माँ शाकुम्भरी विश्वविद्यालय, सहारनपुर

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पत्रांक : २०5 / ACD / एम0एस0यू0 / 2025–26   दिनांक: 27 /06/ 2025

सेवा में,

समस्त प्राचार्य / प्राचार्या,
सम्बद्ध महाविद्यालय, माँ शाकुम्भरी विश्वविद्यालय,
सहारनपुर।

विषय:– NAAC हेतु नोडल ऑफिसर नियुक्त किये जाने के सम्बन्ध में।

महोदय / महोदया,

कृपया उपर्युक्त विषयक अवगत करना है कि मा0 कुलपति जी की अध्यक्षता में दिनांक 05.05.2025 को आहूत IQAC की बैठक के कार्यवृत्त के बिन्दू सं0 06 (Circular to Colleges and NAAC Refresher Course) के अनुसार NAAC के लिये राजकीय, अनुदानित एवं स्ववित्त–पोषित महाविद्यालयों / संस्थानों में एक नोडल ऑफिसर नामित किये जाने हेतु निर्देश प्रदान किये गये है।

अतः उक्त के आलोक में मुझे यह कहने का निर्देश हुआ है कि राजकीय, अनुदानित एवं स्ववित्त–पोषित महाविद्यालयों में एक नोडल ऑफिसर को नामित कराने अथवा यथा स्थिति से माँ शाकुम्भरी विश्वविद्यालय को अवगत कराने का कष्ट करें, जिससे कि जुलाई 2025 में महाविद्यालयों द्वारा नामित NAAC नोडल ऑफिसर को प्रशिक्षण प्रदान किया जा सकें।

27-6-25

कुलसचिव

प्रतिलिपि निम्नलिखित को सूचनार्थः–

01. कुलपति कार्यालय को मा0 कुलपति महोदय के संज्ञानार्थ।
02. शैक्षणिक समन्वयक्।
03. समन्वयक (IQAC)।
04. गार्ड फाइल।

सहा0 कुलसचिव

MAA SHAKUMBHARI UNIVERSITY, SAHARANPUR

Date: 06.05.2025

Minutes of the IQAC Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) was held on May 5, 2025, in the Conference room of Maa Shahkumbhari University, Saharanpur. The meeting was chaired by the Hon'ble Vice Chancellor and attended by the following members:

Members Present:
1- Prof. N. C. Gautam, Agra – Advisor IQAC
2- Sh. Virendra Kumar Morya – Registrar, MSU Saharanpur
3- Dr. Rajeev Kumar – Controller of Examination, MSU Saharanpur
4- Sh. Sanjeev Kumar – A.R. MSU Saharanpur
5- Prof. Dinkar Malik – IQAC Coordinator, MSU Saharanpur
6- Dr. Vinod Kumar – Academic Coordinator, MSU Saharanpur
7- Prof. Alka Bansal – Member
8- Prof. R.B.S. Rawat – Member
9- Prof. Sanjay Kumar - Member
10- Prof. Rakesh Chandra - Member
11- Dr. Rishi Pal Singh -Member
12- Dr. Ankit Singh – MSU (Campus)
13- Mr. Ramji Suneja – Member
14- Mr. Gulshan Nagpal – Member

Agenda & Resolutions:
The following points were discussed and resolved in the IQAC meeting held under the chairmanship of the Hon'ble Vice Chancellor:

1. **Identification of Areas for Diploma Courses:**
   The house discussed the importance of introducing skill-based and academic diploma programs to enhance employability and practical knowledge among students. It was resolved to identify and explore various academic and skill-based areas in which Diploma Courses can be started under Maa Shakumbhari University.

2. **Appointment of Coordinator and Development of 6-Month Certificate/Diploma Programme:**
   To ensure systematic planning, coordination and effective execution of diploma courses, it is essential to appoint a Coordinator and a Co-Coordinator for Certificate/Diploma Programme.
   They will be responsible for coordinating with industries/organizations for developing the course structure and scheduling of the Certificate/Diploma Programme.
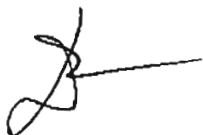   It was proposed and approved to develop a 3-month Certificate categorized as value-added and a 6-month Diploma Programme to be conducted from July to December.
   Key highlights:
   - The course will carry 2 credits (each with 15 hours of Theory of 1 Credit and 30 hours of Practical of 1 Credit).
   - Total contact hours: 45 hours.

- An honorarium for faculty/resource persons will be determined by the Finance Committee.
- Participants completing the Certificate/Diploma Programme successfully will be awarded official certificates.

3. **Formation of MoU Committee:**
   To initiate collaborations with external organizations, industries, and academic institutions, a committee was constituted for managing Memorandums of Understanding (MoUs). The appointed members are:
   - Dr. Vinod Kumar (Academic Coordinator), MSU, Saharanpur.
   - Dr. Mitika Chauhan, School of Business Management, MSU, Saharanpur.
   - Dr. R. K. Gupta (Library Coordinator), MSU, Saharanpur.
   This committee will identify potential partners and formalize collaborations aligned with university goals and Student Development Goals.

4. **Creation of University Studio:**
   The proposal to create an in-house studio at Maa Shakumbhari University was already approved.
   Purpose:
   - To record and archive lectures and presentations by faculty and guest speakers.
   - To develop e-content for online/blended learning.
   - To build a digital repository for future use in MOOCs and institutional promotion.

5. **Development of Skill Enhancement Course Development Programme (SECDP):**
   A new initiative titled Skill Enhancement Course Development Programme (SECDP) will be introduced under the category of Skill Enhancement Courses.
   Course areas will include:
   - Handicrafts, Hosiery, Wood Carving, Cyber Security, Artificial Intelligence (AI), Biochar, Apiary, Sugarcane Products and Honey Products.
   - And other region-specific specializations.
     MoUs will be signed with training providers and a detailed course content booklet will be developed for each programme.

6. **Circular to Colleges and NAAC Refresher Course:**
   A circular will be sent to all affiliated colleges under MSU to nominate a Nodal Officer for academic quality coordination.
   - A Two-Day Refresher Programme focused on the 10 Quality Attributes and Metrics of NAAC will be conducted during July 2025.
   - Preferred days: Weekends (Saturday & Sunday).
   - Target participants: Nodal Officers from affiliated colleges.
   - Organized by the NAAC Coordinator of MSU.

7. **Constitution of a Campus Team to Observe the Preparation of NAAC Report:**
   It was proposed and approved to constitute a dedicated Campus Team to closely monitor and oversee the preparation of the NAAC Self-Study Report (SSR) and other related documentation. The following appointments were made for effective coordination and supervision of the process:

- **Dr. Ankit Singh (MSW)** has been appointed as the Convenor of the Campus Team.
- **Dr. Mitika Chauhan (MBA)** has been appointed as the Co-Convenor.

8. **Submission of 12B Form:**
   It was emphasized that the university's 12B application form (UGC compliance requirement) must be filled and submitted urgently to enable eligibility for grants and academic recognition.
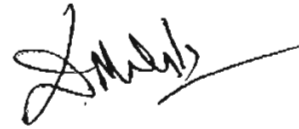
9. **State Level Quality Assurance Cell (SLQAC) Functioning:**
   The functioning of the SLQAC will be aligned with government directives to ensure standardized practices and maintain the quality of education. An SLQAC has already been established by the state government to oversee quality assurance activities across educational institutions.

Meeting Concluded with a Vote of Thanks to the Chair.

Prof. Vimala Y.
Hon'ble Vice Chancellor
MSU, Saharanpur

Prof. Dinkar Malik
IQAC Coordinator
MSU, Saharanpur