

مولاانا آزاد نيشنل اردو يونيورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY

Gachibowli, HYDERABAD – 500 032.
(Accredited with Grade 'A' by NAAC)

Internal Quality Assurance Cell (IQAC)



Ref: IQAC/Recon/F-4/ 2019/3

9th January 2019

The Minutes of the Third Meeting of the Internal Quality Assurance Cell (IQAC) held on 8th January 2019 at 11.00 a.m. at Internal Quality Assurance Cell, MANUU

The following members were present:

Dr Mohammad Aslam Parvaiz, VC	Chairperson
Dr M. A. Sikandar, Registrar	Member
Prof. Shane Kazim Naqvi, Director CIT	Member
Prof. Syed Najamul Hasan, Professor, Mathematics	Member
Prof. Shuguftha Shaheen, Professor, English	Member
Prof. Abdul Wahid, Professor, CS&IT	Member
Prof. Mohammed Shahid, Professor, Social Work	Member
Dr Mohammed Yousuf Khan, Principal Polytechnic	Member
Dr M Vanaja, Associate Professor, Education	Member
Dr Meraj Ahmed Mubarak, Assistant Professor, MCJ	Member
Mr Shaik Abdul Rasheed Asst. Registrar, Academic	Member
Mr Syed ZabiUllah Hussaini Asst. Registrar, Examination	Member
Dr Urmila Pingle (NGO)	Member
Ms Areesha Tasneem (PhD Research Scholar-Urdu)	Member
Mr. Mohammed Qamar Mansoori (MCA batch 2014-17)	Member
Prof Syed Mohammed Haseebuddin Quadri	Director

The following members could not attend the meeting:

Prof. P. F. Rahman Professor, Zoology	Member
---------------------------------------	--------

Dr Akhtar Parvez, Librarian	Member
Mr Mohammed Habeeb Khan Asst. Registrar, Finance	Member
Ms. Syeda Nikhath Aziz (Student, M.A. English)	Member

At the outset the Chairperson, IQAC and Vice Chancellor MANUU welcomed the members and then asked the Director, IQAC to present the Agenda. The Director IQAC thanked the Director CIT for helping IQAC in automating feedback and providing it online to MANUU students. Then the following items of Agenda were taken up for discussion, confirmation, resolution and approval.

Item No. 1

Confirmation of the Minutes of the Second Meeting of IQAC and Action Taken Report.

The IQAC resolved to confirm the minutes of the second meeting of IQAC and the action taken report thereof.

Notwithstanding the above, the following observations were made and course of action suggested thereof.

- 1) The feedback of the students must be communicated to all the teachers, Heads of the Departments and Deans, Schools of Studies respectively.
- 2) The names of all the students shall remain confidential. The Heads and Deans must make sure that every teacher addresses the issues raised (if any), and improve their quality of teaching and research.
- 3) The Heads and Deans must keep the feedback confidential and use it only to help improve the quality of teaching and learning in their respective Departments and Schools.
- 4) The feedback forms and appraisals for all the other stakeholders should soon go online.
- 5) The Teacher Appraisal/Academic Profile shall incorporate all the CAS related information. The teachers must keep updating their appraisal, once it is made available to them on their iUMS.
- 6) Examination duties and Evaluation assignments must be part of Teacher Appraisal.
- 7) The Teacher Appraisal should clearly seek information about teacher's acceptance or refusal of any administrative or academic responsibility.

Item No. 2

The 2017-2018 AQAR of IQAC

The IQAC resolved to approve the 2017-2018 AQAR of IQAC, MANUU.

Item No. 3

Volunteering for re-assessment for improvement in accredited status-Reg.

The IQAC discussed the matter at length and resolved to apply for re-assessment for improvement in accredited status in the year 2020 provided if the University is fully prepared.

- 1) However, in this regard, on the submission of the Director IQAC that in the area of Research, Patents and Consultancy, the progress is not encouraging, the Chairperson and Vice Chancellor made few observations which all the members agreed to bring into the notice of the entire teaching faculty of MANUU.
- 2) The Chairperson and Vice Chancellor cautioned that the earlier the teaching community of MANUU realises this, the better it is for them. As MANUU's and their own survival hinges on research; for the quality of University is assessed on Research Projects that it possesses, the consultancy that it boasts of and the patents that it has to its credits.
- 3) Every teacher is required to realize this, and unless they bring some research projects, make some research collaborations and have patents, MANUU would lose its relevance in the present higher education setup.
- 4) It is the responsibility of every Head and Dean that they should motivate their faculty in bringing research projects and consultancy work for MANUU. The Vice Chancellor also asked the IQAC to conduct some programmes related with motivation in this regard.
- 5) Professor Mohammed Shahid (Dept. of Social Work) and Professor Najmul Hasan (Dept. of Mathematics) informed the IQAC about the research projects which they brought. The IQAC noted that and appreciated the efforts of Professor Mohammed Shahid in collaborating with the United Nation Population Fund in a research project entitled *Adolescence Education Program in Madrasas of Bihar* and also appreciated Professor Najamul Hasan for bringing a research project in Science to MANUU.
- 6) The Chairperson and Vice Chancellor observed that the teachers of MANUU must realise that *Madrasas* provide potential field and vast opportunities for them to get projects, as the interests of the international organisations suggest.

4) Any related matter with the kind permission of the Chair.

The following matters were also discussed with the permission of the Chair.

- 1) The matter pertaining to Examination and Evaluation issues was discussed at length.
- 2) The IQAC resolved to include the Controller of Examination, Dean, Alumni, and Director, DDE as members of IQAC.
- 3) On the proposal of the IQAC that there should be a Quality month wherein the entire month shall be devoted to the Quality activities in terms of teaching-learning, research, governance, and so on, the Registrar and member IQAC, proposed that it should be a Quality fortnight.
- 4) The IQAC also resolved to have environmental and academic audit of the University.

The Meeting ended with all the members extending their thanks to the Chair.



Professor Syed Mohammed Haseebuddin Quadri
Director, IQAC