



SHRI MATA VAISHNO DEVI UNIVERSITY

श्री माता वैष्णो देवी विश्वविद्यालय

Directorate of Quality Assurance

Kakryal, Katra-182320, (J&K)

Recognized under Section 2(f) & 12(B) of the UGC Act, 1956

Email: director.dqa@smvdu.ac.in

MINUTES OF THE 7th MEETING OF THE DIRECTORATE OF QUALITY ASSURANCE OF SMVDU

The 7th meeting of the Directorate of Quality Assurance (DQA) of Shri Mata Vaishno Devi University (SMVDU) was held on 30th June, 2025 at 3:00 P.M. in the AB Committee Room, Administration Block, SMVD University.

The following members were present via Offline / Online mode in the meeting:

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| i) | Prof. (Dr.) Pragati Kumar,
Hon'ble Vice Chancellor &
Chairman, DQA, SMVDU | Chairman |
| ii) | Shri Anshul Garg, IAS
CEO, SMVDSB
(via Online mode) | Member |
| iii) | Prof. (Dr.) Supran Kumar Sharma
Director, DQA, SMVDU | Convener |
| iv) | Shri Neeraj Gupta, JKAS
Finance Officer, Registrar & Chairman, FAC of DQA, SMVDU | Member |
| v) | Prof. (Dr.) Raghvendra Kumar Mishra,
Dean, Students Welfare & Chairman, AAC of DQA, SMVDU
(via Online mode) | Member |
| vi) | Prof. (Dr.) Kumud Ranjan Jha,
Dean, Faculty of Engineering, SMVDU | Member |
| vii) | Prof. (Dr.) S.K.Wanchoo,
Dean, Faculty of Sciences, SMVDU | Member |
| viii) | Prof. (Dr.) Balbir Singh,
Dean, Academic Affairs & Chairman, AAC of DQA, SMVDU | Member |
| ix) | Prof. (Dr.) Yugal Khajuria,
Dean International & Alumni Affairs, SMVDU | Member |
| x) | Prof. (Dr.) Ananga Kumar Das,
Dean, Research & Development, SMVDU | Member |
| xi) | Dr. Shailla Cannie,
Dean, Faculty of Nursing, SMVDU
(via Online mode) | Member |
| xii) | Shri Vinay Gupta,
DGM, J&K Bank
(via Online mode) | Member |
| xiii) | Ms. Anisa Nabi, JKAS
Alumni, SMVDU
(via Online mode) | Member |

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xiv) Prof. (Dr.) Sumeet Gupta, Faculty I/c Examination, SMVDU	Member
xv) Dr. Sanjay Mohan, CEO-TBIC-SMVDU	Member
xvi) Dr. Tirumalasetty Chiranjeevi, Dy. Director, DQA, SMVDU	Member
xvii) Mr. Bablee Kumar Bhatia, Training & Placement Officer, SMVDU	Member
xviii) Mr. Samir Vohra, Deputy Registrar, DQA, SMVDU	Member
xix) Mr. Anany Pathak (23BEE027), Nominated students' representative (via Online mode)	Member
xx) Ms. Charvi Thakur (23BME009) Nominated students' representative (via Online mode)	Member
xxi) Ar. Anoop K Sharma, Assistant Director, DQA	Invitee
xxii) Dr. Amit Kumar Sinha, Assistant Director, DQA	Invitee
xxiii) Dr. Shankar Singh Kushwaha, Assistant Director, DQA	Invitee

Shri Taranvir Singh. MD, TVS Industries; Prof. (Dr.) Ashutosh Vashishtha, Dean, Faculty of Management; Dr. Amitabh Vikram Dwivedi, Dean, FoHSS; Prof. (Dr.) Kakali Majumdar, Chairperson, ICC/GSCASH, SMVDU; Dr. Ratna Chandra, Faculty I/c Library & Chairman, Library Committee of DQA, SMVDU; Dr. V.K.Dogra, Chairperson, Engineering Affairs Committee of DQA, SMVDU; Er. Swastik Gupta, Assistant Director, DQA & Dr. Rajesh Kumar, Assistant Director, DQA could not attend the meeting.

Director, DQA welcomed the Hon'ble Vice Chancellor & Chairman, DQA, SMVDU and all other external & internal members to the 7th meeting of DQA of SMVD University. Thereafter, Director, DQA, with the permission of Hon'ble Vice Chancellor, started the proceedings of the meeting.

Item No. 7.1 Confirmation of the Minutes of the 6th Meeting of the Directorate of Quality Assurance held on 24th June, 2024.

Resolution The Minutes of the 6th Meeting of the Directorate of Quality Assurance held on 24th June, 2024 stands confirmed.

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Item No. 7.2 Action Taken Report on the decisions taken in 6th Meeting of the Directorate of Quality Assurance held on 24th June, 2024.

Resolution While noting the reported position on various issues in the Action Taken Report, the following observations were made:

Item No. 6.6: – Revision of format for review of question paper(s) by External Expert: Hon'ble Vice Chancellor showed his concern for non-submission of report by the concerned Committee and directed the Chairman of the Committee to submit the report by or before 7th July 2025. Further, Hon'ble Vice Chancellor directed that the exercise for review of the question papers by external experts must be completed by 31st July, 2025.

Item No. 6.7: – Regarding conduction of Student Satisfaction Survey as per requirement of NAAC: Hon'ble Vice Chancellor directed that a mechanism should be defined for evaluation of Students feedback / Student Satisfaction Survey to address the observations / concerns of the students. It was directed that Dean (AA) & Director, DQA shall propose the mechanism and implement the same after approval.

Item No. 6.10: – Preparation of Institutional Information for Quality Assessment (IIQA) and Self Study Report (SSR) for Assessment and Accreditation of SMVD University under NAAC Cycle-2: Hon'ble Vice Chancellor shown his concern for non-submission of data / information by the Head of the School(s) / Section Heads in-line with the present SoPs of NAAC and directed Director, DQA to report the pendency.

Item No. 6.12(i): – To frame guidelines for setting of unique & good quality questions papers: Hon'ble Vice Chancellor exuberated his concern for non-submission of report by the concerned Committee and directed the Chairman of the Committee to submit the report within a week's time.

Item No. 6.12(ii): – The Class Committee(s) & School Council(s) in line with Academic Rules and Regulations: Hon'ble Vice Chancellor directed Dean (AA) to ensure the conduct of the meeting(s) of Class Committee(s) & School Council(s) in line with Academic Rules and Regulations and to submit the report on the matter to his office.

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AGENDA ITEMS

Item No.7.3 Regarding Internal Academic and Administrative Audit of School of Architecture & Landscape Design and School of Civil Engineering for the year 2019-20, 2020-21 & 2021-22.

Resolution After detailed discussion on the matter, the Internal Academic and Administrative Audit of School of Architecture & Landscape Design and School of Civil Engineering for the year 2019-20, 2020-21 & 2021-22 was considered.

Hon'ble Vice Chancellor directed that the exercise for the conduct of the Academic and Administrative Audit should be undertaken within stipulated time frame.

Item No.7.4 Regarding Internal Academic and Administrative Audit of School(s) and Internal Administrative Audit of Section(s) for the year 2022-23 & 2023-24.

Resolution Hon'ble Vice Chancellor pursued the status report of data submitted by School(s) / Section(s) and shows its concern for non-submission of data / information by the Head of the School(s) / Section Heads.

Hon'ble Vice Chancellor directed Director, DQA to again request Head of the School(s) and Section Heads to submit the data by or before 10th July, 2025 and conduct the audit of School(s) & Sections at the earliest.

Item No. 7.5 Regarding submission of Annual Quality Assurance Report (AQAR) - Yearly Status Report for the year 2023-24 on NAAC Portal.

Resolution The matter regarding submission of Annual Quality Assurance Report - Yearly Status Report for the year 2023-24 on NAAC Portal was considered.

Item No. 7.6 Regarding conduction of Student Satisfaction Survey (2023-24) as per requirement of NAAC.

Resolution After detailed discussions on the matter, the same was considered.

Hon'ble Vice Chancellor directed that one of the faculty members of School of Business or School of Economics be assigned the job to evaluate the Student Satisfaction Survey (2023-24) and consolidated report on the matter be placed before the Academic Council in its next meeting by Dean (AA).



Item No. 7.7 Proposed Calendar for Conduct of Training Programme(s) for Non-Teaching Officers & Staff members.

Resolution The proposed calendar for conduct of Training Programme(s) for Non-Teaching Officers & Staff members was considered. It was decided that a detailed note with respect to grant of financial assistance be put up to the Competent Authority for consideration and approval.

Hon'ble Vice Chancellor directed that the office of DQA shall organize the workshop in the month of July, 2025 for the newly joined faculty members to familiarize/sensitize them with rules & regulations of the University.

Item No. 7.8 Ratification of the decision taken w.r.t. implementation of revised format(s) for Organizing Events and Report format.

Resolution The decision stands ratified.

Item No. 7.9 Status Report of Green Audit of Shri Mata Vaishno Devi University, Kakryal, Katra (J&K) conducted by external agency for Academic Year 2023-24.

Resolution The details as reported stand noted. It was directed that the necessary steps for implementation of the recommendations of the external agency be complied with.

Hon'ble Vice Chancellor also directed the following:

- i. Herbal garden in the Campus needs to be rejuvenated.
- ii. The condition of the existing bi-cycles must be reviewed and the quantity of cycles be also increased. The office of DSW shall submit the proposal in this regard.
- iii. Office of DQA shall collect the information with respect to the following:
 - a. Number of Non-LEDs replaced with LEDs.
 - b. Number of electric fans with BLDC fans.
 - c. Number of old ACs replaced with 4/5-star rating ACs.

Item No. 7.10 Preparation of Institutional Information for Quality Assessment (IIQA) and Self Study Report (SSR) for Assessment and Accreditation of SMVD University under NAAC Cycle-2.

Resolution The details as reported stand noted.



Item No. 7.11 Additional Assignments given to Office of DQA.

Resolution The details as reported stand noted.

Item No. 7.12 Details of various Training Programme(s) conducted for Non-Teaching Staff Members/ officers of SMVD University(FY 2024-25)

Resolution The details as reported stand noted.

Item No. 7.13 Any other item with the permission of Chair.

- Resolution**
- It was directed that the office of DQA must explore the possibilities of collection of information / data through software to avoid collection of information / data from various stakeholders again and again.
 - Office of DQA shall obtain the status report from I/c Network center about the implementation of Samarth module for collection of faculty feedback and Student Satisfaction Survey from students.
 - It was directed that UG/PG students should be encouraged to publish research papers in research journals / conference proceedings etc.
 - It was directed that all the Schools of Studies must fix their targets in terms of research paper publications in journals and conference/seminar proceedings, research proposals to be submitted to different funding agencies and organisation of various other research and academic activities in the School. It was also directed that office of DQA shall prepare a detailed format in this regard

The meeting ended with a vote of thanks to the Chair.

No. : SMVDU/DQA/7thMeeting/2025/166

Dated : 7th July, 2025


Director, DQA
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Copy to:

1. All concerned _____, for information.
2. AR to VC, for kind information of Hon'ble Vice Chancellor, SMVDU.
3. Concerned file.