

MADHYANCHAL PROFESSIONAL UNIVERSITY
INTERNAL QUALITY ASSURANCE CELL (IQAC)

MPU/IQAC/2023/May/039

Date: 23/05/2023

DATE SCHEDULED: 24/05/2023

TIME: 11:00 AM

VENUE: Pro Vice Chancellor Office

ATTENDEES:

- | | |
|-------------------------------|---|
| 1. Dr.Rajesh Kumar Rai | Director General |
| 2. Dr.Kamlesh Mishra | Pro-Vice Chancellor |
| 3. Prof.Lalit Avasthi | Registrar |
| 4. Mr.Dinesh Kumar Awadhiya | Director Finance |
| 5. Dr. Savita Tiwari | Dean, Students Welfare |
| 6. Dr.G.F.Ansari | Dean, Research |
| 7. Dr. Neeraj Sharma | Dean, Faculty of Medical and Paramedical Sciences |
| 8. Dr. Satwik Sahay Bisarya | Dean, Faculty of Agriculture Science and Technology |
| 9. Prof. Sameena Zafar | Deputy Dean, Faculty of Engineering and Technology |
| 10. Dr. Sunil Patidar | Dean, Faculty of Sciences & IT |
| 11. Dr. Rashmi Upadhyay | Dean, Faculty of Education, I/C Dean, Faculty of Arts,
Social science and Humanities |
| 12. Mr. Israr Khan | I/C Dean, Faculty of Management & Commerce |
| 13. Ms. Savita Singh | Head HR/PR |
| 14. Mr. Saurabh Mandloi | Head, T&P |
| 15. Prof. Mayank Bhargava | Deputy Registrar Examination |
| 16. Dr. Jitendra Kumar Mishra | Deputy Registrar (Academic & Research) |

MEETING OBJECTIVE: Review and discussion on the academic activities (Jan-June-2023).

AGENDA:

1. Discussion on the Academic Activities conduction.
2. Status of the Course Coverage.
3. Discussion on the improvement in the class attendance.
4. Report of the Value added course conducted in the session (Jan-June-2023).
5. Maximum participation of the students during the placement drive.
6. Discussion on the commencement of the classes of 7th semester & Registration schedule.
7. Subject distribution & Faculty Load for the odd session (July-Dec-2023)
8. Status of the Ph.D. Course Work Class.
9. Preparation for the Ph.D. Entrance Examination scheduled on 24th June 2023.
10. Discussion on the Daily Work report & Monthly Reports submission.
11. Any other points/issues with the permission of chair


Dr. Satwik Sahay Bisarya

Coordinator, IQAC

Madhyanchal Professional University, Bhopal

**MADHYANCHAL PROFESSIONAL UNIVERSITY,
BHOPAL (MP)**

MEETING ATTENDANCE

**MADHYANCHAL PROFESSIONAL UNIVERSITY
BHOPAL (MP)**

MEETING ATTENDANCE

Review and Discussion on the Academic Activities (Jan-June-2023)

DATE: 24/05/2023

VENUE: Pro Vice Chancellor Office

TIME: 11:00 AM

S.No.	Name	Designation	Sign	Remark
1.	Dr. Rajesh Kumar Rai	Director General		
2.	Dr. Kamlesh Mishra	Pro-Vice Chancellor		
3.	Prof. Lalit Avasthi	Registrar		
4.	Dr. G. F. Ansari	Dean (Research)		
5.	Prof. Aesha Lyakhat	NBA		
6.	Dr. Subinik Biswas	Dean, FAST		
7.	Dr. Neelam Shrivastava	Dean, FMPS		
8.	Mayank Bhargava	Dy. Reg. Exam		
9.	Dr. Ekshmi Upadhyay	Dean, ARTU & Humanities		
10.	Dr. Sanita Tiwari	Head, DEAC, DSW		
11.	Dr. Reta Rawson	Head EB/EO		
12.	Dr. Sunil Patidar	Dean Sciences		
13.	Sanita Singh	Head - HR/PR		
14.	Sanjay Madhwa	Head T&P		
15.	Dinesh K. Awasthi	CFO		
16.	Dr. Dipendra K. Mishra	Dy. Controller (HR)		

MADHYANCHAL PROFESSIONAL UNIVERSITY, BHOPAL (MP)

MINUTES OF MEETING

DATE OF THE MEETING CONDUCTED: 24/05/2023

TIME: 11:00 AM

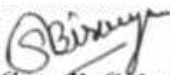
VENUE: Pro Vice Chancellor Office

MEETING MINUTES:

1. Meeting started with the opening remark of Dr.Kamlesh Mishra (Pro-Vice Chancellor).
2. Dr.Kamlesh Mishra (Pro-Vice Chancellor) instructed to all to work for the attendance improvement. He further instructed that value added courses must be conducted as per their schedules & all academic activities must be conducted as per the academic calendar.
3. Mr.Dinesh Kumar Awadhiya (Director Finance) informed that some students are receiving scholarship in their account but not paying their course fees timely. Information to be passed to the students regarding submission of the fees.
4. Dr.Neeraj Sharma (Dean, Faculty of Medical and Paramedical Sciences) informed that we are conducting activities in our schools due to this class attendance has been improved.
5. Dr.Satwik Sahay Bisarya (Dean, Faculty of Agriculture Science and Technology) informed that we are calling to the parents & students both for the class attendance.
6. Dr.Kamlesh Mishra (Pro-Vice Chancellor) instructed that rotation wise duty of the Faculty members to be assigned in the main gate from 09:00am to 09:45 am.
7. Dr.Neeraj Sharma (Dean, Faculty of Medical and Paramedical Sciences) informed that they have requirement of the faculties in the Nursing & Pharmacy.
8. Dr.Kamlesh Mishra (Pro-Vice Chancellor) instructed that valuation of the examination copies must be done as per norms. He further instructed that revaluation of the copies to be done by the two evaluators & average of nearest of the two evaluators to be added in the previous marks.
9. Dr.Kamlesh Mishra (Pro-Vice Chancellor) instructed that decision on UFM cases to be done before declaration of the result. Mr.Mayank Bhargava (Deputy Registrar

Examination) informed that committee takes decision on the UFM cases & there are three categories in the decision of UFM case. (a) Student become fail in particular one subject, (b) Semester back rule applied, (c) Year back rule applied.

10. Dr. Satwik Sahay Bisarya (Dean, Faculty of Agriculture Science and Technology) & Dr. Sunil Patidar (Dean, Faculty of Sciences & IT) informed that syllabus coverage of 4th & 2nd semester is around 3 & 2 units respectively.
 11. Dr. Kamlesh Mishra (Pro-Vice Chancellor) instructed that maximum participation of the students to be ensured in campus placement drive. Mr. Saurabh Mandloi (Head, T&P) requested that cooperation from all faculties is needed so that maximum participation of the students to be there.
 12. Dr. Savita Tiwari (Dean, Students Welfare) informed that T&P Classes for the 7th semester students to be conducted so that students can get placed in the companies.
 13. Dr. G.F. Ansari (Dean, Research) informed that Ph.D. Entrance Examination-2023 is scheduled on 24th June-2023 in online mode & Interview followed by documents verification is scheduled on 3rd July in offline mode. DRC Committee list from all the Deans is required & Cooperation of DRC committee needed during entrance examination & interview.
 14. Dr. G.F. Ansari (Dean, Research) informed that Ph.D. Course Work Examination is scheduled from 15th June 2023, Cooperation of DRC committee needed during course work examination & presentation.
 15. It has been decided among all the attendees that 7th semester classes to be started from 03-07-2023.
 16. It has been decided among all the attendees that Subject distribution & Faculty Load for the odd session (July-Dec-2023) to be submitted by 31-05-2023.
 17. It has been decided among all the attendees that daily working report, syllabus coverage report and monthly reports to be submitted as per their schedules.
- Meeting concluded with the thanks to all attendees for their valuable time.



Dr. Satwik Sahay Bisarya
Coordinator, IQAC
Madhyanchal Professional University, Bhopal