivery and other services during COVID-19	<p>The Dean Academics raised a concern about the non-conduction of classes during the closure period due to COVID-19. Various alternatives to deliver lectures were discussed in the meeting. It was unanimously decided that all the classes for various programmes will be conducted through online-mode.</p> <p>The Vice Chancellor directed the Dean Academics to frame the Standard Operating Procedures for the smooth functioning of the classes. Further, the Vice Chancellor advised the HoDs to submit the online class conduction plan and report to The Dean Academics.</p>	The Dean Academics & HoDs.
16.2	Conduction of pending Mid-Term examination	<p>The COE raised the concern about the pending mid-term examination due to the University closure during COVID-19.</p> <p>It was decided to conduct the remaining Mid-Term Examination after the opening of the University on 31st March, 2020.</p> <p>Additionally, the Vice-Chancellor advised the COE to formulate and look into the aspects of online examination in case the COVID-19 situation remains unchanged.</p>	The COE.
16.3	Adherence to COVID-19 protocols.	The Registrar apprised the members that, to safeguard the health and safety of the students	The Registrar, DGM-PR & Head, Maintenance.



		<p>and employees, all precautionary and preventive measures as per the advisory issued by the GOI have been strictly followed at the Vidyapeeth.</p> <p>The Vice Chancellor appreciated the efforts taken by the Registrar and further encouraged to implement the COVID-19 precautionary and preventive measures on regular basis in the University campus.</p>	
16.4	Safety of Hostel students.	<p>The Vice chancellor advised the Hostel Wardens to ensure the safety measures for the hostel students and to take care of their Mess facilities.</p> <p>The Registrar and The Head, Maintenance were advised to extend all the necessary support to the Hostel Wardens.</p>	The Registrar, Head-Maintenance & Hostel Wardens.

Further, the Vice Chancellor advised The Registrar, Heads and Incharges of various offices of the University to keep abreast with the COVID-19 guidelines and instructions issued by the GOI and other statutory bodies and implement the same from time to time.

The meeting ended at 02:00 PM with vote of thanks to all the members.




Dr. Manoj Malik
(Coordinator, IQAC)