

INTERNAL QUALITY ASSURANCE CELL (IQAC)
JAMIA HAMDARD, NEW DELHI – 110062

MINUTES OF THE IQAC COMMITTEE MEETING

A meeting of the IQAC Committee of Jamia Hamdard was convened on 27/01/2012 at 3:00 pm in the Board Room, Vice Chancellor Office, Jamia Hamdard.

Meeting was chaired by the Vice Chancellor and attended by the following members.

Internal Members

1. Prof. M.Z. Abdin, Faculty of Science
2. Prof. S. H. Ansai, Faculty of Pharmacy
3. Prof. T.A. Siddiqui, Faculty of Medicine (Unani)
4. Prof. Ranjit Biswas, Department of Computer Science
5. Dr. Farhan A. Jalees, Department Pharmaceutics
6. Dr. Kumar Suresh, Centre for Federal Studies
7. Dr. Manju Chhugani, Ruffaida College of Nursing
8. Dr. Shahnawaz Abdin, Department of Management

External Members

1. Dr. B.P. Sanjay, Vice Chancellor, Central University of Tamil Nadu
2. Dr. G.J. Samathanam, Department of Science & Technology (DST)
3. Dr. Bhawna Gulati, Quality Council of India (QCI)
4. Mr. Sirajuddin Qureshi, President, India Islamic Culture Centre & Managing Director, Hind Agro Industries Ltd.

Administration Members

1. Dr. Firdous A. Wani, Registrar
2. Mr. Saqib Aziz, Assistant Registrar (Academic)

IQAC

Prof. S. Raisuddin, Director, IQAC- Member Secretary

Dr. Girdhar Gyani and Dr. Altaf Lal could not attend meeting and sent e-mail about it.

The agenda was as follows.

- Approval of the minutes of the last IQAC Committee meeting, if any.
- Perusal of NAAC Peer Team Visit Report and its recommendations action plan for the same.
- Presentation by Director, IQAC on various quality initiatives and quality assurance reports.
- Perusal of feedback forms developed by the IQAC.

- Approval of quality initiatives taken by the University with regards to implementation of UGC Regulation 2010 and amendments, if any for promotion and recruitment of teachers and Regulation related to M.Phil./Ph.D. programme.
- Any other item with permission of the Chair.

The Vice Chancellor welcomed all the Members to the first meeting of the newly constituted Committee. He expressed hope that since in the Committee there is diversity in terms of fields expertise of members, Jamia Hamdard will be benefitted with their rich experience. He highlighted importance of IQAC in raising and sustaining quality standards at all levels of the University functioning. He also emphasized on the importance of participation of all stakeholders in quality activities.

Dr. B.P. Sanjay lauded role of Jamia Hamdard especially in the field of education in Pharmacy and stated that under the dynamic leadership of Dr. G.N. Qazi University shall progress leaps and bounds. Mr. Siraj Qureshi also recalled his long association with Jamia hamdard and hoped that Jamia Hamdard has a bright future. He however, pointed out that there is need to enhance visibility of the University and scope of improvement in presentation to public. Dr. Samathamam appreciated the contribution of Jamia Hamdard in research and hoped that current leadership will continue that mission.

After these introductory remarks agenda items were presented by the Director, IQAC.

1. APPROVAL OF THE MINUTES OF THE LAST IQAC COMMITTEE MEETING, IF ANY

There was no agenda in this regard.

2. PERUSAL OF NAAC PEER TEAM VISIT REPORT AND ITS RECOMMENDATIONS ACTION PLAN FOR THE SAME

The report and recommendation of NAAC peer team which visited Jamia Hamdard on 20-22 October 2010 was shared with the members and a presentation was made by the Director, IQAC on the same.

After detailed deliberations the following was resolved.

- Strengthening of Departments of Management and Department of Chemistry in terms of faculty and infrastructure will be taken on the priority basis.
- Automation of library services and overall improvement in library infrastructure will be taken up.
- Allocation of budget for research activities to be increased and some scheme of incentive for high quality research by faculty and scholars.
- Facilities at Central Instrumentation Facilities will be strengthened.
- Departments will be encouraged to undertake collaborative research.
- Departments shall be encouraged to submit UGC-SAP proposals for major funding.

- Upgradation of sports facilities and Gymnasium to be undertaken with appropriate budget provisions.

3. PRESENTATION BY DIRECTOR, IQAC ON VARIOUS QUALITY INITIATIVES AND QUALITY ASSURANCE REPORTS

Director, IQAC made a presentation on quality report of the University. Members appreciated these efforts and recommended that IQAC may be provided adequate administrative and financial support.

In this regard the Vice Chancellor informed that appropriated space has been allocated to IQAC and other support (manpower, budget) shall also be offered to make IQAC a viable centre.

4. PERUSAL OF FEEDBACK FORMS DEVELOPED BY THE IQAC

Director, IQAC shared the draft of Feedback forms. It was resolved that it will be shared with all the teachers, Heads of the Department and Deans of Faculty for their suggestions. Heads of the Department will be advised to involve students also in this exercise.

5. APPROVAL OF QUALITY INITIATIVES TAKEN BY THE UNIVERSITY WITH REGARDS TO IMPLEMENTATION OF UGC REGULATION 2010 AND AMENDMENTS, IF ANY FOR PROMOTION AND RECRUITMENT OF TEACHERS AND REGULATION RELATED TO M.PHIL./PH.D. PROGRAMME

Members appreciated and approved quality initiatives of the University with regard to recruitment and promotion of teachers on quality parameters which are some level above the UGC prescribed minimum standards. Members also appreciated efforts of the University in raising quality of Ph.D. programme.

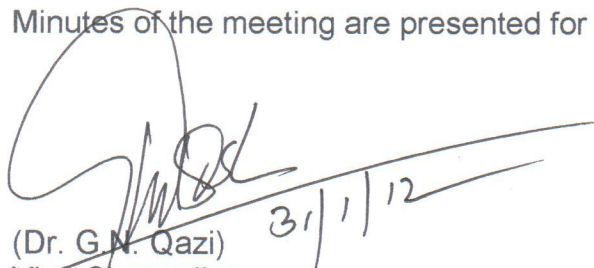
6. ANY OTHER ITEM WITH PERMISSION OF THE CHAIR


None.


(S. Raisuddin)

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Minutes of the meeting are presented for kind approval.


(Dr. G.N. Qazi)
Vice Chancellor
Chairman, IQAC Committee
31/1/12


(Prof. S. Raisuddin)
Director, IQAC
Member – Secretary

Dated: 31/01/2012

INTERNAL QUALITY ASSURANCE CELL (IQAC)
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July 12, 2012

The NAAC peer team visit report on Institutional re-accreditation of Jamia Hamdard in October, 2010 has made the following recommendations which need to be followed by the University for necessary action.

Section II : Criterion-wise analysis	
2.2.2 Catering to Diverse Needs	Bridge courses need to be extended to all courses
2.2.3 Teaching-Learning Process	Predominantly, 'Lecture' method followed
2.2.5 Evaluation Process and Reforms	<ul style="list-style-type: none"> Results declared within one month and degree certificate lack security features Facility for re-evaluation of answer scripts exists but photo copies not provided
2.4.3 Library as a Learning Resource	Library has institutional linkages with UGC-INFONET consortium, DELNET, which needs to be extended to all departmental libraries.
2.4.4 ICT as a Learning Resource	E-governance project is in progress.
2.5.3 Student Activities	No significant achievements in sports and cultural activities
Section III : Overall analysis	
3.2 Institutional Weaknesses	<ul style="list-style-type: none"> Sub-optimal use of ICT in the teaching-learning process Inter departmental collaboration in Research and Development activities is minimal
3.3 Institutional Challenges	<ul style="list-style-type: none"> Implementation of 'lab to land' programmes and translational R&D projects Development of a multidisciplinary campus with inter departmental collaboration
Section IV : Recommendations for quality Enhancement of the University	
<ul style="list-style-type: none"> Introduction of choice based credit system with credit transfer facility to facilitate horizontal mobility of students with vertical integration of knowledge. Establishment of exclusive University-Industry interaction centre as a statutory body with wholistic consultancy norms with administrative and financial autonomy. Modernization of both central and departmental libraries with functional IT connectivity coupled with skill building to maximize the library usage by students. Rejuvenation of the departments of Chemistry and Management with teaching programmes of modern needs and starting of new courses like Multimedia, Clinical Psychology, Human Genetics, applied statistics, besides rationalization of management department into a business school. Introduction of exclusive budget head for 'Research' by the University to provide for research starter grant, University research fellowships and to augment research equipment infrastructure for PG and Ph.D. students. To facilitate more number of departments to become eligible for UGC-SAP status and for Centres of Excellence by National and International funding agencies. Cross subsidized, skill based and employment oriented UG and PG programme for socially and economically weaker sections may be expanded. University level sophisticated instrumentation centre with high-end equipments and trained personnel to work in 24x7 time schedule catering to all the departments of the University. Augmentation of sports and cultural activities by engaging expert personnel. Establishment of University level Placement Cell and a provision for personal counselling of the students. 	

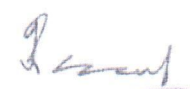
It is submitted here that in a meeting of IQAC Committee held on 27/01/2012, it was resolved that the suggestions of the NAAC peer team may be followed so that the deficiencies as pointed out may be rectified and the quality standards may be achieved as per the NAAC indicators.

In this regard necessary action taking directives may be issued to the concerned departments/sections.

Regarding recommendations for research activities the following is proposed for approval.

1. The departments may be encouraged to submit interdepartmental research proposals where at least one Principal Investigator is involved from other department/faculty (Action: All Deans and Heads of the Departments)
2. While budget allocation is being made for each department which has established itself as a research department besides teaching activities, a separate allocation may be made under the head 'Research'. The allocation made for research equipment and a portion (about 25%) of chemicals and consumables grant may be earmarked under the 'Research' budget head. (Action: Finance Officer)
3. A proposal regarding centralised Instrumentation Centre has already been submitted. Deans of faculty of Pharmacy and Science and further action is awaited. (Action: Deans, Faculty of Pharmacy and Science and Advisor (Research)).

This is for your perusal and approval please.


Dr. S. Raisudh
Director, IQ

Hon'ble Vice Chancellor

Recommendations are good and may be followed however a peer team may be suggested which should prepare a time bound action plan and budgetary requirement for the implementation. The academics component, Research, ICT, Library, Sports should find adequate representation in peer team or action group. The whole implementation should be treated as a mission to be completed within next 6 months.


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