



**Ref. No. NU/IQAC/2023-24/17/1**

**November 28, 2024**

**Minutes of the 17<sup>th</sup> Meeting of the Internal Quality Assurance Cell (IQAC)**

The 17<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) was held on November 20, 2024, at 02:30 pm in the Senate Room, Academic Block AC-1, of NIIT University, Neemrana.

The following members were present in the meeting:

1. Prof Prakash Gopalan	-	Chairperson
2. Prof. Vandana Suhag	-	Director, IQAC
3. Prof. Parimal Mandke	-	Member
4. Maj Gen A. K. Singh	-	Member
5. Dr. Ganapathirao Maradana	-	Member
6. Dr. Ratika Kaushik	-	Member
7. Dr. Mamta Pankaj Jain	-	Member (Online)
8. Dr. Harsh Vinayak	-	Member (Online)
9. Dr. Ritu Dangwal	-	Coordinator, IQAC
10. Mr. Shail Deen	-	Data Analyst
11. Dr. Vinay Kumar Kainthola	-	Invitee
12. Dr. Utkarsh Raj	-	Invitee
13. Dr. Ratna Sanyal	-	Invitee
14. Dr. N Eswaran	-	Invitee
15. Dr. Arghya Guchhait	-	Invitee
16. Dr. Anshima P Srivastava	-	Invitee
17. Dr. Neha Tiwari	-	Invitee
18. Dr. Sanjeev Kumar	-	Invitee
19. Dr. Vikas Upadhyay	-	Invitee
20. Ms. Manjula Kumar	-	Invitee
21. Ms. Geetika Rastogi	-	Invitee
22. Ms. Rainy Varshney	-	Student Member (Online)

The following members were granted leave of absence in the meeting:

1. Prof Shivendra Mathur	-	Member
2. Mr. Raj Singh Chauhan	-	External Member
3. Dr. Mani Madhukar	-	External Member
4. Mrs. Aarati Srivastava	-	External Member
5. Prof. Bishwajit Kundu	-	External Member
6. Mr. Ronald Tony	-	Alumni Member
7. Mr. Soumya Ranjan	-	Student Member
8. Ms. Tanu Agarwal	-	Alumni Member

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Prof. Vandana Suhag, Director IQAC welcomed all members present in the 17th Internal Quality Assurance Cell (IQAC) meeting. She introduced Dr. Harsh Vinayak, Sr. Vice-President, NTT DATA Services, external member (Industry) to all IQAC members and Invitees.

She then invited inputs on the action taken on the 16<sup>th</sup> IQAC meeting.

- 1) **Review and confirmation of 16<sup>th</sup> meeting** of the Internal Quality Assurance Cell (IQAC). Since there were no comments received against the minutes, the minutes were confirmed.
- 2) **Presentation on AAA:** Dr. Ganapathirao Mardana presented Modified Formats / SoPs of Academic and Administrative Audits with the Analysis of the last AAA follow-up actions at the meeting. More details are attached as **Annexure 1.**
- 3) **Feedback Analysis of All Stakeholders:** The Presentation of analyzed feedback from all stakeholders was presented by Dr. Ganapathirao Mardana (Associate Dean Academics). The following Analyzed Feedback Stakeholders forms were highlighted during the meeting:
  1. Student Feedback
  2. Parent Feedback
  3. Teacher Feedback
  4. Alumni Feedback
  5. Employer Feedback

The analyzed stakeholder feedback forms are enclosed as **Annexure – 2.**

- 4) **All Stakeholders Modified Feedback Forms:** Dr. Ganapathirao, Associate Dean Academics presented all stakeholders modified feedback forms during the meeting for Finalization of the revised forms of various stakeholders. Modified Stakeholder's feedback forms are attached as **Annexure – 3.**
- 5) **Resonance Impact Analysis** – Dr. Utkarsh Raj, Coordinator Resonance presented the Resonance Impact Analysis Report and discussed the Inspiring Talks, Strengths of Resonance, Weaknesses of Resonance, and Suggestions for Improvement. Dean SA, Maj Gen AK Singh, shared his observations. The detailed report on Resonance Impact Analysis is enclosed as **Annexure 4.**
- 6) **Ratification of revised guidelines for the process of identifying the learning levels of the students admitted in AY 2024.** Dr. Ganapathirao Mardana presented the revised guidelines. He stated that as of now the implementation of the same is from ongoing academic year. Prof Parimal







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Mandke then suggested that the mid-semester marks should be examined with the learning levels, as the first step. The detailed presentation is attached as **Annexure – 5.**

7) **Mentor-Mentee Report:** Prof N. Eswaran, presented a report on mentoring and training for the use of the mentor portal for the new faculty. Key points discussed included:

- What is mentoring?
- How is it different?
- Who am I mentoring?
- Conducting and recording a mentoring session.
- Using the mentoring portal.
- Periodic review by the coordinators
- Success cases to be highlighted
- Quality parameters to be decided

The detailed report on mentoring is noted and enclosed as **Annexure – 6.**

8) **Result Analysis:** Dr. Arghya Guchhait Controller of Examination presented initiatives taken by the examination cell to strengthen the processes as part of quality initiatives. The following points were highlighted during the meeting:

1. Examination process reforms, including:
  - Question papers aligned with Course Outcomes (COs) using Bloom's Taxonomy.
  - Grade sheets with enhanced security features.
  - Transcripts with QR codes.
2. The course-wise MGPA analysis for the academic year 2023-24

Further details are enclosed as **Annexure - 7**

9) **Placement Analysis:** Ms. Geetika, Associate Dean, CIC shared a detailed presentation on Placement Analysis of the previous batches. The members appreciated the efforts taken by CIC.

The detailed presentation is enclosed as an **Annexure – 8**

10) **Short-Term Plan for Improvement of Grades:**

- Dr Ratna Sanyal, Dean Research presented the short-term plan for improvement of grades. However, a lot of work has still to be done in this area. She conveyed that the implementation of each is under process.





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- Dy Librarian, Dr Vinay Kainthola presented the library initiatives for the short-term plan and shared the detailed presentation in the meeting. He also presented progress on the digital access facility in the library.

Preparation of the specific plan was suggested to him particularly w.r.t to timelines. Some of the salient features of the report are as under:

- Addition of new eContent Packages
- Physical Facilities
- Infrastructure development
  - INFLIBNET Initiative
  - Information Literacy
  - Future plan with timeline

11) **NIRF Gap Analysis:** Prof Vandana Suhag, Director IQAC presented the NIRF gap analysis during the meeting and requested all the members and area directors to give their inputs and cooperation to narrow down the gap in the parameters. Detailed report is attached as **Annexure – 9**

There being no agenda, the meeting ended with a vote of thanks to the chair.



*Vandana Suhag*  
Director, IQAC