

**Minutes of the meeting held on 28.06.22 regarding NAAC Peer Team Recommendation -2019**

A meeting regarding NAAC Peer Team Recommendation -2019 and to review the subsequent follow-up action taken by the concerned departments was held on **28-06-2022 at 03:00 P.M** in the Committee Room of DIQA, under the chairmanship of Director, DIQA. The following members were present during the meeting.

1. Director, DIQA (in Chair)
2. Deputy Director, DIQA
3. Er. Mujtaba Shafi, Scientist-B, DIQA
4. Section Officer, DIQA
5. Mr. Gowhar Ayoub, Assistant Programmer, DIQA
6. Mr Wasim Hussain Bhat, ATO, DIQA
7. Mr. Ozair Nissar, Liaison Officer, DIQA
8. Mr. Reyaz Ahmad Mir, Head Assistant, DIQA
9. Mir Mohammad Aslam, Senior Assistant, DIQA

During the meeting several issues regarding the recommendations made by NAAC PEER TEAM in 2019 and the progress made so far on these recommendations were discussed and following was resolved against each recommendation

**NAAC Recommendation I: University should promote linkages with industries which will help in Curriculum Design, Joint Research Projects, Student's Internship and Placement**

**Resolved:** The meeting was informed that DIQA has already made some efforts in this direction and wrote letters and subsequent reminders to Dean Academic Affairs with a request for issuance of circular to all the departments to get the needful done. However no response or any update in this regard has been received by DIQA till date. As such it was resolved that DIQA shall now adopt a different strategy and directly approach such Schools, Departments and Centres of the University who have potential for Industrial linkages such as Department of Management Studies, Department of Food, Science and Technology, Department of Pharmaceutical Sciences, Media Education Research Centre, Department of Commerce, Department of Bio-resources, Institute of Home Science, Department of Social Work, Dept of Bio-Technology, CORD, IOT Zakura campus and other such departments especially from School of Applied Sciences & Technology, Biological Science, Engineering, Physical & Mathematical Science & Earth & Environmental Sciences.

The departments shall be requested through letters to provide the details to DIQA (if any) about involvement of professionals from industry in Syllabus and Curriculum Design at their department within a stipulated time. However it was also resolved that for those departments who don't have yet any industrial linkages as far as curriculum design is concerned then such departments would be requested to include professionals from industry in the University Statutory bodies like BORS etc. to design the course curriculum as per the requirements of the industry so that necessary feedback from job market is incorporated while designing the syllabus of their programs and courses.

**NAAC Recommendation II: Taking the local needs into consideration, offer short-term, job oriented certificate courses and diploma programs, including a program on Political science and Conflict Resolution for your students and for the general public**

**Resolved:** The meeting was informed that several departments, extension centres and Directorates of the University such as Directorate of Life Long Learning, Directorate of Distance Education and few other departments are already offering skill based & job oriented certificate courses and diploma programs and the details of such programs is available on their respective websites. However there is no program on Peace and Conflict resolution offered by any department of the University at present.

As such it was resolved that DIQA shall write a letter to Head , Department of Political Science to initiate the process of having the program on the aforesaid theme included in his Department as per the recommendations of PEER NAAC TEAM.

**NAAC Recommendation III: Conduct a series of workshops on outcome based education so that a learning outcome curriculum framework is developed and adopted**

**Resolved:** The meeting unanimously resolved that all departments through the concerned Deans of the Schools shall be informed through letters to conduct a series of outcome based workshops in consultation with University Consultant CBCS so that a learning outcome curriculum framework is developed & adopted as per the recommendation of the Peer NAAC Team.

**NAAC Recommendation IV: Launch a publication unit that will take care of the University Journals and all publication/print –related matter**

**Resolved:** During the meeting it was resolved that to have further deliberation on this NAAC recommendation a meeting of Registrar, Dean Research, Director DIQA & Director IT&SS be convened so as to explore the structure, mandate and role of any such publication unit to be established in the university.

**NAAC Recommendation V: Avoid Duplication of Work**

The meeting was informed that NAAC Peer Team during its visit to the campus in May, 2019, had observed that same work in terms of digitization of University record is being carried out by more than one or two departments which amounts of duplication of work & wastage of resources and hence needs to be avoided.

**Resolved:** During the meeting it was resolved that DIQA shall write to both **Allama Iqbal Library and Directorate of IT&SS** with a request to provide the details of digitization of University record being carried out by them such as building institutional repositories and archives and other such assignments of similar nature so as to avoid redundancy in future.

**NAAC Recommendation VI: The University can offer expertise and partner with the State government in the area of Disaster Management**

The meeting was informed that DIQA has already written to Head, Department of Geography & Disaster Management in this regard with an intimation to the office of Hon'ble Vice Chancellor, Dean Academic Affairs and Registrar also alongwith subsequent reminder 01. However till date no response or update has been received by the office of DIQA from any of these.

**Resolved:** It was resolved that Reminder 02 be served to the concerned Head of the department in this regard and reference of the meeting chaired by the Hon'ble Vice Chancellor in the recent past regarding follow up on NAAC Peer Team recommendations be also made in that.

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**NAAC Recommendation VII:** Kashmir University has the potential to become a major centre for translation, especially for translating rare texts from Kashmiri to English and Hindi and from English/Hindi to Kashmiri

**Resolved:** The meeting was informed that DIQA has already written to Dean Faculty of Arts, languages and Literature in this regard with subsequent Reminder 01 being also served. However no response has been received by DIQA from the concerned quarter on this.

Meanwhile some of the members informed the meeting that Department of Kashmiri has been identified for this task by the UT administration of J&K and as such it was resolved that DIQA shall write to the Head, Department of Kashmiri to know the status /update on this centre of translation.

**NAAC Recommendation VIII:** University should take steps to fill the vacant post at the earliest as 25 percent posts are vacant, although advertised

The meeting was informed that DIQA has already written to the recruitment section of the University regarding this and subsequent reminder has also been served. However till date no update has been received by DIQA regarding the same from the concerned section.

Meanwhile the meeting observed that some process regarding filling of the vacant positions has been initiated by the University administration in the recent past for instance advertising and conducting exams for various non-teaching positions such as Junior Assistant and Assistant Registrar is concerned and interviews for various teaching positions under CAS is also underway.

**Resolved:** The meeting resolved that although process to fill the vacant positions has been initiated off late nevertheless DIQA shall once again write to the recruitment section as reminder 02 to have the data on the number of positions vacant, number of positions advertised and number of positions filled as on date.

**NAAC Recommendation IX:** EMMRC, using its material and human resources can launch short- term and long -term academic programs

The meeting was informed that DIQA has already written to Director EMMRC in this regard with an intimation to the office of **Hon'ble Vice Chancellor, Dean Academic Affairs and Registrar** also alongwith subsequent reminder 01. However till date no response or update has been received by the office of DIQA from any of these.

**Resolved:** It was resolved that Reminder 02 be served to **Director EMMRC** in this regard and reference of the meeting chaired by the **Hon'ble Vice Chancellor** in the recent past regarding follow up on NAAC Peer Team recommendations be also made in that.

**NAAC Recommendation X: Some Departments have not articulated their vision, mission and future plans clearly**

The meeting was informed that DIQA has already made some efforts in this direction and wrote letters and subsequent reminders to Dean Academic Affairs with a request for issuance of circular to all the departments to get the needful done. However no response or any update in this regard has been received by DIQA till date.

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**Resolved:** It was resolved that DIQA shall now adopt a different strategy and write to the Deans of the Schools who may then impress upon the Heads of the Departments falling under the domain of their respective schools to have the vision, mission and future plans of their department clearly spelled out on their departmental websites. The departmental vision, mission and future plans should be in sync with the overall vision, mission and future plan of the university. It was also resolved that the departments may take help from any content manager within the University in drafting these details and then upload the content on their departmental websites.

**In addition to the above NAAC recommendations following items were also discussed**

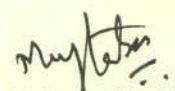
**Reconstitution of Advisory Committee DIQA:** The meeting was informed that the term of the previous Advisory Committee of DIQA is expiring on **01/08/2022** and as such it was resolved that a fresh proposal be drafted for perusal of authorities for reconstitution of the Advisory Committee.


**List of NAAC recommendations, action taken by departments & present status to be presented to the Hon'ble Vice Chancellor:** The meeting was also informed that repeated attempts by DIQA to request the concerned departments to take steps regarding the implementation of NAAC recommendations has so far evoked little or no response from the departments and as such the matter must be now brought to the knowledge of the **Hon'ble Vice Chancellor**.

It was resolved that the authorities at DIQA shall seek an appointment with the **Hon'ble Vice Chancellor** and apprise the progress made so far on the recommendations of the **PEER NAAC Team**.

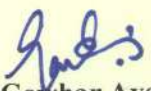
*The meeting concluded with vote of thanks to the chair*

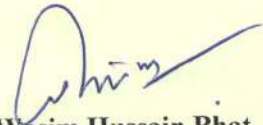
  
Prof. Manzoor Ahmad Shah  
Director, DIQA (in Chair)


  
Er. Mujtaha Shafi,  
Scientist B (DIQA)


  
Mr. Showkat Shafi  
Deputy Director, DIQA


  
Section Officer, DIQA

  
Mr. Gowhar Ayoub  
Asstt. Programmer, DIQA

  
Mr. Wasim Hussain Bhat,  
ATO, DIQA

  
Mr. Ozair Nissar,  
Liaison Officer, DIQA

  
Mr. Reyaz Ahmad Mir,  
Head Assistant, DIQA

  
Mir Mohd Aslam,  
Senior Assistant, DIQA



# UNIVERSITY OF KASHMIR

## HAZRATBAL, SRINAGAR

No F. 06(DIQA-AQAR2020-21 meet)/KU/2022  
Dated: 23/06/22

### Notes

#### Minutes of the meeting held on 23.06.22 regarding submission of AQAR 2020-21

A meeting related to the submission of AQAR 2020-21 was held on 23.06.22 at 12.30 PM in the Committee Room of DIQA, under the chairmanship of Director DIQA. The following members were present during the meeting.

1. Prof Manzoor A Shah Director, DIQA (in Chair)
2. Mr Showket Shafi, Deputy Director, DIQA
3. Er. Mujtaba Shafi, Scientist-B, DIQA
4. Mr. Gowhar Ayoub, Assistant Programmer, DIQA
5. Mr. Ozair Nissar (Liaison officer), DIQA
6. Mr. Mir Mohammad Aslam, Sr. Assistant, DIQA

Mr Asim, System Engineer Directorate of IT&SS attended the meeting as a special invitee

During the meeting several issues regarding the various parameters of AQAR 2020-21 were discussed threadbare and following was resolved

**Departmental Websites to be updated:** The meeting was informed that some of the Teaching Departments, Directorates, Campuses and Research centres are yet to update their departmental websites as per the guidelines laid down by NAAC.

**Resolved:** It was resolved that DIQA shall write a letter to the Director IT&SS with a request to assign the task to some official of his Directorate who would go through the websites of various Departments/Directorates/Campuses/Research centers of the University and check whether these websites are updated and in conformity with the guidelines issued by NAAC.

**Letter to DAA for issuance of circular regarding Program Outcome & Syllabus revision details on Departmental Websites:** The meeting was informed that most of the departments have not defined the program outcomes explicitly on their departmental websites which was observed by the Peer NAAC Team during its visit to the campus and same is true as far as the details about syllabus revision is concerned.

**Resolved:** It was resolved that DIQA shall write a letter to Dean Academic Affairs with a request that circular be issued to all the departments in this regard to spell out the program outcomes on their departmental websites so that the program outcome of each and every program/course offered by the University be well comprehended by various stakeholders of the University such as students, scholars, teachers, researchers, national and international accreditation and ranking agencies.

It was also resolved that in the same letter DIQA shall again request the DAA for issuance of circular to the departments regarding syllabus revision claims being made by some departments without providing any documentary evidence. In the said circular DAA shall direct all the heads of the departments through a circular to provide document of the minutes of the meeting of BOS to DPDC, DIQA as and when required while claiming any such revision being made in the syllabus and also upload the same on their departmental websites.

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# UNIVERSITY OF KASHMIR

## HAZRATBAL, SRINAGAR

### Notes

The meeting was informed by DIQA office that a letter under N. F(AQAR Meeting-DIQA)KU/22 dated 20.04.2022 in this regard has already been forwarded to DAA as a follow up to the previous AQAR meeting held on 28.03.2022 and one more effort shall be made in this direction through a fresh letter.

**Criteria 1.3.4 : Number of students undertaking field projects/research projects/internships during the year 2020-21:**

The meeting was informed that there are some departments who have such field projects/research projects/internships as part of their PG program but have not provided the details about these and left the template blank while providing the details for AQAR to DP&DC, DIQA

**Resolved:** It was resolved that DP&DC shall identify such departments who despite having such field projects /internships in their program at PG level have not provided the details regarding the same. DP&DC shall provide the list of such departments to DIQA office so that letters could be sent to them.

**Criteria 1.4.1: Feedback forum on University Website**


The meeting was informed that the online Feedback forum which is being monitored by IT&SS should also include Alumni as one of the components


**Resolved:** As such it was resolved that necessary technical changes be made accordingly in the online feedback forum to have the above option added also and Mr. Asim System Engineer IT&SS assured that the change shall be incorporated accordingly.

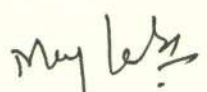
The meeting concluded with vote of thanks to the chair

  
Prof Manzoor A Shah  
Director, DIQA (In Chair)

  
Mr Showket Shafi,  
Deputy Director, DIQA

  
Mr. Gowhar Ayoub,  
Assistant Programmer, DIQA

  
Mr. Mir Mohammad Aslam,  
Sr. Assistant, DIQA

  
Er. Mujtaba Shafi,  
Scientist-B, DIQA

  
Mr. Ozair Nissar  
(Liaison officer), DIQA

**Record note of the meeting held on 31-05-2022 at 03:00PM in the office chamber of Director, DIQA regarding changes in the Annual Report for the Academic Year 2022-23 (01-04-2022 to 31-03-2023)**

**Members Present:**

- Prof Anwar Hassan Director DIQA (In Chair)
- Mr Showkat Shafi, Deputy Director,
- Er. Mujtaba, Scientist -B
- Mrs Neelofar Jabeen, Section Officer,
- Mr Wasim Hussain, Assistant Technical Officer,
- Mr Ozair Nisar, Liaison Officer,
- Er. Asim Banday, System Engineer,
- Mr Faisal Amin Shah.

At the very outset Mr Wasim Hussain Assistant Technical Officer / Assistant Nodal Officer AISHE and In-charge Annual Reports welcomed all the members present in the meeting and initiated proceedings as per the agenda.

Mr Wasim Hussain ATO outlined need of DIQA portal for its follow up reports vis a vis Annual report / Statistical Digest / AISHE Report / AQAR. The agenda was discussed threadbare and all those the components where changes were required were discussed as per the following agenda

**AGENDA:-**

1. Some changes in Annual Report 2022-23.
2. Closure of DIQA portal for the Academic year 2021-22 and opening of link for Academic year 2022-23 with some changes in portal.
3. Different online format for centers like EMMRC, SRC, DLL, Allama Iqbal Library, UGC-HRDC, Physical Education & Sports, DSW, CCPC etc.
4. Deactivation of faculty members and departments coming under satellite campuses of Leh and Kargil.
5. Creating DIQA Unit at Sub Office Jammu Bathandi.

**Item No.01 :-**

It was resolved that Nodal Officer , Academic Coordinator and Placement officer column will be added in the Annual Report 2022-23. It was also resolved that employability column will be added in the Class activity column and Email / phone Numbers of the Eminent Scholars will also be added in its relevant column of DIQA portal.

It was further resolved that repetition wherever made in previous reports will be looked into and will be removed in the future reports. It was also resolved that the details of applications / admissions / enrollments will be collected from the main source. It was further resolved and agreed that details of PhD. and project data information will be collected from the office of the Dean Research / Secrecy respectively.

**Item No.02 :-**

It was resolved that the link of DIQA portal for the Academic year 2022-23 will be made open and active only after desirable changes will be made by IT&SS . In this regard, formal letter alongwith needful changes will be forwarded to the Director IT&SS and then after a link for DIQA portal will be made open and active for faculty members and Nodal Officers for filling and updating information on the DIQA portal for the Academic year 2022-23.

**Item No.03 :-**

It was discussed in the meeting that all extension centre's will not come under one single format as per their requirements. However, it was resolved that a word format upload option will be made available in the DIQA portal for all extensions centre's so that they can fill their activities and upload on DIQA portal.

**Item No.04:-**

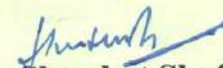
It was resolved that a note will be prepared and forwarded to authorities to authorize DIQA Office to deactivate faculty members and departments which fall under the jurisdiction of Leh and Kargil Campuses now reconstitutes as University of Ladakh.

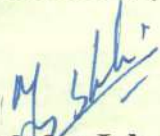
**Item No.05:-**


It was resolved that a note in this matter will be submitted to the authorities for authorization of creating DIQA Unit and appointment of a Nodal Officer at Sub Office Jammu, Bathandi.


Finally Mr Wasim Hussain ATO / Assistant Nodal Officer AISHE concluded the meeting with a vote of thanks to the Chair and all members present in the meeting.

  
**Prof Anwar Hassan**  
Director DIQA (In Chair)

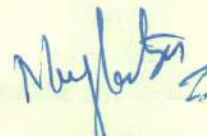
  
**Mr Showkat Shafi,**  
Deputy Director, (Member)

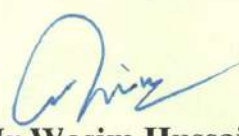
  
**Mrs Neelofar Jabeen**  
Section Officer (Member)

  
**Mr Ozair Nisar**  
Liaison Officer (Member)

  
**Faisal Amin Shah**  
(Member)

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*31/05/2022.*

  
**Er Muhtaba**  
Scientist-B (Member)

  
**Mr Wasim Hussain**  
Assistant Technical Officer (Member)

  
**Er Asim Bandy**  
System Engineer (Member)