



श्रीमता वैष्णो देवी विश्वविद्यालय

SHRI MATA VAISHNO DEVI UNIVERSITY

Kakryal, Katra-182320, Jammu & Kashmir

Directorate of Quality Assurance (DQA)

Ref No. SMVDU/DQA/17/467

13 January, 2018

Minutes of 18th Meeting of Coordinators, DQA held on 3rd January, 2018 at 02:30 PM in the Conference Hall of School of Business

The following members were present in the meeting :

1. Dr. Suparn Sharma, I/c. Librarian
2. Dr. H G Mishra, I/c. Director DQA
3. Dr. Jyoti Sharma, Associate Professor, SoB, Coordinator (Administrative Affair)
4. Dr. Amit Kant Pandit, Associate Professor, SoECE, Coordinator (Academic Affair)
5. Dr. Ajay Koul, Assistant Professor, soCSE- Coordinator (Engineering Affair)
6. Dr. Balbir Singh, Associate Professor, SOME, Member Secretary
7. Mrs. Suneeta Raina, Representative (Library Affair)

The following resolutions (agenda-item-wise) have been made in the 18th Meeting of Coordinators, DQA:

Agenda Item: 01 To confirm the minutes on 17th meeting of DQA and to further initiate the process of setting quality benchmarks/parameters for the various Academic, Administrative, Engineering , Finance, Library, Research and other extension activities of the university.

Resolution: 01 Resolved that minutes of 17th meeting of DQA be confirmed. Further resolved that following standing committees be constituted, for suggesting benchmarks for teaching-pedagogies, research quality standards, administrative-processes and extension-cum-social interface:

- a) For Benchmarking of Students Support Institutional Services
- b) For Benchmarking of Research-Quality Standards/Publications
- c) For Benchmarking of Modern Teaching-Pedagogies/Practices
- d) For Benchmarking of Extension-Cum-Social Interface Activities
- e) For Benchmarking of administrative services

Further resolved that all above committees shall be constituted after being nominated by Competent Authority and will be requested to submit their respective first interim-report within three months for consideration of DQA in its next meeting.



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Agenda Item: 02: To work out the mechanism for ensuring timely, efficient and periodic-progressive performance of Academic, Administrative, Engineering, Finance, Library, Research and other extension activities on regular basis.

Resolution: 02 Resolved that internal assessment on the pattern of various accreditation shall be constituted at each School Level for the purpose and submit final report for consideration of DQA and University Authorities for remedial action, if any.

Agenda Item: 03: To devise the process of dissemination of all relevant information to all stakeholders for sensitizing them on the various quality parameters of Higher & Technical Education.

Resolution: 03 Resolved that University's Website be updated quarterly on a standardized pattern of information and further resolved that it be made mandatory for Heads of all School/ Sections and other Officers to supply information to I/c. Website on routine basis.

The committee also suggested University is in dire need of ERP Solution for accumulating all the information at central level.

Agenda Item: 04: To decide the mode of ensuring the credibility of teaching, learning, through regular but internal academic, administrative and physical audits on annual basis.

Resolution: 04 Resolved that committees which will be constituted in resolution no 1 shall be given this responsibility in respective areas.

Agenda Item: 05: To discuss minutes of meetings of various Sub – Committees.

Resolution: 05 Resolved that head of the various Sub- Committees (Finance, Academic, Administrative, Engineering and Library Affairs) shall conduct meeting on routine basis ie. Once in a month and submit the Minutes of meeting of pending as well as forth coming to DQA for assessment.



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Agenda Item: 06: To further explore the possibilities of research sharing and networking with other institutions in India and abroad.

Resolution: 06 Resolved that formal process be initiated to establish a separate 'Cell of Research' in the University for consolidating the 'Research and Development' activities on the campus. Further resolved that the core team of Cell of research may be constituted consisting of Professor and Associate Professors of the University. The I/c. Director-DQA be authorized to immediately take up the matter with Competent Authority for further necessary steps required in this connection.

The meeting ended with a vote of thanks to Chair.


Dr. H. G. Mishra
I/c. Director, DQA


Dr. Balbir Singh
Member Secretary

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