

**Internal Quality Assurance Cell (IQAC)
JAMIA HAMDARD, NEW DELHI**

MINUTES OF THE IQAC COMMITTEE MEETING

Date of Meeting – 22/01/2025; Time – 11.00am

Venue: Business Centre Meeting Room, Scholars' House, Jamia Hamdard

PRESENT

Chairman

Prof. M. Afshar Alam, Vice Chancellor

Members

1. Dr. M.A. Sikandar, Registrar Member (category – senior administrative officer)
2. Mr Syed Saud Akhtar, CoE – Member (category – senior administrative officer)
3. Mr. Ashu Kumar, FO (off.) – Member (category – senior administrative officer)
4. Prof. Shahid Umar, SCLS –Member (category – teacher)
5. Prof. Shakir Ali, SCLS –Member (category – teacher)
6. Prof. M. Shahar Yar, SPER Member (category – teacher)
7. Dr Parul Agarwal, SEST– Member (category – teacher)
8. Dr. Kalpana Zutshi, SNSAH – Member (category – teacher)
9. Dr. Shazia Jilani, SUMER – Member (category – teacher)
10. Dr. Sadaf Siraj, SMBS – Member (category – teacher)
11. Dr. Shikha Gera, SMBS – Member (category – teacher)
12. Mr. Suraj Kumar, Ph.D. Scholar- Member (category - student)
13. Prof. V.K. Jain, Former Vice Chancellor, Tejpur University, Assam- (category- external member)
14. Prof. Rizwanul Haque, Member (category – alumni)
15. Mr. Azhar Ali Khan, Member (category – local trust/society)

Special Invitee(s)

1. Dr Syed Ikmal Murtaza, Consultant IQAC, Jamia Hamdard

Member-Secretary

Prof. S. Raisuddin, Director IQAC

Prof. Pawan. K. Dhar, JNU, New Delhi – External Member, Prof. Zeba Shamim Jairajpur, HIMSR, Dr. Sanchit Sharma and Mr. Mahtab Alam could not attend the meeting and were granted leave of absence by the Chairman.

With the permission of the Vice Chancellor, the Director, IQAC initiated the meeting and welcomed all the members to the meeting and requested the Chairman to allow to open the meeting and address the house.

The Vice Chancellor welcomed all the members. The Chairman and the members of the IQAC Committee greeted and congratulated Prof. S. Raisuddin, for his appointment as the Dean

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(Academics), Prof. Shakir Ali as the Director, Research & Development Cell and Prof M. Shahar Yar as the Chief Proctor. He also informed that a new Dean of HIMSR (Prof. Sudhir K. Jain) has been appointed. He also informed that the government has constituted a team of Comptroller & Auditor General (CAG) to undertake audit of the university by March 31, 2025. House was informed by the Vice Chancellor that Convocation for the main and Kannur campuses will be held shortly and efforts are on to seek consent from the Hon'ble Union Minister of Education Shri Dharmendra Pradhan to be the Chief Guest. He also informed that very eminent persons from academia, industry, bureaucracy and public service sector are keen to join Jamia Hamdard as Professor of Practice (PoP). He sought support from all stakeholders in strengthening the quality culture in Jamia Hamdard and observed that the IQAC has critical role in this endeavor.

Subsequently, the Director IQAC presented the agenda through a power point presentation. There was a detailed deliberation on each agenda item and the following was resolved.

1. Confirmation of minutes of the last meeting held on 29/05/2024

The minutes of the meeting of IQAC held on 29/05/2024 and the action taken report (ATR) were perused and approved as brought out in the meeting. The Chairman directed that the same may be uploaded on the Jamia Hamdard web site. (Annexure I and II)

2. Institutional Development Plan (IDP)

Director IQAC informed that a Committee has constituted for preparing the Institutional Development Plan (IDP) of Jamia Hamdard. He informed that a meeting of the Committee has been held on 16th January 2025 the first draft of the IDP prepared per the UGC guidelines has been perused. Prof. V.K. Jain suggested that the Committee may involve all Dean of the Schools and other stakeholders at some stage in the preparation of the IDP. This suggestion of Prof. Jain was appreciated by all the members.

3. Perusal of various MoUs signed by Jamia Hamdard

During the period Jamia Hamdard has signed twelve national and one international Memorandums of Understanding (MoUs) with reputed organizations/institutions of higher learning. The details are presented hereunder.

International MoUs

Sl. No.	Name of Organisation/Institution/Industry	Date of Signing of MOU	Tenure
1	Faculty of Pharmacy, Philips University of Marburg, BiegenstraBe, Germany	19.08.2024	03 Years

National MoUs

Sl. No.	Name of Organisation/Institution/Industry	Date of Signing of MOU	Tenure
1	Nurture Life and Mental Health Club, Lucknow	15.05.2024	03 Years
2	Indian Council of Medical Research (ICMR), New Delhi	08.05.2024	
3	The Advertising Standards Council of India (ASCI), Mumbai	03.05.2024	03 Years

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4	Noor International Microfilm Centre (NIMS) Iran Culture Centre, The Embassy of Islamic Republic of Iran, New Delhi	09.05.2024	02 Years
5	Media and Entertainment Skills Council (MESC), New Delhi	10.05.2024	05 Years
6	Academy of Organization Development, A Unit of OD Skill Development Academy Pvt. Ltd. (AOD- ODSDAPLPL, Ghaziabad	11.07.2024	05 Years
7	INCLIN Trust International, New Delhi	01.07.2024	05 Years
8	Banarsidas Chandiwalla Institute of Physiotherapy, New Delhi	03.10.2024	05 Years
9	Tabish Sarosh & Associates, Delhi	05.11.2024	05 Years
10	Miranda House College, Delhi University, Delhi	31.12.2024	05 Years
11	Sir Syed Institute of Para Medical Sciences, Badaun	23.12.2024	05 Years
12	Indian Pharmaceutical Association, Delhi	26.12.2024	05 Years

The Vice Chancellor highlighted the advantages of these MoUs that has helped Jamia Hamdard to improve its perception level among all stakeholders. Members observed that there should a mechanism to measure outcome of these and other MoUs signed by Jamia Hamdard. A MoU should not be merely a piece of paper.

4. Perusal of induction of Adjunct Faculty

A) The following scientists and professionals are proposed to be inducted as Adjunct Faculty/Professor.

Sl. No	Name and affiliation	Proposed designation
1	Ms. Mehrunnisa, Faculty of Obstetric & Gynaecological Nursing, College of Nursing, Majmaah University, Kingdom of Saudi Arabia	Adjunct Faculty in Nursing in the School of Nursing Sciences and Allied Health (SNSAH)
2	Dr. V.P. Sharma, Chief Scientist & Professor, Academy of Scientific & Innovative Research [AcSIR] at CSIR-Indian Institute of Toxicology Research, Lucknow	Adjunct Professor in the Department of Medical Elementology & Toxicology, School of Chemical and Life Sciences (SCLS)

Members perused their CVs and relevance to the research and academic programmes of the proposer Department/School and approved their induction of Ms. Mehrunnisa and Dr. V.P. Sharma as Adjunct Faculty and Adjunct Professor, respectively. Office of the Registrar shall issue an order in this regard.

B) The following industry experts are proposed to be inducted as Adjunct Professors in the Department of Translational & Clinical Research, SCLS. The names of the following persons have already been considered in the Standing Committee of Academic Council at the 169th meeting held on 20th September 2024. The matter is taken up for the vetting of these names through proper channel i.e. through Director IQAC/R & D Cell.

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Sl. No	Name and affiliation	Proposed designation
1	Dr. Shoibal Mukherjee Director, Medanta Hospital, Gurugaoan	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
2	Dr. Suparno Chakraborty Head, Department of BMT and Hematology Dharamshila Narayana Superspecialty Hospital, New Delhi	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
3	Dr. Arshad Khuroo Head, Bioavailability & Bioequivalence, Pharmacovigilance Sun Pharmaceuticals Industries Ltd., Gurgaon	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
4	Dr. Ankur Arora Pharmacovigilance Sun Pharmaceuticals Industries Ltd. Gurgaon	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
5	Dr. Vivek Ahuja Senior Vice President – Global Delivery Excellence, Strategy & Growth Eversana, Guragaon	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
6	Dr. Retesh Bhumbak Global Head Pharmacovigilance Pharmacovigilance, Sun Pharmaceuticals Industries Ltd., Gurgaon	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
7	Dr. Sarita Rani Program Director Dharamshila Narayana Super-speciality Hospital, New Delhi	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
8	Dr. Sudarshan Kumar Deputy General Manager- Clinical Pharmacokinetics, Pharmacovigilance, Sun Pharmaceuticals Industries Ltd., Gurgaon	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)
9	Dr. Manoj K Das Director Projects International Clinical Epidemiology Network INCLEN International, New Delhi	Adjunct Professor in the Department of Translational & Clinical Research, School of Chemical and Life Sciences (SCLS)- Renewal Case

Members perused their CVs and relevance to the research and academic programmes of the proposer Department/School and approved their induction as Adjunct Professor. It was also noted that all of them are from industry and they will bring value to the Department. Office of the Registrar shall issue an order in this regard.

5. Current ranking status

Director IQAC informed the house about status of Jamia Hamdard in various national international ranking.

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NIRF 2024: The Ministry of Education has announced the National Institutional Ranking Framework (NIRF) 2024 on 12th August 2024. The comparative ranking status of last three years in various categories is as follows.

Category	2024	2023	2022
Pharmacy	1	2	1
Management	78	96	100
Medical	37	29	33
University	40	49	33
Overall	62	78	74

Jamia Hamdard reclaimed its No. 1 ranking in Pharmacy and also improved its ranking in the Overall, University and Management categories.

THE Ranking 2025: World University Ranking – 801-1000

US News Best Global Universities

Category	2024
Global	1132
Asia	366
India	27
Subject Ranking	Biology-432, Biochemistry-432 Pharmacology -80 Toxicology –80 Chemistry - 1081

The house congratulated the leadership of Jamia Hamdard and IQAC for their efforts and improving and sustaining rankings of Jamia Hamdard. Prof V.K. Jain suggested that these achievements must be displayed on the official website of Jamia Hamdard as a flash news. He also suggested that Jamia Hamdard should capitalize on its higher ranking.

6. Perusal of the status of data submission for All India Survey on Higher Education (AISHE) 2023-24

Director IQAC informed the house that the data submission on All India Survey on Higher Education (AISHE) has already been initiated and. The last date of data submission is 15th February 2025. The Director IQAC assured the Committee that task will be completed within the given timeframe.

7. Perusal of Annual Quality Assurance Report (AQAR) for 2023-24

Director IQAC informed that the IQAC has successfully submitted AQAR for the session 2023-24 on the NAAC portal. The draft copy was presented in the meeting for perusal and approval. The Committee approved the AQAR and appreciated efforts of IQAC for its timely submission.

8. Perusal of a journal proposal for inclusion in the UGC-CARE list

The IQAC committee perused and approved the following journal for consideration for inclusion in the UGC-CARE list through the IQAC of Jamia Hamdard.

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- a) Name of journal: Journal of Laboratory Animal Science (ISSN – 2583-9365)
- b) Publishers: Laboratory Animal Scientists Association (LASA)
- c) Starting year of publication – 2014

Proposer from Jamia Hamdard is Prof. S. Raisuddin, Dean, ~~School of Chemical and Life Sciences (SCLS)~~ ^(Academics). The Committee members observed that the journal is published by a reputed scientific Society/Association and the Editorial Board is comprised of scientists of good standing. Therefore, it has recommended for inclusion in the UGC-CARE list of journals.

IQAC will take necessary action in this regard.

9. Administrative audit of units/sections

The academic audit of all the Schools has been completed in the first phase. In the second phase IQAC coordinated the Administrative Audit of the following Sections of the university which are responsible for providing support to students was conducted.

Sl. No.	Department/Section	Date of audit	External expert
1	Examination Process	May 28, 2024	Prof. Sajid Jamal Ex CoE, MANUU, Hyderabad, currently at the Department of Education, AMU, Aligarh
2	Student Support Services	July 24, 2024	Prof Mradula Gupta Joint DSW, Delhi University, Delhi
3	Library and Information Services	August 29, 2024	Dr Seema Chandhok Dy. Librarian IGNOU, New Delhi

The Audit Committee submitted the reports and recommendations to the Director, IQAC which were approved by the Hon'ble Vice Chancellor and shared with the concerned Department/Office for needful action. The IQAC Committee also perused those reports and approved for needful action by the concerned Section/Unit.

The process of Administrative Audit of the following support service Sections of Jamia Hamdard will be undertaken in the third phase of the Academic and Administrative Audit (AAA) by involving external experts from the respective fields of specialization.

- a) Engineering & Maintenance Services
- b) Establishment Section
- c) Purchase Section

10. Other observations and suggestions

A. Use of official Jamia Hamdard website

The Vice Chancellor informed the house that new website of Jamia Hamdard i.e www.jamiahamdard.ac.in has been launched. However, the old website- www.jamiahamdard.edu will also be active for some time as most the data submitted to NAAC are available on the links provided to www.jamiahamdard.edu It will be phased out gradually.

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It was stressed that content of the web site needs to be regulated as any wrong or misleading information may damage reputation of the institution. Nobody can upload or change the content of the official website of Jamia Hamdard without the permission of Registrar, Jamia Hamdard. The Registrar was requested to issue an official order in this regard and constitute a Committee which vets the existing content on the website and also that is being requested for uploading on the new website.

Prof. Jain suggested that monthly event calendar of events at notable venues of Delhi such as India International Centre (IIC), India Habitat Centre (IHC), India Islamic Cultural Centre (IICC), Kamani Auditorium and others may be placed on the Jamia Hamdard web site so that interested faculty members and students participate and contribute to perception building.

B. Establishment of a Centre of AI in Interdisciplinary Studies

Prof. Rizwanul Haque suggested that an orientation programme on research project writing may be organized for faculty members. Director IQAC/Dean (Academics) informed that a 'Workshop on Tips for Writing a Research Proposal' has been organized for the young faculty from Health and Biomedical Science background by his Office on January 20, 2025. In this workshop two senior officers having experience of working at funding agencies – Dr. G.S. Toteja, former Additional Director General, ICMR and Prof. S.N. Das, formerly at the Department of Biotechnology, AIIMS and Advisor, DBT, Government of India served as the resource persons besides Prof. S. Raisuddin, Dean (Academics) and Director R&D Cell.

Prof Rizwanul Haq also suggested to establish a Centre for AI activities with an interdisciplinary approach in the university. In this regard the Vice Chancellor was requested to constitute a small committee for preparing a proposal.

C. UGC Affairs Section

Prof. V.K. Jain suggested that a UGC Section may be created in Jamia Hamdard to deal with correspondence and regulations of UGC. He was view that in view NEP2020 UGC is very proactively issuing guidelines and regulations at regular intervals. Therefore, this Section will play a crucial role. The Vice Chancellor accepted this suggestion and recommended that the proposed Section/Division may be created in the Office of the Dean (Academics).

D. Invited lectures by distinguished persons

It was proposed to start invited lecture series from distinguished persons from various fields – academia, industry, social sectors and government sectors. The Director IQAC informed that previously lectures were organized under "Distinguished Lecture Series". It was resolved to reactivate this practice. The Office of Dean (Academics) was requested to take necessary action in this regard.

E. Library updates

The Director IQAC who is also the Chairman of the Library Advisory Committee informed the house that the University Library will migrate to KOHA platform from the Libsys, as KOHA is almost free of cost and several reputed libraries have been using it for library management.

The Vice Chancellor stressed that students and staff should visit library so that the footfall increases. It was also recommended that the University Librarian may be invited to IQAC Committee meetings as a 'Special Invitee'.

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F. Report on the bilateral series T20 Wheelchair Cricket Match

A bilateral wheelchair cricket match was held at Jamia Hamdard on December 15, 2024. The match was organized by Neuroaid and Research Foundation (NRF). Ten students of MPT (1st and 2nd Year) were posted as field physiotherapists in this event. They were given the opportunity to work with Neuroaid and Research Foundation and assist the players. The house appreciated the program coordinator Dr Kalpna Zutshi and her team for their contribution.

G. Report on the participation of Jamia Hamdard Physiotherapy Team at KHO-KHO World Cup

A team of 22 physiotherapists from Jamia Hamdard provided support to the Kho Kho World Cup held in New Delhi on January 11-19, 2025. The Nodal Officer of the team was Dr. Kalpana Zutshi, Associate Professor, Department of Physiotherapy, School of Nursing Science & Allied Health, Jamia Hamdard. The event held under the aegis of the Indian Olympic Association (IOA), and featured 20 men's and 19 women's teams from countries such as Brazil, Iran, Nepal, Ghana, South Africa, Bhutan, Peru, Argentina, Netherlands along with host India. The house appreciated the efforts of Department of Physiotherapy in this activity.

H. A cricket match between VC XI and Registrar XI

Prof Jain suggested that there should be participation of faculty, staff and their families in sports events in order to encourage students. He suggested that a cricket match between VC XI (faculty as team members) and Registrar XI (non-teaching staff as team members) may be organized on the occasion of Republic Day, Independence Day or Founder's Day. Such activities will reflect the inclusiveness policy of Jamia Hamdard.

The meeting ended with thanks to the Chair.

Minutes were circulated to members through e-mail for comments and approval. Few Members commented and their comments were incorporated.

R. S. M.

Prof. S. Raisuddin

Minutes may kindly be perused and approved.

R. S. M.

(Prof. S. Raisuddin)

Director IQAC

Vice Chancellor

Approved
M. Afshan Alam
18.2.25



Prof. (Dr.) M. Afshan Alam
Vice-Chancellor
Jamia Hamdard
(Deemed to be University)
Hamdard Nagar, New Delhi-110062

Director
Internal Quality Assurance Cell
(IQAC)
Jamia Hamdard
New Delhi - 110062