

University of Petroleum and Energy Studies

Dehradun

Minutes of Meeting

Internal Quality Assurance Committee (IQAC)

Date - 19.02.2014

27.02.2014

Members Present:

1. Dr. Srihari, Campus Director
2. Dr. Anirban Sen Gupta, Head – College of Management & Economic Studies
3. Dr. Kamal Bansal, Head – College of Engineering
4. Dr. Tabrez Ahmad, Associate Dean, College of Legal Studies
5. Dr. Amitabh Bhattacharya, Controller of Examinations
6. Dr. V.J.Byra Reddy, AVP-Academics & Accreditation
7. Mr. Bharat Chauhan, Head – Enrolment
8. Mr. Amal Gupta, VP-HR
9. Mr. Ravindra Yatagiri, Dy. Director – IT
10. Mr. Sanjeev Goyal, Dy. Director- Finance.
11. Dr. Mandira Agarwal, Faculty from COES
12. Mr. Sandeep Vasist, Finance Controller
13. Mr. P.K. Gupta, Head- CCE
14. Mr. Vinil Pant, Head – Career Services
15. Dr. (Brig.) Anil Kumar Sharma, DSA
16. Dr. S.R.Das, Sr. Professor, Member Secretary – IQAC

Leave of absence:

1. Dr. Parag Diwan, Vice Chancellor – Chairperson.
2. Mr. Utpal Ghosh, PVC
3. Dr. J.P.Gupta, Director – QA

This was the first meeting of IQAC held after 2nd cycle of NAAC accreditation. In absence of VC the meeting was chaired by Dr. Srihari, Professor and Campus Director. The meeting started with welcoming the members and discussed the following agenda items:

1. Discussion on feedback given by NAAC peer team

Item wise comments/feedback given by NAAC peer team were shared with members. The members discussed each recommendation given by NAAC and felt most of the recommendations will have to be implemented.

2. Nomination of criteria wise champions for AQAR preparation

Item wise AQAR with responsibility centres were discussed with members. Thereafter the criteria wise Champions were identified. Dr. Das stressed on timely submission of AQAR to NAAC. He requested all concerned Champions to provide the information of their domain latest by 7th July 2014, so that the same can be compiled by Academic Affair Department to place it for the approval of Academic Council/BOM before submitting the same to NAAC.

3. Discussion on Student Feedback through Net Promoter Score (NPS)

It is decided to conduct Net Promoter Score (NPS) survey among students to access the number of promoters and detractors among students. Further, it was also felt that NPS survey would provide meaningful feedback to the institution on its academic and administrative environment.

4. Going forward – International Accreditation

It was suggested that Dr. V.J. Byra Reddy make a presentation to the Management Committee on available international accreditations for Business Education so that UPES could decide on a suitable International accreditation to pursue for its College of Management & Economics Studies.

5. Departmental review / Departmental Retreat

It was suggested that departments to go on retreats to a place outside UPES for 2-3 days, review functioning of the department in the previous year and set agenda for growth in the successive year.

There being no other item, the meeting ended with the vote of thanks to the Chair.
