



Minutes of the Meeting

The IQAC held the 10th Annual Meeting of IQAC on Monday 18th March, 2024, at 11 am in the Conference Hall First floor, Administrative Building, MANUU Campus.

The following members attended the meeting.

| S.No. | Name and Designation | |
|-------|---|-----------------|
| 1. | Prof. Syed Ainul Hasan, Vice Chancellor | Chairperson |
| 2. | Prof. Shugufta Shaheen, OSD-1 | Member |
| 3. | Prof. Siddiqui Mohd. Mahmood OSD-2 | Member |
| 4. | Dr. Md. Zair Hussain, Controller of Examinations | Member |
| 5. | Dr. Akhtar Parvez, Librarian | Member |
| 6. | Prof. Mohd Razauallah Khan, Director, DDE | Member |
| 7. | Prof. M Vanaja, Director, Directorate of Admissions | Member |
| 8. | Prof. Abdul Wahid, Professor, CS&IT | Member |
| 9. | Dr. Mohammad Yousuf Khan, Incharge, Placement & Training | Member |
| 10. | Dr. Sameena Basu, Associate Professor, DDE | Member |
| 11. | Dr. Ira Khan, Assistant Professor, School of Sciences | Member |
| 12. | Prof. Syed Najmul Hasan, Dean Alumni | Member |
| 13. | Mr. Mohammed Samiullah, COO, Solutions3X US Healthcare Organization | Member |
| 14. | Dr. Rama Kondapalli, Advisor, IQAC | Member |
| 15. | Mr. Syed Zabiullah Hussaini, Deputy Advisor, IQAC | Special Invitee |
| 16. | Dr. A. Subash Assistant Advisor, IQAC | Special Invitee |
| 17. | Mr. Mohd. Yousuf Assistant Advisor, IQAC | Special Invitee |
| 18. | Dr. Aman Ubaid Nodal Officer DDE, IQAC | Special Invitee |
| 19. | Prof. Salma Ahmed Farooqui, Director, IQAC | Member/Convener |

Following Members could not attend the meeting due to their pre-occupation:

Prof. Sk. Ishtiaque Ahmed, Registrar, Finance officer / Representative, Dr. Syed Alim Ashraf, Professor, Arabic, Dr. Parveen Jahan, Professor, Zoology, Dr. Danish Moin, Professor, History, Dr. Firoz Alam, Associate Professor, Urdu, Dr. Jarrar Ahamad, Assistant Professor, Alumni, Mr. Abul Bashr, Student, Mr. Manuel Fernandes, HR, Atos, Mr. Dundigalla Krishna Kishore, Zonal Head, TCS iON, Mr. Praveen Chandras, and Secretary, Swecha(NGO).

At the beginning, the Hon'ble Vice Chancellor addressed the members and advocated collective decision making and involvement of faculty members for developing a conducive environment in the University. He acknowledged the contribution of IQAC in getting A+ Grade from NAAC and subsequent Graded Autonomy from UGC. He welcomed Prof. Salma Ahmed Farooqui as Director IQAC and the newly constituted IQAC Team and thanked Prof. Rama Kondapalli, for her contribution to IQAC and MANUU, and he looks forward to Prof. Rama Kondapalli's continued affiliation with IQAC as Advisor.



Following are the IQAC Team members:

- Mr. Syed Zabiullah Hussaini, Deputy Advisor, IQAC
Mr. Mohd. Habeeb Khan, Deputy Advisor, IQAC
Dr. A. Subash Assistant, Advisor, IQAC
Mr. Mohd. Yousuf, Assistant Advisor, IQAC
Dr. Aman Ubaid, Nodal Officer DDE, IQAC

The following items were discussed and the decisions, and action points arising from the 10th IQAC meeting:

Item No. 1: Confirmation of the Minutes of 9th meeting of IQAC held on 5th April 2023.

The minutes of 9th meeting of IQAC were confirmed.

Item No.2: Reporting on submission of the Reports/Data to the Administrative and Statutory Bodies (Annual Report, AQAR, and NIRF).

Prof. Rama Kondapalli thanked the Hon'ble Vice Chancellor for the support extended in strengthening the IQAC by appointing a working team. Reporting on the details of the three reports submitted i.e Annual Report to Ministry of Education, Annual Quality Assurance Report (AQAR) to NAAC and the NIRF, she briefed about the recent initiatives of the government like 'One Nation One Data' and the need to maintain consistency in the data and information being submitted to various agencies. Referring to the issues observed while preparing the above reports, despite several conferences and outreach activities being held at the University, data related to publications, reports of conferences and seminars, outreach activities etc. are not being received at IQAC.

After detailed discussions on the issue, the Vice Chancellor instructed IQAC to write a letter to all Deans, HoDs and Directors to submit the reports of conferences, seminars and events held at their respective departments within a week of completion of the event to IQAC and all backlog for the current year should be sent immediately. He also instructed to make it mandatory on the part of departments to submit the reports of all events as decided above to IQAC, failing which the finance department shall not settle the Account. This clause also should be included in the sanction letters/approval letters to be issued henceforth.

Item No.3: Establishing/Review of the roles and responsibilities of the Faculty / School / Department Quality Assurance Cell.

Discussing the need for a participatory approach engaging all the departments and off campuses of the University, there needs to be one department coordinator from each department for IQAC. The department coordinators will be responsible for timely collection of data from their departments and other sections of the University. The Director IQAC will write to Heads of Departments/Sections asking them to nominate the coordinator in their respective unit. Once this is done, IQAC will hold an orientation for all the coordinators about the process of data collection and of the recent developments in accreditation, ranking and data requirements of other agencies.

The Vice Chancellor was of the view that all the coordinators together should have coordination with each other for timely reporting on the various activities. The IQAC working team recently constituted shall provide necessary support to the coordinators with quarterly meetings.

Item No.4; Implementation of NEP-2020 Discussion on Challenges and Implementation plan

Prof. Vanaja briefed the house about the initiatives of the university regarding NEP 2020 implementation,



especially with regard to ITEP and CUCET admission process. To enhance the admissions and retention of students the Vice Chancellor advised that more collaboration should be established with various organizations like Shaheen Group for ITEP programme at CTE Bidar. Further he also expressed that the CTE's should be actively involved and considered as units of the university in all academic endeavors of NEP implementation and these units should also be made responsible for improving the admissions at the respective centers.

Item No.5: Strategies being adopted for improving Research and Publications at the University

Prof. Salma Ahmed Farooqui presented a detailed presentation regarding the initiatives for improving Research and Publications at the University. She briefed the house on the allocation made for research as an outcome of the decision made in the earlier IQAC meeting and thanked the Vice Chancellor for prioritizing Research at the University as it will result in quality improvement of the University academic provisions and of the faculty. Informing on the progress, she made a detailed presentation of the funding provided for 78 Minor Research Projects by the university to the faculty members with representation from all departments and off campuses of the university. She also said that it is mandatory for all faculty members to submit a research paper along with the report of the research project, so that university gets 78 publications along with 78 project reports.

| Total Number Of Projects Awarded | | | |
|----------------------------------|-----------------|----|---------------|
| S.No. | No. of Projects | | Amount (in ₹) |
| 1 | Headquarters | 57 | 55,20,000 |
| 2 | Off Campuses | 21 | 19,00,000 |
| Total | | 78 | 74,20,000 |

| S.No. | School / Centre Wise Allocation | Amount (in ₹) |
|-------|---|---------------|
| 1 | School of Technology & Polytechnics | 14,70,000 |
| 2 | School of Sciences | 17,55,000 |
| 3 | School of Education and Training & CTEs | 17,20,000 |
| 4 | School of Languages, Linguistics and Indology | 10,65,000 |
| 5 | School of Management & Commerce | 2,10,000 |
| 6 | School of Arts and Social Sciences | 6,50,000 |
| 7 | Centres & DDE | 5,50,000 |
| Total | | 74,20,000 |

The Vice Chancellor re assured and committed that this scheme of giving research grants from internal resources of the University will continue in future as well.

Item No.6: Strategies for improving Admission and reducing dropout rates

Prof. Vanaja briefed the house about strategies for improving admissions and reducing dropout rates.

Prof. Razaullah Khan, Director, DDE, briefed the house about the meeting held with Prof. Saroj Sharma,



Chairperson, NIOS. He stressed the need of backward integration of the university to secondary and higher education to address the issue of admissions. He said that DDE is planning to collaborate with NIOS and offer open school programmes for 10th and 12th standard level in ODL mode. This is expected to address the massive school dropouts of Urdu medium schools which is approximately 31 lakhs as per the recent UDISE report. He suggested that these students can form the feeder cadre for admission to the University regular and Distance mode programmes. Further he suggested establishing a School Board, thereby offering school education in regular mode to the Urdu populations as it is mandatory on the part of governments to provide free and compulsory education in mother tongue of students as per Right to Education Act. He highlighted that NEP 2020 is also advocating education in regional languages, therefore, the University should think about backward integration with school education in both regular and distance modes. To improve the admission and the quality of students taking the programmes, the Vice Chancellor suggested to advance the admission process and start the academic sessions strictly from 1st August, 2024. He instructed to identify the departments with high dropouts & low admissions and evolve strategies/modalities to address the issues. He highlighted that all disciplines are important and all seats should be filled in all subjects. He urged to work on how to improve admissions and attract SC, ST candidates as well to the university. The Vice Chancellor nominated Prof. Siddiqui Mohd Mahmood to prepare a proposal on establishment of School Board at the University.

Item No.7; Discussion on student performance (Pass percentage, Placement)

Dr. Md. Zair Hussain, Controller of Examinations, gave a detailed presentation about status of pass percentage at UG, PG, Diploma and Certificate programmes of the university.

Dr. Mohammad Yousuf Khan, Director, Placement & Training, gave a detailed presentation on placement activities of the cell. The external member Mr. Mohammed Samiullah, COO, Solutions3X US Healthcare Organization extended his support in enhancing the placement of the University and made suggestion to develop specific plans and organize programs for improving soft skills and communication aspects of the students.

Item No.8: Developing Institutional Development Plan (IDP) and scheduling Academic and Administrative Audit

Prof. Rama Kondapalli briefed the house about the mandated requirement and importance of Institutional Development Plan, academic and administrative audits in context of NEP 2020 and UGC guidelines on the same. It was informed to the house that IDP will be prepared in consultation with all the departments of the university by collecting information through a format to be developed by IQAC and workshops shall be held in this regard to orient the University faculty.

Item No.9: Any Other Item with the permission of the Chair

The Vice Chancellor requested the IQAC to conduct conference, workshops and other relevant events to develop the quality of research and publications of faculty and improve the outreach of the University with intellectuals, corporate, other universities and the larger community. He also suggested asking for budget for the same.

The meeting concluded with the vote of thanks to the Chair.

Sd/-
Director, IQAC