

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**JAMIA HAMDARD, NEW DLEHI**

Date: 19-04-2016

**Subject: Minutes of the IQAC Committee was held on 18<sup>th</sup> April, 2016.**

A meeting of the IQAC Committee was held on 18<sup>th</sup> April, 2016 at 11:30am in the Board room of Vice Chancellor's Office. Meeting was chaired by Dr. G. N. Qazi, the Hon'ble Vice Chancellor, Jamia Hamdard and Chairman, IQAC Committee.

**PRESENT**

- Dr. G. N. Qazi, Vice Chancellor, Jamia Hamdard - Chairman

**Internal Member**

- Mr. M.A. Zargar (Officiating Registrar) - Member
- Prof. Asgar Ali, Dean, Pharmacy - Member
- Prof. Moinuddin, Dean, Faculty of Engg & Technology - Member
- Prof. M. Z. Abdin, Head, Biotechnology - Member
- Prof. M. A. Jafri, Head, Ilmu Advia - Member
- Prof. S. H. Ansari, Head, Pharmacognosy & Phytochemistry - Member
- Dr. Asim Ali Khan, Head, Moalejat - Member
- Dr. Reshma Nasreen, Department of Management - Member

**External Members**

- Dr. Hemant Kulakarn, CSIR, New Delhi - Member
- G. J. Samathanam, SRM University, Sonapat - Member

**Special Invitees**

- Dr. Suhel Parvez, Head, Department of Medical Elementology and Toxicology and IQAC Quality Circle Member
- Dr. M. Shahar yar, Assistant Professor, Pharmacy and IQAC Quality Circle Member

Prof. S. Raisuddin, Director IQAC - Member Secretary

Some members who could not attend the meeting communicated to the Member Secretary about their unviability to attend the meeting by email.

### **The agenda items for the meeting as follows**

1. To peruse and approve minutes of the last meeting.
2. To peruse Self Study Report (SSR) prepared by the IQAC for the purpose of submission to NAAC for the next cycle accreditation.
3. To peruse Quality Reports prepared by the IQAC.
4. To peruse the ranking reports of the University released by the National Institutional Ranking Framework (NIRF).
5. Any other matter with permission of Chair.

After his initial introductory remarks the Vice Chancellor welcomed the member and appraised them about various academic and research activities of the University. He informed members that in last over one year some University has initiated some major efforts in upgrading infrastructure of Hamdard Institute of Medical Sciences and Research, Hospital, Hostels, Smart Class Rooms, Sports Facilities and Campus Cleanliness Drive. He also informed house about recruitment of faculty in Chemistry, Computer Science and Management. He also informed the House that next cycle of accreditation has become due and various efforts that have been undertaken.

The House applauded leadership of the Vice Chancellor in placing Jamia Hamdard at global and national educational horizon and in particular raising quality standards in all aspects of University management. Members in particular appreciated and applauded high ranking awarded in Jamia Hamdard in recently concluded ranking by the Ministry of Human Resource Development (MHRD), Government of India under National Institutional Ranking Framework (NIRF). Such a high ranking in Pharmacy and University categories was possible only because of the effective leadership.

The Vice Chancellor observed that he was humbled with such accolades but credited especially the faculty members of Pharmacy for their stupendous performance in the field of research. He also exhorted faculty members to make efforts to sustain this high ranking and improve upon, as it will be an annual exercise.

After this agenda items were up for deliberations.

### **1. APPROVAL OF MINUTES OF THE LAST MEETING**

The Committee perused minutes of the last meeting held on 18/09/2014 and approved the same as brought out in the meeting and approved by the Chairman. Director, IQAC informed that draft of minutes was circulated to Members by e-mail for their comments.



## **2. SELF STUDY REPORT (SSR) PREPARED BY THE IQAC FOR THE PURPOSE OF SUBMISSION TO NAAC FOR THE NEXT CYCLE ACCREDITATION**

Jamia Hamdard has been accredited by National Assessment and Accreditation Council (NAAC) in two cycles. In each of cycle Jamia Hamdard got 'A' grade. The third cycle of re-accreditation has been due. University initiated steps to prepare a comprehensive Self Study Report (SSR) as per the NAAC guidelines. A Task Force of senior Professors was constituted each entrusted with preparation of document for identified quality indicator as per the NAAC guidelines. Task force members involved other faculty member in this task. Finally, another Committee was constituted which verified information collected from different Departments. Several rounds of meeting were organized by the IQAC. The progress was being keenly monitored by the Vice Chancellor and in several meeting he participated and offered his valuable suggestions. Finally, the document has been made ready.

The Director, IQAC made a presentation on the SSR document. Members mad some suggestions which were instantly incorporated.

Members appreciated efforts of IQAC and all the members of Task Force, Deans of the Faculty, Heads of the Department and all the faculty members and other Sections of the University for their contribution to preparation of the SSR document. The revised SSR (all volumes and its Annexures) were approved for submission to NAAC and uploading on the University web site. Members suggested that good quality formatting and printing of the SSR should be undertaken as per the standard of the University.

The Committee approved the following Quality Statement of the University:

Jamia Hamdard is committed to strive for achieving and sustaining high quality standard in higher education leading to excellence and innovations in selected fields of knowledge and undertaking high quality research for the advancement of knowledge and its dissemination through various research programmes undertaken in – house or in collaboration with premier national and international institutes.

It was resolved that Dr. Reshma Nasreen, Department of Management shall facilitate drafting of Quality Policy and Framework for the University which will be included in the SSR and also circulated among members for their comments and the same will be adopted in the University. The policy frame work may be reviewed after 4-5 years.

## **3. QUALITY REPORTS RREPARED BY THE IQAC**

Dr. Suhel Parvez, IQAC Quality Circle Member made a presentation about Annual Quality Assurance Report for period 214-15. He also briefed the house about other



AQARs for various years presented at earlier meetings and the methodology which has been used to prepare and consolidate the reports. The house approved the reports and authorized the Chairman to take needful action with regard to submission to NAAC and uploading on the University web site.

Detail of IQAC Committee Meetings		
No.	Date	Venue
1	27/01/2012	Board Room, Vice Chancellor's Office
2	27/08/2012	Board Room, Vice Chancellor's Office
3	29/04/2013	Board Room, Vice Chancellor's Office
4	18/09/2014	Board Room, Vice Chancellor's Office
5.	18/04/2016 (current meeting)	Board Room, Vice Chancellor's Office

#### **4. RANKING REPORTS OF THE UNIVERSITY RELEASED MINISTRY OF HUMAN RESOURCE DEVELOPMENT, GOVERNMENT OF INDIA CONDUCTED UNDER THE NATIONAL INSTITUTIONAL RANKING FRAMEWORK (NIRF)**

The Director, IQAC presented report on the National Institutional Ranking Framework (NIRF) released by the Ministry of Human Resource Development (MHRD), Government of India. The NIRF-2016 ranking of Jamia Hamdard in the categories of Pharmacy and University were quite good; 3 and 18, respectively. The House was informed that it was the first ever ranking conducted by a Government Body such as National Board of Accreditation and methodology was very sound. For ranking in Pharmacy and University categories a total of 454 and 233, higher education institutes participated. Members lauded contribution of faculty, scholars and students in such a higher ranking. They also praised effective and dynamic leadership of the Vice Chancellor for his efforts in raising bar of the quality in all aspects of the University and research activities in particular. The house also appreciated IQAC and its team of young faculty who contributed to successful upload of data for NIRF. It was also observed that sustaining the high ranking brings in more responsibility in future will require high order of performance.

Members urged that Faculty of Management and Faculty of Engineering & Technology should make concerted efforts to improve their ranking, as Jamia Hamdard could not get any ranking in Management and Engineering.

The Vice Chancellor noted that under 'Perception' attribute Jamia Hamdard did not sufficient score and in fact under the University category it got 'zero' which affected ranking. Members observed that Jamia Hamdard has to undertake a serious PR exercise and invigorate Alumni activity.

## 5. ANY OTHER MATTER WITH PERMISSION OF CHAIR

i) The Committee perused a proposal on establishment of a 'Centre for Faculty Development' for continued teachers' education. The concept was approved in principle with the following suggestions.

- The proposal should initially be focused on limited number of subject areas and training modules.
- The proposer shall explore possibility for its funding from other sources such as UGC, AICTE etc.
- The following Committee shall look into the draft of the proposal and forward its suggestions to the Vice Chancellor.

- Prof. Asgar Ali, Dean, Faculty of Pharmacy	- Chairman
- Prof. Moinuddin, Dean Faculty of Engg & Technology	- Member
- Prof. Mohammad Miyan, Dean, Faculty of Management	- Member
- Prof. M.Z. Abdin, Head, Biotechnology	- Member
- Dr. Sanjula Baboota, Faculty of Pharmacy	- Member
- Prof. S. Raisuddin, Director, IQAC	- Member

- Director, IQAC shall convene the meeting and submit its recommendations.

ii). Director, IQAC informed the house that the University has successfully uploaded data for All India Survey of Higher Education (AISHE) 2015-16. The Chairman appreciated efforts of IQAC and AISHE team in uploading data to AISHE portal for last five years since 2011-12.

iii). While perusing SSR the Committee also approved the Vision and Mission of the University as follows and authorized the Vice Chancellor to take necessary step in this regard.

The University strives to work with the following **Vision**:

"To provide international quality higher education and undertake Cutting-edge Research in the fields of Natural Science and Technology and particularly promote study of modern and traditional, especially Unani, medicine systems, encompassing a holistic and integrative approach to healthcare and to meet societal education needs of underprivileged Indian communities."

Keeping the vision of Jamia Hamdard in view, its **Mission** is enumerated as under:

- a) To promote and advance the cause of higher education through modern methods of teaching and advanced research in such branches of knowledge as the Jamia Hamdard may continue to develop core-competence for and as



may be in consonance with the emerging needs of India in general and underprivileged communities in particular.


b) To co-operate, collaborate and associate with national and international organizations and institutions in any part of the world having mission wholly or partly similar to those of the Jamia Hamdard and as per the provision of the UGC regulations in place from time to time.

c) To provide avenues for higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit primarily at Under-graduate, Post-graduate and doctoral levels, fully conforming to the concept and idea of the University.

iv). It was observed that the University needs to prepare it well for the NAAC Peer Team. Efforts should be made at war footing level to improve infrastructure and outlook of the University. There is an urgent need to Improve the Library facilities and University Web site content. The Vice Chancellor urged Director, IQAC to get update from the team of the faculty members which has been entrusted with the responsibility of web site update and if required necessary orders may be issued in this regard. He was of view that NAAC Peer Team Members invariably look into the institute's web site and accordingly make perception about the University.


The Chairman appreciated valuable contribution from the External Members as well as those from Jamia Hamdard.

Meeting ended with vote of thanks the Chair.

 21/4/2016.  
(Prof. S. Raisuddin)  
Director, IQAC  
Member Secretary

May kindly be approved.

  
**Vice Chancellor**  
**Chairman**

 21/4/2016  
(S. Raisuddin)