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**UNIVERSITY**

Member of Association of Indian Universities & Approved by UGC (Govt. of India) under 2(f) & 12(B)

PU/IQAC/2024-25/01/002

Date: January 10, 2025

**Notice**

**Minutes of the 30<sup>th</sup> IQAC Meeting**

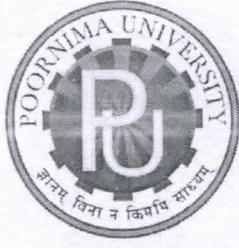
The 30<sup>th</sup> meeting of IQAC is scheduled to be held on Tuesday, January 21, 2025, at 09:00 am in the Board Room, Admin.-I, under the Chairmanship of Dr. Suresh Chandra Padhy, President, Poornima University.

The agenda of this meeting is as follows:

1. To confirm the minutes of the previous meeting.
2. To report the ranking of Poornima University in IIRF, which is 44th rank as National and 3rd rank as State and University, got AAA+ Carrier 360 university ranking.
3. To apprise the activity reports of odd sem 2024-25 on DSS.
4. Collection of feedback from various stakeholders for the academic process at Poornima University.
5. To report the members about:
  - i. To discuss establishing Standard Operating Procedures (SOPs) and a framework for setting up an Equal Opportunity Cell.
  - ii. Discussion about various Public Self-Disclosure on the university portal.
  - iii. To discuss the policy formulation for Grievance Redressal for 2024-25.
  - iv. To discuss the formulation of an Institutional Development Plan (IDP)
6. To inform about submission of Performance Review Form & Audit Form report at president office for further process.
7. Presentation of journal publications and patents in research by faculty members year-wise
8. To discuss the formulation of the university's annual report.
9. Any other item with the permission of the Chair.

(Dr. Ajay Kr. Pagare)

Associate Dean, IQAC, PU



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PU/IQAC/2024-25/M/

Date: January 21, 2025

### Minutes of the 30<sup>th</sup> IQAC Meeting

The 30<sup>th</sup> meeting of the Internal Quality Assurance Cell (IQAC), Poornima University held on Tuesday, January 21, 2025, at 09:00 am in the Board Room, Admin.-I, under the Chairmanship of Dr. Suresh Chandra Padhy, President, Poornima University.

The following IQAC members were present at the meeting:

1. Dr. Suresh Chandra Padhy, President	Chairman
2. Dr. Manoj Gupta, Pro-President (FCE & FET)	Member
3. Dr. Chandani Kirpalani, Pro-President (FMC, FSH, FPH, PIHM & FIRE)	Member
4. Ar. Manjari Rai, Pro-President I/C(FPA & FDA)	Member
5. Dr. Devendra Somwanshi, Registrar	Member
6. Dr. Priti Kaushik, Dean, FSH	Member
7. Dr. Ajay Khunteta, Dean, FCE	Member
8. Dr. Jitendra Sharma, Dean (I/C), FDA	Member
9. Dr. Ankush Jain, Dean, FET	Member
10. Mrs. Shanti Devi, Local Society Nominee	Member
11. Mr. Ankit Mishra, Alumni Nominee	Member
12. Mr. Anmol Chaturvedi, Alumni Nominee	Member
13. Mr. Prateek Jain, IQAC Officer	Member
14. Mr. Ravi Kr. Hada, IQAC Officer	Member
15. Ms. Shubhangi Patidar, IQAC Officer	Member
16. Mr. Tarun Mishra, IQAC Officer	Member
17. Mr. Bhuwan Chhabra, Student Nominee	Member
18. Mr. Aman Krishna, Student Nominee	Member
19. Dr. Ajay K. Pagare, Associate Dean, IQAC	Member
20. Dr. Rakesh Gupta, Dean (Student Welfare)	Invited Member
21. Dr. Sunil Gupta Dean R&D	Invited Member
22. Dr. Udit Mamodiya Associate Dean R&D	Invited Member

After ascertaining the quorum for the meeting, Dr. Ajay Kr. Pagare, Associate Dean (IQAC) with the permission of the chair, welcomed all the members of the University and presented the agenda items for discussion.



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**Item # 30.1: To confirm the minutes of the previous meeting held on October 19, 2024**

The minutes of the 29th IQAC meeting were circulated by Dr. A.K. Pagare, Associate Dean, IQAC, to all members. No comments or suggestions were received. The minutes were deemed to be approved.

**Item # 30.2: To report the ranking of Poornima University**

Ms. Shubhangi Patidar, Officer IQAC extended heartfelt gratitude to our dedicated faculty, diligent students, and hardworking non-teaching staff for their unwavering efforts. She further added that your collective hard work and perseverance have culminated in our university achieving these prestigious ranks. She conveyed the university's recent rankings to the committee which are given as follows-

1. **IIRF – B School ranking:**
  - 44th Rank at the National level
  - 3rd Rank at the State level
2. **Career 360 -India's best B-school 2025: AAA+**

All the members appreciated the efforts of all stakeholders in achieving these rankings and discussed future strategies to improve further rankings. Ms. Shubhangi also conveyed that the University has also applied for **NIRF** and **IIRF rankings** and informed the team that the result is awaited.

**Item # 30.3: To apprise about the activity reports of odd sem 2024-25 on DSS.**

Mr. Prateek Jain, Officer IQAC discussed the Status of activities held between July to Dec 2024. Activity Reports play a pivotal role in decision-making processes. By providing a comprehensive overview of past activities and their outcomes, stakeholders can make informed choices about resource allocation, strategy adjustments, and future planning. Numerous Activities (Curricular Co-Curricular & Extra Curricular) were performed during the odd semester.

Members expressed satisfaction with the initiative for the participation of students and faculty in these activities. All the department Heads were advised that such initiatives should be further enhanced.



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**Item # 30.4: Collection of feedback from various stakeholders for the academic process at Poornima University.**

Mr. Tarun Mishra, Officer IQAC welcomed all members and presented an analysis of collected feedback received from various stakeholders of the committee. He shared stakeholder's thoughts on that. He conveyed to the members that classes are being conducted as per schedule and faculties are being encouraged to carryout research. It was also informed that the examination system and evaluation system followed by the University is effective. At last, he emphasized that the administration is also sincerely putting efforts into the development of the University.

All members expressed their satisfaction with the feedback from stakeholders at Poornima University.

**Item # 30.5: To report the members about:**

1. To discuss establishing Standard Operating Procedures (SOPs) and a framework for setting up an Equal Opportunity Cell.
2. Discussion about various Public Self-Disclosure on the university portal.
3. To discuss the policy formulation for Grievance Redressal for 2024-25.
4. To discuss the formulation of an Institutional Development Plan (IDP)

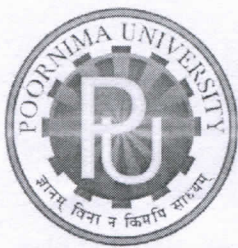
**1. To discuss establishing Standard Operating Procedures (SOPs) and formulation of an Equal Opportunity Cell.**

Mr. Prateek Jain, Officer IQAC welcomed the members and commenced the meeting according to the predetermined agenda. He discussed Standard Operating Procedures (SOPs) and the formulation of an Equal Opportunity Cell. He highlighted that both the cells would focus on ensuring fairness, inclusivity, and non-discrimination in academic and administrative processes.

The committee discussed the key objectives of the cell, including:

- Providing **equal access to opportunities** for all students and staff.
- Addressing grievances related to **discrimination and inclusivity**.
- Conducting **awareness programs** on diversity, equity, and inclusion.

Members expressed their satisfaction with the plan presented by Mr. Prateek.



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- Upgrading infrastructure and technological advancements.

Members expressed their gratitude and suggested that there is a need for continuous monitoring and evaluation of IDP to ensure the effective implementation of the IDP.

**Item # 30.6: To inform about submission of the Performance Review Form & Audit Form report at president's office for further process.**

Mr. Ravi Hada, Officer, IQAC informed the members that the Performance Review Form & Audit Form report has been submitted to the office of the President through Dean IQAC for further process. He conveyed to the members that the Performance Review Form & Audit Form of all 9 faculties were reviewed by the President Sir. The shortcomings of departments, if any, were identified. President Sir suggested to the heads of all faculty that our teaching-learning process outcomes are excellent but we should make some extra efforts in teaching-learning processes to make it globalized for PU students and enhance their research skills which will help them make good placements. Committee members expressed their satisfaction with this update.

**Item # 30.7: Presentation of journal publications and patents in research by faculty members year-wise**

Dr. A.K. Pagare, Associate Dean, IQAC, provided an overview of research output among faculty members. Dr. Pagare highlighted some suggestions to enhance the quality of research. For that purpose it was conveyed by Dr. Pagare to all the faculty members to publish at least two papers and attend one conference annually. The committee discussed various strategies to enhance research output, including increased funding, faculty training, and collaborations with external research bodies.

Members expressed satisfaction with that update. They suggested that we should foster a culture of curiosity, provide resources and recognition, promote collaboration, and offer opportunities for professional development to our faculties.

**Item # 30.8: To discuss the formulation of the university's annual report.**

Prateek Jain Officer IQAC informed the committee that the Annual Report of the University has been compiled and will be updated on the university's website soon. The committee emphasized the importance of ensuring accuracy and transparency in the report. Members expressed their satisfaction with the progress of the annual report.



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## 2. Discussion about various Public Self-Disclosure on the university portal.

Mr. Prateek Jain, Officer IQAC informed the committee about the regulatory requirements concerning Public Self-Disclosures by the university as per HEI guidelines. He emphasized the importance of maintaining transparency by regularly updating the disclosures on the university portal.

The committee discussed the key information that needs to be disclosed, including:

- Institutional policies, accreditation status, and ranking details.
- Faculty qualifications, research activities, and student achievements.
- Financial disclosures, admission processes, and fee structures.

Members suggested to conduct periodic reviews to ensure accuracy and compliance with the required disclosures.

## 3. To discuss the policy formulation for Grievance Redressal for 2024-25

Mr. Prateek Jain, Officer IQAC provided an update on the formulation of the Grievance Redressal Policy for students for the academic year 2024-25. He highlighted the key objectives of the policy, which include:

- Providing a structured mechanism for students to report grievances.
- Ensuring timely resolution of complaints related to academics, administration, and facilities.
- Enhancing student satisfaction and trust in institutional processes.

The committee was invited to review the formulation policy and provide suggestions for improvement before finalization.

## 4. Formulation of the Institutional Development Plan (IDP)

The committee reviewed the progress of the Institutional Development Plan (IDP) and approved its periodic updates to align with the university's long-term strategic goals.

Key areas of focus in the IDP include:

- Enhancing **academic quality and research output.**
- Strengthening **industry collaborations and skill-based learning.**



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### Item # 30.9: Any other item with the permission of the Chair

#### Concluding Remarks by the Chairman

The Chairman expressed appreciation for the active participation of all committee members and their valuable contributions to the discussions. He emphasized the importance of timely execution of the decisions taken during the meeting, particularly regarding accreditation, rankings, feedback implementation, and policy formulation.

He reiterated the need for continuous improvement in academic and administrative processes to enhance the university's quality standards and reputation. Additionally, he encouraged all members to actively collaborate in achieving the institutional goals outlined in the Institutional Development Plan (IDP).

The Chairman concluded the meeting by thanking all attendees for their commitment and dedication to the IQAC objectives. He urged members to ensure the smooth execution of pending action items before the next meeting and looked forward to continued progress in the upcoming sessions.

#### Vote of Thanks

Dr. Ajay Kr. Pagare, Associate Dean, IQAC, extended a heartfelt vote of thanks to the Chairperson and all esteemed members for their active participation and insightful contributions during the meeting. He acknowledged the committee's collective efforts in strengthening the university's academic and administrative framework. He expressed gratitude for the constructive discussions on key agenda items, including accreditation, rankings, feedback mechanisms, policy formulations, and institutional development plans. He also emphasized the importance of teamwork and commitment in successfully implementing the discussed initiatives. Dr. Pagare assured the committee that all resolutions and action points would be systematically followed up for effective execution. He concluded by thanking everyone for their time and dedication, looking forward to continued collaboration in the upcoming meetings.

With this, the 30th IQAC meeting was formally concluded.

(Dr. Ajay Kr. Pagare)  
Associate Dean, IQAC, PU



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List of attendees is as under:

S. No.	Name & Designation	Signature
1	Dr. Suresh Chandra Padhy, President	
2	Dr. Manoj Gupta, Pro-President (FCE & FET)	
3	Dr. Chandani Kirpalani, Pro-President (FMC, FSH, FPH, PIHM & FIRE)	
4	Ar. Manjari Rai, Pro-President (FPA & FDA)	
5	Dr. Devendra Somwanshi, Registrar	
6	Dr. Priti Kaushik, Dean, FSH	
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8	Dr. Jitendra Sharma, Dean (I/C), FDA	
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22	Dr. Udit mamodiya Associate Déan R&D	

(Dr. Ajay Kr. Pagare)  
Associate Dean, IQAC, PU