

Dr. B. R. Ambedkar University Delhi

INTERNAL QUALITY ASSURANCE CELL

Minutes of the Meeting

held on 28 November 2018

1. Presentation of the Annual Quality Assurance Report 2017-18: The IQAC presented the AQAR for the year 2017-18, and deliberations were held on the same before it is presented in the next meeting of the Board of Management. The members were apprised of the new centres/ units / schools introduced during the year, namely: (i) Centre for Engaged Spiritualities, (ii) Centre for Professional and Continuing Education, (iii) Centre for Studies in Systems of Thought, (iv) Teacher Education Unit, and (v) School of Global Affairs.
2. Discussion on the activities / significant achievements of the IQAC in 2017-18
 - a. The IQAC initiated three review exercises at the University level : (i) Decennial Review, (ii) Undergraduate Studies Review, and (iii) Programme Review. The IQAC prepared a template for the comprehensive review of the University, and the terms of reference for the review team.

The Decennial Review: Based on the recommendations of the Academic Council in its 10th Meeting held on 17 July 2017, A comprehensive review of the University and its various units was instituted as the Decennial Review, with the objective of providing the University with strategic directions for course correction /new initiatives /academic and administrative planning, intention to direct its future. The Committee consisted of external members (eminent academicians from a variety of higher education institutions).

The DRC engaged in a series of deliberations and consultations with the various constituents of the University across the three campuses, over a period of four months – from February to May 2018. During the review process, the DRC met with the students and alumni, faculty of the Schools and Centres, administrative staff, Senior Management Team (SMT), VC, the statutory officers, office bearers of the AUD Faculty Association (AUDFA), and the representatives of the Delhi government. The DRC also interacted with the retired officials and former leadership position holders of the University along with the members of the Mid-Term Review Committee.

The Undergraduate Studies Review: The University initiated a comprehensive review of undergraduate studies at AUD in January 2018. The mandate for the Undergraduate Studies Review Committee was to engage with the multiple dimensions of undergraduate studies at AUD: its structure and organization in the multi-campus context; the processes and functions; the UG space and culture; possible ways of synchronization of the vocational programmes with the broader objectives of the UG space; and provide future directions for the organization and expansion of undergraduate studies at AUD.

The Programme Reviews: The University initiated the process of a comprehensive review of some of the existing programmes. Seven programmes have already begun the review process, while others will be reviewed in the next academic year.

- b. An exercise was undertaken to collate student data pertaining to applications, admissions, and assessment & evaluation, for the period 2010 – 2018. This data was organized and analyzed to examine trends and patterns. The data analysis provides important information regarding demand ratios across socio economic categories, region and gender across programmes, student progression across semesters.
- c. Discussions were held on the issue of improving the research environment at AUD, which will also have a positive impact on metrics used by assessment and accreditation, and ranking agencies, such as number of publications, projects and citation index. Initiatives undertaken during the year include the Seed Money Grant for Faculty Research, Faculty Seminar Series, financial support for student research and dissemination, and organizing training programmes in research methods.

Various ideas were discussed which could be put into practice in the forthcoming years to create a facilitative environment for faculty and student research in both fundamental / theory and policy / practice domains. These include (i) Seed money for faculty research, (ii) Sabbaticals and research grants to faculty members, (iii) Instituting of PDFs, (iv) Promote publications through incentives, (v) Scholarships / fellowships and travel grants to research students, (vi) Increase budget for library and e-resources, (vii) Opening new centres of research on issues relevant to Delhi, (viii) Benchmarking research / publications for quality improvement. A training programme was organized for the Non-Teaching Staff on the use of spreadsheet software for data entry, organization and analysis.

- d. The IQAC initiated Faculty Development Workshops and organised two such workshops – one on Practical Pedagogy and the other on Writing Pedagogy – to help the young faculty members become better teachers. AUD is also planning to set-up an 'Academic Development Cell' or a 'Centre for Higher Education Research and Training' to organise and coordinate research, training and conversations on teaching-learning processes.
- e. The IQAC prepared a concept note for the Equal Opportunity Office (EOO) at AUD comprising aims and objectives, the structure, composition and functions of various sub units. The Board of Management has approved the concept note and setting-up of the EOO.
- f. The IQAC initiated deliberations on restructuring of the undergraduate programmes in Karampura, and initiation of other innovative programmes. These deliberations converged well with the parallel discussions initiated by the review process. This has resulted in the creation of innovative inter-disciplinary undergraduate programmes, and setting-up of a School of Global Affairs.
- g. The IQAC initiated creation of an Alumni Database, and mounted a survey to get feedback from the Alumni on various facets of the University including curriculum, teaching-learning processes, infrastructure and progression after AUD.

h. IQAC organized a session on Student Feedback and the concerned divisions i.e. Student Services (SS) and Assessment, Evaluation and Student Progression (AES) were advised to have in place an appropriate and consistent student feedback mechanism as well as recording of the same. IQAC also advised the divisions to put in place a permanent mechanism to take the feedback from graduating students. A committee was constituted to formulate process for the student feedback mechanism to identify (i) the process by which student feedback should be collected, and (ii) suggest mechanisms for the same to enhance teaching-learning process in the University. The recommendations of the committee are being reviewed by the University authority bodies for implementation.

3. The following plans were suggested for the institution for next year

- a. Organisation of next Faculty Development Workshop
- b. Set-up the Centre for Higher Education Research and Training;
- c. Initiate activities in the Centre for Professional and Continuing Education (C-PACE);
- d. Initiate the process of transacting curriculum through a digital platform;
- e. Set-up an appropriate office / unit to proactively seek alternate sources of funding;
- f. Put in place an Action Plan on implementation of recommendations of DRC & UGRC
- g. Continue the process of review of individual programmes, Schools and Centres,
- h. Initiate a formal process of curriculum revision.

4. The present IQAC's term is coming to an end, and the next IQAC is being constituted by the office of the Vice Chancellor. The significant achievements of the present IQAC were reported:

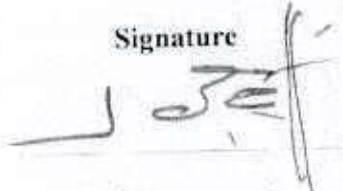

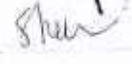

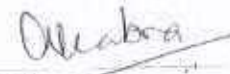
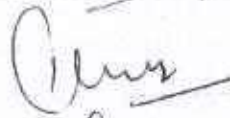





- a. Preparation of Institutional Development Plan for RUSA (2014-15);
- b. Student Support: Language Support; Student Feedback Mechanism; Career & Alumni Cell (2015- ongoing)
- c. Campus Related Work: Envisioning multi-campus context (2016- ongoing); Disability Audit (2016-17)
- d. Faculty Development Workshops; Induction programmes for new teachers (2016-ongoing)
- e. Capacity building among non-teaching staff (2016-17)
- f. Equal Opportunity Office: Deliberations and conceptualization of the role of the EO Office (2016-17)
- g. Academic Support for Reviews: Programme Reviews; Decennial Review; UG Studies Review (2017-18)
- h. Anchoring consultations for new programmes/initiatives (2017-18)

The list of the members attending the meeting is attached herewith.


Director, IQAC

A MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) ON MONDAY, THE 28 NOVEMBER 2018 AT 02:30 P.M. IN SEMINAR ROOM AT LODHI ROAD CAMPUS, NEW DELHI-110003.

ATTENDANCE SHEET

S. No.	Name	Signature
1	Professor Jatin Bhatt	
2	Dr. Kiran Datar	
3	Mr. Vivek Mehra	
4	Professor Salil Misra	
5	Professor Praveen Singh	
6	Professor Asmita Kabra	
7	Professor Kartik Dave	
8	Professor Sanjay K Sharma	
9	Professor Sumangala Damodaran	
10	Professor Suchitra Balasubrahmanyam	
11	Professor Dharendra Datt Dangwal	
12	Professor Geetha Venkataraman	
13	Dr. Rajan Krishna	

- 14 Dr. Arindam Banerjee
- 15 Dr. Rohit Negi
- 16 Dr. Nandini Nayak
- 17 Dr. Mamatha Karollil
- 18 Dr. Nidhi Kaicker
- 19 Ms. Manasi Thapliyal Navani
- 20 Ms. Bindu Nair
- 21 Dr. Sunita Tyagi
- 23 Mr. Dishant Choudhary
- 24 Ms. Shaina Sehgal
- 25 Ms. Latika Vashista
- 27 Ms. Ananya Kushiwaha
- 28 Ms. Anshu Singh
- 29 Mr. Parraj Kumar
- 30 Ms. Radhika Aggarwal
- 31 Ms. Richa Srivastava

ABN

Nandini Nayak

Dishant

Manasi

Bindu

Sunita Tyagi

Dishant

Shaina

Ananya

Anshu Singh

Parraj Kumar

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