



**HIMGIRI ZEE UNIVERSITY**  
**2<sup>nd</sup> Internal Quality Assurance Meeting (2022-2023)**

The second meeting of IQAC (2022-2023) was held on dated 27/06 /2022 at 11:00 AM in the conference room, FB- I First Floor in blended mode.

Following members were present in the Meeting:

S. No.	Name of the Committee Members		Status
1.	<b>Chairperson</b>	Prof. B. S. Nagendra Parashar (Vice Chancellor)	Present
2.	<b>Director IQAC</b>	Prof. (Dr.) Manish Sharma	Present
3.	<b>Faculty Members</b>	Dean, Research	Present
		Dean of the Schools.	Present
		Controller of Examinations	Present
		Ms. Stuti Rawat, Assistant Professor, School of Education and Humanities	Present
		Dr. Abha Sharma, Assistant Professor, School of Business Studies	Present
		Dr. Gideon Synrem, Assistant Professor, School of Agriculture, Forestry and Fisheries.	Present
		Mr. Ashok Kumar, Assistant Professor, School of Pharmaceutical Sciences.	Present
	Dr. Bhopal Singh Rawat, School of Education and Humanities	Present	
4.	<b>From the Management</b>	Mr. Sushant Mohan, Essel Group.	Leave of Absence

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5.	Nominee from Employers/Industrialists/ And Stakeholders External Experts	<b>Dr. Alok Sagar Gautam,</b> Assistant Professor, Dy. Director-Internal Quality Assurance Cell (IQAC), Department of Physics, HNB Garhwal University, Srinagar, Garhwal Uttarakhand.  <b>Shri. Ajay K. Rawat</b> General Manager-Quality Excellence and Lean Six Sigma CI at GROZ ENGINEERING TOOLS (P) LTD. Delhi, India.	Present
6.	<b>Sr. Administrative Officers</b>	Prof. R. Nessamorthy ( Registrar)	Leave of Absence
		Director- Training & Placement	Present
		Ms. Hina Dora ( Librarian, Central Library, HZU)	Present
		Head-Human Resource	Present
7.	<b>Nominee from Local Society, Students and Alumni</b>	Ms. Meetasha Kaushik, Ph.D. Research Scholar, HZU	Absent
		Ms. Harshita Chauhan, MBA, III SEM.	Absent
		Mr. Sahil Chaudhary, Alumni-School of Hotel and Hospitality Management.	Absent
		Mr. Ankur Sharma, B. Pharma, Final Year	Present

### Discussed Agendas:

- Confirmation of Agendas of first IQAC meeting.

### Proposed Activities under Criterion 1

- To successfully implement the OBE system in all the Programs of the University.
- Implementation of Value Added Courses as per the approved Guidelines.
- Framing of Feedback Policy and capturing mechanism for all Stakeholders

### Proposed Activities under Criterion 2

- Coordinate with Schools to organize special programs to cater slow and advance level students and maintaining the records.
- To implement the effective Mentor-Mentee schemes to address academics and students psychological issues through maintaining proper records.

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- To finalize the Centralized Examination Manual and its implementation
- Confirmation of creation of HZU Email IDs of students for Feedback Survey.

### **Proposed Activities under Criterion 3**

- Establishment of Institution's Innovation Council (IICs) in the University for Research based eco system.
- Implementation of Key Result Area (KRA) of the Schools in line with NAAC expectations.
- To sensitize the Schools to create the Google Scholar and Research Gate IDs for all faculty members.
- To propose the teaching-assistant ship/scholarship for full-time Ph.D. scholars.

### **Proposed Activities under Criterion 4**

- To ensure the accessibility and availability of **adequate facilities** (examples: Classrooms, laboratories, ICT, smart class, LMS, etc.) for teaching learning process in different schools through the coordination of school deans/associate deans/HODs.
- Ensuring the facilities for e-content creation and other resource development i.e. Lecture Capturing System, Business Lab, Research/Statistical database.
- To ensure and establish the system and procedure for maintaining physical, academic and support facilities like ; laboratory, library etc.

### **Proposed Activities under Criterion 5**

- To initiate Capacity Development & Skills Enhancement Initiatives in all schools under: Soft skills Language and communication skills
- Life skills (Yoga, physical fitness, health and hygiene) Awareness of trends in technology
- To establish the Women Empowerment Cell in HZU to take care about the gender sensitization related issues and wide awareness.
- To develop the HZU Alumni Connect Mechanism in coordination with coordinator-Alumni.

### **Proposed Activities under Criterion 6**

- To ensure the deployment of prospective and strategic Plan of HZU in the guidance of Hon'ble Vice Chancellor, HZU.
- To develop the standard mechanism for promoting the participation of HZU faculty to attend various workshop, seminar, conference etc.
- To encourage and motivate the Schools & Departments of the University to conduct Professional development and administrative training for faculty & non-teaching staff on regular basis.

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*[Handwritten Signature]*  
21/02/2020

## Proposed Activities under Criterion 7

- Developing a mechanism to track and maintain records of various national and international commemorative days, events and festivals at centralized and departmental level for upcoming semester as per the circulated Academic calendar-2023-2024.
- Identification and implementation of two best practices by School Deans.

## Suggestion/Recommendation

After the commencement of the meeting, all IQAC criteria coordinators corresponding to NAAC seven criteria have shared their proposed activity plans, with the University IQAC members and external experts. The Hon'ble Vice Chancellor and other present members gave several recommendations and suggestions.

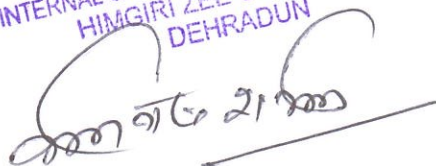
**Criteria 1:** Ms. Stuti Rawat (Coordinator criteria 01) shared the significance of Outcome Based Education (OBE) to impart desirable skills and knowledge to the HZU students to which Honorable Vice chancellor suggested to organize continuous workshops and training for all of the faculty members to make them familiar with the OBE system. In the first phase, it was decided to schedule the round table discussion on OBE concept with all schools members.

**Criteria 2:** Dr. Abha Sharma (Coordinator criteria 02) proposed the plan of implementation of some of the policies and guidelines related to Slow Learner and Fast Learner, Mentor-Mentee and the Examination manual in the university system. Honorable Vice Chancellor, HZU has given major emphasis to prepare the brief description on the Slow Learner and Advance Learner concept and its proper implementation in the university system. He has also suggested covering student's performance on 360 degree.

**Criteria 3:** Dr. Gideon Synrem (Coordinator criteria 03) presented the requirement of the best practices in the HZU related to the research and Innovation based eco system. It was also proposed to implement the concept of goal sheet aligned with NAAC targets. Hon'ble Vice Chancellor, HZU given his recommendation for this.

**Criteria 4:** Ms Hina Dora, Librarian, Central Library (Coordinator criteria 04), brief proposed activities of her criteria. Focus should be done on adequate facilities (examples: Classrooms, laboratories, ICT, smart class, LMS, etc.).

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**Criteria 5:** Mr. Ashok (Coordinator criteria 05), briefed regarding the establishment of Career Counseling and Wellness Cell in the University and further requested everyone to create an awareness regarding the same amongst the students.

- ❖ The members-IQAC requested conducting various activities at the University level pertaining to Career Counseling and timely submission of the report to IQAC.
- ❖ The IQAC suggested to Mr. Ashok to discuss with Dean-School of Legal Studies and School of Education and Humanities to move ahead to establish the Women Empowerment Cell and its guidelines in HZU.
- ❖ The Internal Quality Assurance Cell, HZU requested to Coordinator-Alumni Cell to update about the creation of webpage for Alumni portal, total number of registrations.
- ❖ For the wide reach to Alumni, the suggestion has been given to all School Deans to conduct the School level Alumni Meet in digital mode, too.
- ❖ The committee suggested involving HZU Alumni in various guest lecture, seminars, expert talk etc. through sharing their experience with existing students.

**Criteria 6:** Dr Bhopal Singh Rawat (Coordinator criteria 06), brief proposed activities of his criteria. Honorable Vice Chancellor, given his consent to move ahead through preparing standard mechanism and procedure in various areas.

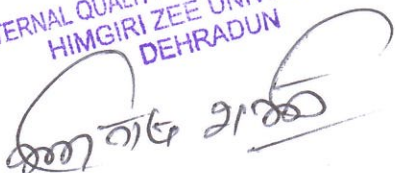
**Criteria 7:** As the criteria 07 member needs to be identify so in view of this honorable Vice Chancellor suggested to Ms Swati Duggal, HR, HZU to kindly look into this and do the needful as soon as possible.

**Key Suggestions:**

- ❖ The Honorable Vice Chancellor, HZU suggested team IQAC to schedule an internal verification audit to check the progress status of first AAA-Academic Audit.
- ❖ The Vice Chancellor, HZU suggested to core IQAC team to update about all of the progress of the presented agenda on regular basis.
- ❖ The Vice Chancellor, HZU congratulated all of the IQAC members for the successfully conduct and completion of the meeting. He also thanked the experts for their kind presence.


At the end of the meeting, Director IQAC requested to all HODs/Deans to approach core IQAC team for any clarification and support required concerning the initiative of quality improvement activities in the University. He also thanked to all present members for their valuable suggestions.

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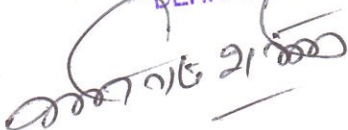
The meeting concluded with the note that the above-mentioned points will be taken up with the concerned for follow up action and improvement.

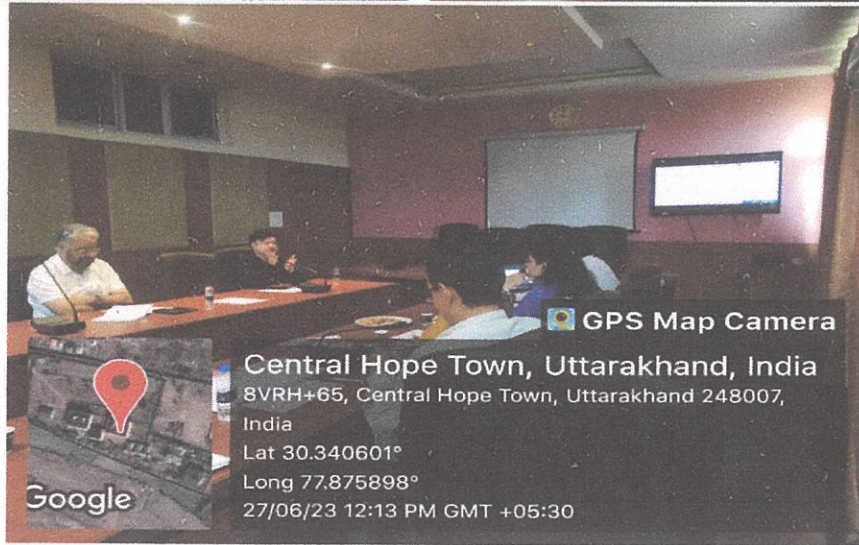
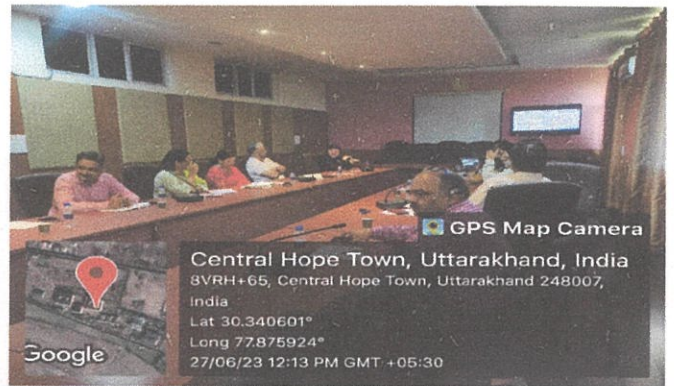
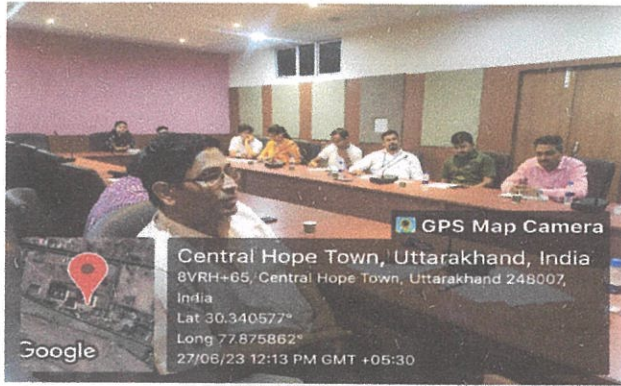
The meeting ended with vote of thanks by Director IQAC to the Chair, Deans, IQAC members, external experts, student's member and all member present.

  
04/07/2023  
**Prof. (Dr.) Manish Sharma**  
**Director IQAC, HZU**

  
**Prof. (Dr.) B. S. Nagendra Parashar**  
**Vice Chancellor, HZU**

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## Himgiri Zee University, Dehradun

[Estd. Under Uttaranchal State Act. No. 17, 2003. Approved by UGC Under Sec.2(f)]

2<sup>nd</sup> Meeting (Hybrid Mode) of IQAC

Academic Year 2022-23

27 June 2023

Time: 11:00 am

S. No.	Name	Designation	Signature
1.	B.S. Nagambra Doshi	VC	B.S. Doshi
2.	Jasjit Singh Mahra	Director-Plants	Jasjit Singh
3.	Dr. Suresh Pandey	Dean/Incharge	Suresh Pandey
4.	Dr. Manish H. Sen	Associate Dean	Manish H. Sen
5.	Anurag Kumar	COE-IC	Anurag Kumar
6.	Jai Jayant	Assistant Prof.	Jai Jayant 27/6/23
7.	Dr. J.N. Singh	Asso. Prof.	J.N. Singh
8.	Dr. Ajay Chauhan	Assistant Professor	Ajay Chauhan
9.	Suchda Gera	Associate Dean	Suchda Gera
10.	RITESH CHAUDHARY	Associate Professor	Ritesh Chaudhary
11.	Dr. Deepak Vardola	Dean-Pharmacy	Deepak Vardola
12.	Swati Deyal	HR	Swati Deyal
13.	Dr. Sharad Pandey	Professor	Sharad Pandey
14.	Dr. Bahupal S. Rawat	Assistant Prof.	Bahupal S. Rawat
15.	Mr. Ashok Kumar	IQAC member	Ashok Kumar
16.	Dr. Gideon S. Synon	IQAC member	Gideon S. Synon
17.	DR. ANITA SHARMA	I.Q.A.C Member C-II	Anita Sharma
18.	Shilpa Rawat	IQAC Member CR-I	Shilpa Rawat
19.	Prof. Manish Sharma	Dir-IQAC	Manish Sharma

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2023/06/27