

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

**MINUTES OF IQAC COMMITTEE MEETING
Date of Meeting – 19/07/2018 at 11.00 am
Venue: Board Room, Vice Chancellor's Secretariat**

A meeting of Internal Quality Assurance Cell (IQAC) Committee of Jamia Hamdard was convened on July 19, 2018.

The following were present.

External Members

1. Prof. B.P. Sanjay, Pro Vice Chancellor, University of Hyderabad
2. Dr. Davindar Gill, CEO, Hilleman Laboratoried Ltd.
3. Mr. R. Arora, Founder Wings Group

Members of Administration

1. Mr. S.S. Akhtar, Registrar
2. Mr. Mirza Vazir Hussain, Controller of Examinations

Faculty Members

1. Prof. M.A. Jafri, School of Unani Medicine Education & Research
2. Prof. J.K. Batra, School of Chemical & Life Sciences
3. Prof. Farhan J. Ahmad, School of Pharmaceutical Education & Research
4. Prof. Rambha Pathak, Hamdard Institute of Medical Medical Education & Research
5. Dr. Shibu John, School of Management & Business Studies
6. Dr. M. Shaharyar, School of Pharmaceutical Education & Research
7. Dr. Nudrat Moinee Rahman, School of Management & Business Studies

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

Prof. Ahmed Kamal, Pro Vice Chancellor - In Chair

Hon'ble Vice Chancellor was not available on the day. Therefore, in his absence, meeting was chaired by the Pro Vice Chancellor.

Few members from Jamia Hamdard and outside could not attend the meeting and sent their request for leave of absence by e-mail to Director, IQAC. The Chair granted them leave of absence.

At the outset Director, IQAC welcomed all the Members and requested the Chair to open the meeting with his remarks.

R. S. H.

Pro Vice Chancellor welcomed all the Members and especially thanked external experts for their time for this important activity. He also updated members about the efforts of Jamia Hamdard in creating an enabling research ecosystem on campus. He also informed the house about participation of Jamia Hamdard in various national and international ranking exercises.

Dr. Davinder Gill appreciated efforts of Jamia Hamdard in having collaboration with industry. He was of view that such collaborations should be more vigorously exploited for training of students and joint research activities.

Mr. R.P. Arora while appreciating the university for including him as 'Alumnus' member of the IQAC Committee reiterated that a strong alumni network needs to be evolved.

Prof. B.P. Sanjay who has been members of the IQAC Committee for many years spoke about the phenomenal progress made by Jamia Hamdard in those years and lauded the role of leadership in making Jamia Hamdard a place of quality research. According to him Jamia Hamdard has now good academic reputation which needs to be sustained.

Registrar who joined the university recently as Registrar also welcomed the members and thanked them for their time for Jamia Hamdard.

With the permission of Chair agenda items were presented and deliberated upon.

1. Approval of Minutes of the Last IQAC Committee meeting held on January 08, 2018.

It was resolved to approve the minutes as brought out. (Annexure - I)

2. Action taken report on the recommendations of NAAC Peer Team for 3rd cycle of accreditation

IQAC Director made a power point presentation on the Comments and Observations made by the NAAC Peer Team which visited Jamia Hamdard under the Chairmanship of Prof. R.K. Kohli, Vice Chancellor, Central University of Punjab, Bhatinda on 23-25 August 2017 (Annexure - II). Director, IQAC also presented an action plan to address the Comments and Observations made by the Peer Team. The CGPA score of 3.15 was not found to be satisfactory and accordingly university is mulling to present itself for re-accreditation to improve upon the grade and CGPA.

3. Academic and Administrative Audit (AAA)

The Director IQAC appraised on the matter of AAA and informed the house that it was a requirement of National Assessment and Accreditation Council

R. Kohli

(NAAC). Director, IQAC has written to NAAC seeking information on the AAA formats, if any. NAAC informed that there is no prescribed format.

Prof. B.P. Sanjay suggested that a 3-Member Committee may be constituted to perform AAA for each Department. One of the Member should a subject expert from other Institution to be nominated by the Vice Chancellor. Director, IQAC to be the Convener.

In this regard it was resolved that Director IQAC will develop format for AAA present in the next IQAC meeting.

It was also resolved that initially academic audit may be undertaken. Subsequently, auditing of other sections such examination, administration, and amenities may be undertaken.

It is proposed that this exercise will be undertaken with effect from Academic session 2019-2020 i.e. from July 2019.

Regarding Choice Based Credit System (CBCS) Prof. Sanjay suggested the following:

- a) University may constitute an Apex Committee for implementation of CBCS wherever applicable.
- b) The Committee will be required to develop template for CBCS and also guidelines booklet.
- c) Cross-discipline choices of papers/modules/credits should be encouraged time tables should be devised in a way that at students have no difficulty in attending classes of cross-discipline paper/module.
- d) A time table slab between 9-10 am and 4-5 pm at least two days in week is reserved for open elective/cross-discipline elective in each Department.

4. Report on NIRF ranking

The house noted with appreciation high ranking attained by Jamia Hamdard in NIRF ranking of 2018. It was a matter great satisfaction that for the first time in Medical category Jamia Hamdard which started medical education in modern medicine in 2012 nationally it attained 11th ranking and based on data it stood 3rd in Delhi behind AIIMS and ILBS. In case of Pharmacy ranking slipped to 2nd position for which house urged to take stock of the parameters so that rank 1 may be re-attained. Members appreciated efforts of Jamia Hamdard NIRF Team for its sustained efforts.

5. Grant of 12b status to Jamia Hamdard

Report of IQAC on the above subject was noted.

R. M.

6. Proposal for QS I-GAUGE rating for Jamia Hamdard

Proposal of Director, IQAC for enegagement with QS I-GAUGE for star rating was perused and approved for necessary action in this regard.

7. Annual Quality Assurance Report (AQAR)

Director, IQAC presented AQAR for 2016-17 and 2018-19. The same were approved for further necessary action.

8. Recognition of HIMSR by the Medical Council of India (MCI)

Noted.

Any other item(s)

1. Mr. R.P. Arora, Member from Industry and Alumni made observation that Jamia Hamdard students do not have adequate industry exposure. University needs to devise mechanism in this regard. He also proposed that a dissertation component may be considered at UG level, especially for students of Pharmacy stream.
2. Dr. Davinder Gill, Member from Industry also observed that passed out students should be industry-ready. They should also be familiar with latest development in industry and also the machines used in industry.
3. All the members emphasized on earliest implementation of Computerized Results and Student Feedback system.
4. Members also emphasized that mechanism should be in place to analyze 'learning outcome'.
5. All the members expressed concern about predatory journals and it was resolved that IQAC or Advisor (Research) should develop a robust Jamia Hamdard journal policy to curb this menace.
6. Members also emphasized that university may consider appointing part-time male and female counsellors for Indian and international Students. He/she should be other than Foreign Student Advisor and visit the campus at least twice a week.
7. An Orientation Programme for international students should be organized when admission process is over.
8. Jamia Hamdard may develop a roadmap as to where it would like to be in next 5 years with regard to national and international ranking (NIRF, THE and QS etc.).

Meeting ended with thanks to the Chair.


Prof. Ahmed Kamal
Pro Vice Chancel




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