

Swami Rama Himalayan University

Office of the Registrar

SRHU/Reg./OO/2024-137(i)

Date: 25th September 2024

OFFICE ORDER

Partial Modification of Office Order

In partial modification of office Order No SRHU/Reg/OO/2024-61 dated 13th April 2024, I am directed to inform that the following members of Internal Quality Assurance Cell (IQAC) are substituted as follows:

S.No.	Category	Name of the Substituted members	Name of the Existing members
1	Few Senior Administrative Officer	Mr. Vineet Bahuguna, GM- Administration & Workforce Development	Ms. Prabhjot Kaur, Dy. Manager (HR)
2	One of the Senior Teachers/Director as a Coordinator of the IQAC	Dr. Pradeep Kumar Varshney Director- IQAC	Dr. Deepa Singh, Professor, HIMS

Dr. Deepa Singh, Professor, HIMS, has been included as a member under the Category of "Teachers to represent all level" in the said cell.

Accordingly, the Internal Quality Assurance Cell (IQAC) at the University level is hereby revised, comprising of the followings:

S. No.	Category	Members	
1.	Head of the Institution	Dr. Rajendra Dobhal Vice-Chancellor, SRHU	Chairperson
2.	One Member of the Management	Dr. Vijendra D. Chauhan Director General (Academic Development)	Member
3.	Teachers to represent all levels	Principal, Himalayan Institute of Medical Sciences	Member
4.		Principal, Himalayan College of Nursing	Member
5.		Principal, Himalayan School of Bio Sciences	Member
6.		Principal, Himalayan School of Science & Technology	Member
7.		Principal, Himalayan School of Management Studies	Member
8.		Principal, Himalayan School of Yoga Sciences	Member
9.		Principal, Himalayan School of Pharmaceutical Sciences	Member
10.		Dr. Renu Dhasmana, Vice Principal (Administration), HIMS	Member
11.		Dr. Reshma Kaushik, Vice Principal (PG), HIMS	Member



12.	Few Senior Administrative Officers		Dr. Anuradha Kusum, Vice Principal (UG), HIMS	Member
13.			Dr. Barnali Kakati, Vice Principal, Paramedical (PG), HIMS	Member
14.			Dr. Kiran Bhatt, Vice Principal, Paramedical (UG), HIMS	Member
15.			Dr. Jayanti Semwal, Professor, HIMS	Member
16.			Dr. Juhi Kalra, Professor, HIMS	Member
17.			Dr. Ruchi Juyal, Professor, HIMS	Member
18.			Dr. Deepa Singh, Professor, HIMS	Member
19.			Dr. Vivek Kumar, Professor, HSBS	Member
20.			Dr. Som Aditya Juyal, Professor, HSMS	Member
21.			Dr. Grace Madonna Singh, Professor, HCN	Member
22.	Few Senior Administrative Officers		Director, Operations	Member
23.			Registrar	Member
24.			Finance Officer	Member
25.			Controller of Examinations	Member
26.			University Librarian	Member
27.			Director, Research & Development Cell	Member
28.			Mr. R.P.S. Rawat, DCM	Member
29.			Mr. Girish Uniyal, Head (E&M)	Member
30.			Mr. Vineet Bahuguna, GM-Administration & Workforce Development	Member
31.	One nominee from Local Society		Dr. Rajeev Bijalwan, RDI	Member
32.	One nominee from amongst students	Female	Ms. Diksha (MBBS - 2021 Batch)	Member
33.		Male	Mr. Prince Kumar (B.Sc. Nursing - 2021 Batch)	Member
34.	One nominee from amongst Alumni		Dr. Atul Aggarwal, Professor, HIMS	Member
35.	One nominee from employer		Dr. Rajesh Maheshwari, Medical Superintendent, Himalayan Hospital	Member
36.	One nominee from amongst Industrialists		Mr. Manu Kochar, Madhuban Hotel, 97 Rajpur Road, Hathibarkala Salawala, Dehradun, Uttarakhand 248001	Member
37.	One nominee from amongst stakeholders - Parent		Shri. Bijendra Singh F/O Ms. Diksha Kalinka Vihar, Majri Maafi, IIP Mokhanpur, Dehradun-248005	Member
38.	Few distinguished educationists and representatives for		Prof. P.D Juyal, Former Vice-Chancellor NDVSU	Member
39.			Prof. (Dr.) Hem Chandra, Director, Hospital Services, Himalayan Hospital	Member



40.	local management and stakeholders.	Prof. R.C. Sundriyal, Director-IQAC, HNBGU (A Central University), Srinagar	Member
41.	One of the Senior Teachers/Director as a Coordinator of the IQAC	Dr. Pradeep Kumar Varshney Director- Internal Quality Assurance Cell (IQAC)	Coordinator

Membership of the members shall be till 12th April 2026.

This bears approval of the competent authority.



Registrar

Copy to:

Hon'ble President

Hon'ble Vice Chancellor

Director General (Academic Development)

Advisor & Director Hospital Services

Advisors

Director, Operations

Principals of all constituent colleges/schools- *to intimate respective departments under your control*

Director, Medical Services

Finance Officer

Controller of Examinations

University Librarian

Director - IQAC

All concerned members of IQAC

} for kind information please



Ref. No. SRHU/IQAC/2024-21

2nd September, 2024

16th IQAC Meeting Notice

I am directed to inform all concerned that the 16th Meeting of Internal Quality Assurance Cell (IQAC) of Swami Rama Himalayan University, will be held on **28th September, 2024** (Saturday) at **12:30 PM** in the Conference Hall, Medical College, SRHU.

You are requested to kindly make it convenient to attend the meeting. The copy of Agenda is attached herewith as **Annexure-1** for your ready reference.

This bears approval of the competent authority.


Dr. Pradeep K. Varshney
Director Academic-Processes & Quality
SRHU

Copy to:

Hon'ble President for his kind information please
Hon'ble Vice Chancellor for his kind information please
All esteemed Members of the IQAC



Annexure-1

Agenda Items

The following agenda items will be discussed in the 16th meeting of IQAC scheduled on 28th September 2024, which include

Agenda Item No. 16.1: To confirm the minutes of the last meeting held on 15th April 2024 alongwith action taken report (**Annexure-1 attached**)

Agenda Item No. 16.2: Update on NAAC Peer Team Visit of 1st Cycle during 4-6 July 2024 and re-visit scheduled during 7-9 October 2024

Agenda Item No. 16.3: Progress report on Strategic Goals achieved by the academic units during last one year and SWOC analysis of Academic and Administrative Audit report of July-Dec.2023 (**all Principal to report**)

Agenda Item No. 16.4: Update on compilation of AQAR data for academic year 2023-24 and uploading it on NAAC site after the declaration of result (**all Criterion Leaders to report**)

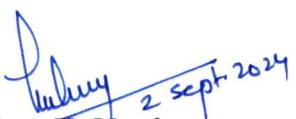
Agenda Item No. 16.5: Update on monthly report system for Data Quality Assurance Cell of the University

Agenda Item No. 16.6: **Completion of Academic and Administrative Audit of all programmes for academic year 2023-24 & 2024-25 alongwith its action taken report** to be prepared by all academic units and submit to IQAC office for further action.

Agenda Item No. 16.7: **Ready Reckoner** to be prepared by all academic units in lines with the University.

Agenda Item No. 16.8: Revision of existing guidelines of Academic and Administrative Audit into an Academic Audit Manual (**Director-IQAC to report**)

Agenda Item No. 16.9: Any other point with the permission of the Chair.


Dr. Pradeep K. Varshney
Director Academic-Processes & Quality
SRHU



Ref. No. SRHU/IQAC/2024-22

30th September 2024

Minutes of the Meeting of 16th IQAC Meeting

The 16th Meeting of the Internal Quality Assurance Cell of Swami Rama Himalayan University was held on 28th September, 2024 at 12.30 pm in the Conference Hall of the University. The following members were present in the meeting:

	Chairperson
1. Dr. Rajendra Dobhal, Vice Chancellor	Member
2. Dr. Sanchita Pugazhendi, Principal, HCN	Member
3. Dr. Sanjay Gupta, Principal HSBS and Criterion Leader-3	Member
4. Dr. Mohit Verma, Principal, HSMS	Member
5. Dr. Pramod Kumar, Principal, HSST	Member
6. Dr. Ajay Dubey, Principal, HSYS	Member
7. Dr. Ganesh Kumar, Principal, HSPS	Member
8. Dr. Reshma Kaushik, Vice Principal (PG), HIMS	Member
9. Dr. Anuradha Kusum, Vice Principal (UG), HIMS	Member
10. Dr. Barnali Kakati, Vice Principal. Paramedical (PG), HIMS	Member
11. Dr. Kiran Bhatt, Vice Principal, Paramedical(UG), HIMS	Member
12. Dr. Jayanti Semwal, Professor, HIMS, Criterion-4 Leader	Member
13. Dr. Ruchi Juyal, Professor, HIMS, Criterion-7 Leader	Member
14. Dr. Vivek Kumar, Professor, HSBS	Member
15. Dr. Som Aditya Juyal, Professor, HSMS Criterion-5 Leader	Member
16. Dr. Grace Madonna Singh, Professor, HCN Criterion-6 Leader	Member
17. Dr. Mukesh Bijalwan, Registrar	Member
18. Mr. Avnish Shalya, Finance Officer	Member
19. Dr. Archana Prakash, Controller of Examinations	Member
20. Dr. Rajeev Bijalwan, Rural Development Institute	Member
21. Dr. Atul Aggarwal, Professor, HIMS	Member
22. Dr. Rajesh Maheshwari, Medical Supt., Himalayan Hospital	Member
23. Mr. R.P.S. Rawat, DGM	Member
24. Mr. Vineet Bahuguna, GM-Admin. & Workforce Development	Member

25. Mr. Sanjay Mathur, GM IT	Special Invitee
26. Dr. Taruna Sharma, Professor HIMS	Special Invitee
27. Mr. Sunil Widge, Head Media & Publicity	Special Invitee
28. Dr. Nupur Srivastava, Library Representative	Special Invitee
29. Mr. Amrendra Kumar Chaudhary, Estate Officer	Special Invitee
30. Dr. Deep Shikha, Professor HIMS & Criterion-1 Member	Special Invitee
31. Dr. Nikku Yadav, Associate Prof. HIMS & Criterion-4 Member	Special Invitee
32. Mr. Aksh Dubey, Prof. HIMS & Criterion-2 Member	Special Invitee
33. Mr. Sandeep Kumar, Placement Coordinator	Special Invitee
34. Mr. Diwakar Ghildiyal, Asstt. Manager, HR Department	Special Invitee
35. Dr. Pradeep K. Varshney, Director IQAC	Member Secretary

The following members could not attend the meeting due to their commitments elsewhere and were granted leave of absence by the Chairperson.

1. Dr. Vijendra D. Chauhan, Director General (Academic Development)
2. Dr. Ashok K Deorari, Principal HIMS
3. Dr. Hem Chandra, Director, Hospital Services, Himalayan Hospital
4. Prof. Yogendra Singh, University Librarian
5. Dr. Bindu Dey, Director Research
6. Mr. Prince Kumar (B.Sc. Nursing - 2021 Batch)
7. Ms. Diksha (MBBS - 2021 Batch)
8. Mr. Manu Kochhar, Madhuban Hotel, 97 Rajpur Road, Dehradun
9. Prof. R.C. Sundriyal, Director-IQAC, HNBGU
10. Dr. Renu Dhasmana, Vice Principal (Administration), HIMS
11. Mrs. Sadhna Mishra, Director Operations
12. Dr. Juhi Kalra, Professor, HIMS, Criterion-1 Leader
13. Dr. Deepa Singh, Professor HIMS and Criterion-2 Leader
14. Mr. Bijendra Singh, F/O Ms. Diksha, Dehradun
15. Prof. P.D. Juyal, Former Vice Chancellor, NDVSU
16. Mr. Girish Uniyal, Head (E&M)

The Vice Chancellor welcomed all the members. He introduced Director IQAC being his 1st meeting with all the members and requested him to present the agenda.

The Director IQAC presented the agenda. There were detailed deliberations on each agenda. Resolutions on each agenda alongwith recommendations and observations of members are presented hereunder.




Agenda Item No. 16.1: To confirm the minutes of the last meeting held on 15th April 2024 alongwith action taken report

The minutes of the meeting of 15th IQAC meeting held on 15th April 2024 was approved as brought in the meeting. The same is attached as **Annexure-1**

The strategic plan of all the academic units was reviewed by Director General-AD against action taken report.

Agenda Item No. 16.2: Update on NAAC Peer Team Visit of 1st Cycle during 4-6 July 2024 and re-visit scheduled during 7-9 October 2024

Director IQAC informed the house about the 1st NAAC cycle Peer Team visit held during 4-6 July 2024 and also about the re-visit scheduled during 7-9 October 2024. He also mentioned that during NAAC preparedness visit of all academic units by the Vice Chancellor, Director General and Director IQAC, the observations and gaps identified were informed to all concerned academic unit Principals for taking further necessary action.

The Vice Chancellor told all the members to devote extra time to complete the pending work, if any as some of the gaps during inspection of academic units were brought to notice of all concerned, must be fulfilled as there will be another round of mock inspection prior to NAAC Peer team visit.

Agenda Item No. 16.3: Progress report on Strategic Goals achieved by the academic units during last one year and SWOC analysis of Academic and Administrative Audit report of July-Dec. 2023 (all Principal to report)

All the Principals of academic units presented the progress on Strategic Goals achieved during 2023-24 and SWOC analysis of Academic and Administrative Audit report of July-Dec. 2023.

The Vice Chancellor suggested all the Principals to work on strategic sub-goals, which have not been achieved so far by concerned academic units. In future, these should be included in review meetings on quarterly basis at institute level so that timely action could be initiated for achieving the goals and sub-goals of strategic plan.

Director IQAC also suggested to do SWOC analysis after every 6 months or on annually as the case may be and submit to IQAC time to time.

Agenda Item No. 16.4: Update on compilation of AQAR data for academic year 2023-24

Director IQAC informed all the members about the work done related to AQAR data compilation, which include,

- i) The Director General-AD sent a mail on 27 May 2024 to all the concerned Principals to send informations on monthly basis alongwith requisite documents as links. After reviewing the AQAR sheets, it was decided to compile the entire information as per AQAR sheets only.
- ii) A google spreadsheet link was created for AQAR data and a training session of all Principals, Criterion Leaders, faculty member and staff was organized on 24.07.2024.



iii) After reviewing the received information from all Principals and other officers of the University in the 1st week of September 2024, it was observed that only 50% information was updated by the majority of the offices.

The Vice Chancellor asked all the Criterion Leaders to share their areas of concerns where information not received by them. The deliberations are summarized below: -

Criterion Leader-1 represented by **Dr. Deep Shikha** informed that feedback report and action taken report for 2023-24 and onwards have not been received from anyone. The Vice Chancellor informed all the Principals of academic unit to complete the feedback analysis alongwith action taken report and send to IQAC for further action.

The faculty feedback shall be shared by ERP Coordinator Mr. Piyush with all the Principals immediately as per directions given in the meeting.

Criterion Leader-2 No issue was reported by **Dr. Aksh Dubey** representing Criterion-2.

Criterion Leader-3 Dr. Sanjay Gupta not reported any issue as such but the Vice Chancellor asked about seed money and Intramural grants closure report and Utilization Certificate issue in the meeting and asked the Director Research to do as per extramural projects, if not done so far.

The Vice Chancellor also informed all the members that SRHU h-index has increased to 45 from earlier 44. He also enquired about the registration of faculty members on Scopus and Vidwan portal. Majority of the Principal confirmed about 100% closure but for HIMS Dr. Anuradha Kusum was told to look into to complete it immediately.

Dr. Nikku Yadav requested all members to share the information of awards won by the faculty members for inclusion in the University presentation.

Director IQAC apprised the house that only few numbers have increased i.e., Scopus 125 and Vidwan portal 213. He also suggested to edit the affiliation as SRHU on Vidwan portal then only maximum numbers will appear on Vidwan portal.

Dr. Jayanti Semwal, Criterion Leader-4 informed that except balance sheet of the University, other data is available. Some of the points related to infrastructure were brought to the notice of engineering department. She also raised the issue of developing video lecture in lines with NPTEL, MOOCs.

The Vice Chancellor told all the Principals to identify minimum two course per school /per year starting from academic year 2024-25. It will help IQAC to get few marks in NAAC assessment during 2nd cycle. Engineering department was also told to compete the pending work on priority.

Criterion Leader-5 Dr. Som Aditya Juyal reported that alumni contribution of passing out batch 2023-24 is in the process of finalization.

The Vice Chancellor asked to compile the scholarship data for 2024-25 admitted students.

Criterion Leader-6 Dr. Grace Madonna Singh reported that following informations of 2023-24 are pending: -

- i) Balance sheet and financial audit report pending from Finance Officer.
- ii) Copies of letter indicating the grants received from Govt. and Non-Govt. bodies.

iii) Reports of quality events conducted by the Institutes/ Schools for the students

The Vice Chancellor informed all concerned to provide these documents as early as possible.

Criterion Leader-7 Dr. Ruchi Juyal reported that following issues

- i) Tactile path for blinds may be explored again, as it was pointed out by the NAAC Peer team during 1st visit, which may be done at least at one place in the campus.
- ii) Signages of STP, ETP, E-Waste, Compost Pit, Recycling paper need to be displayed nearby MTO.
- iii) Minor Repairing of road towards STP, ETP, E-Waste, Compost Pit, Recycling paper and Biogas plant.
- iv) Green Audit Report has been received from the agency.

The Vice Chancellor informed Engineering department to take necessary steps to complete the task within time and explore the possibilities of tactile path as per the requirements of NAAC.

Agenda Item No. 16.5: **Update on monthly report system for Data Quality Assurance Cell of the University**

Director IQAC informed all the members that monthly report will be complied for academic year 2024-25 onwards in excel sheet alongwith desired documents/ annexures both in scanned and in editable formats. The proforma of the same will be send to all concerned after NAAC re-visit inspection in the form of a notice. A training session will also be organized for Principals, Vice Principals and their office staffs after the mail.

Agenda Item No. 16.6: **Completion of Academic and Administrative Audit of all programmes for academic year 2023 and 2024 alongwith its action taken report to be prepared by all academic units and submit to IQAC office for further action.**

The Vice Chancellor informed all the Principals to complete Academic and Administrative Audit for 2023 and 2024 as per past practices and submit action taken report to concerned Criterion Leader and IQAC Director.

Agenda Item No. 16.7: **Ready Reckoner to be prepared by all academic units in lines with the University**

Director IQAC informed the august gathering that a SRHU Ready Reckoner has been created highlighting the University credentials and shared with all academic units and other officers of the University in view of NAAC Peer Team visit. All Principals of the academic unit have to create Ready Reckoner at Institute level and for that a common format has already been shared by Director IQAC.

Agenda Item No. 16.8: Revision of existing guidelines of Academic and Administrative Audit into an Academic Audit Manual

Director IQAC apprised all the members that existing Guidelines of Academic and Administrative Audit will be revised into an Academic Audit Manual alongwith forms for audit by the end of December 2024. The same will be effective from January 2025.

Agenda Item No. 16.9: Any other point with the permission of the Chair.

The Vice Chancellor asked all the Principals and Vice Principal HIMS to complete the work of Board of Studies for both UG and PG programmes, if pending. He also informed the house that a new BOS committee shall be constituted in this regard to ensure and streamline the time-bound completion of Board of Studies and Regulations of the University.

The meeting ended with a vote of thanks by the Chairperson.

Pradeep Varshney
30. Sept. 2024

Dr. Pradeep K. Varshney
Director, IQAC

Rajendra Dobhal
Dr. Rajendra Dobhal, FNASc
Vice Chancellor

Copy to:

Hon'ble President for his kind information please
Hon'ble Vice Chancellor for his kind information please
All Esteemed Members of the IQAC
All Special Invitees



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