



## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 3 July 2020 at 11:00 AM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Krishna Murari	Head, Department of Management	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Dhriti Roy	In-charge, Department of Chinese	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Nomination of members to various sub-committee for preparation of SSR.

### Meeting Deliberations:

#### 1. Nomination of members to various sub-committee for preparation of SSR.

Prof. Nawal K. Paswan presented the list of experts nominated under various sub-committee for drawing and drafting SSR. Identifiably there are seven committees constituted to look into Curricular Aspects, Teaching-Learning and Evaluation, Research Innovation and Extension, Infrastructure and Learning Resources, Student Support and Progression, Governance,

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Leadership and Management and Institutional Values and Best Practices respectively. Each of these sub-committees will be headed by a Convener. The convener is supposed to coordinate with the Overall Coordinator. Prof. Nawal K. Paswan being entrusted with the responsibility of coordinating the entire process of preparing SSR.

With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

Sikkim University



## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 14 August 2020 at 3:00 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Dhriti Roy	In-charge, Department of Chinese	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Nomination of members to participate in Workshop/ Seminar by NAAC Experts at SMU scheduled from 18<sup>th</sup> August 2020.
2. Inviting Prof. A S Chandel to deliver a lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity'

### Meeting Deliberations:

1. Nomination of members to participate in Workshop/ Seminar by NAAC Experts at SMU scheduled from 18<sup>th</sup> August 2020.

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The Director IQAC directed Prof. Paswan and Dr Pradhan to participate in the Workshop/Seminar by NAAC Experts at SMU scheduled from 18th August 2020 to address queries and understand the entire work flow. The Director IQAC further insisted on inviting expert from NAAC to Sikkim University for a session.

## **2. Inviting Prof. A S Chandel to deliver a lecture on ‘Exploring Possibilities for Improvement of Institutional Research Productivity’**

The Director IQAC proposed to invite Prof. A S Chandel to deliver a lecture on ‘Exploring Possibilities for Improvement of Institutional Research Productivity’. Prof. A S Chandel accepted the invitation and further suggested to invite Representative of Clarivate (Web of Science) to make the session more informative and enriching. The committee members agreed to schedule the event on Monday, 19 October 2020.

With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

Sikkim University



## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 26 August 2020 at 3:00 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Krishna Murari	Head, Department of Management	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. A formal communication to the Director NAAC from the Hon'ble Vice Chancellor requesting the extension of validity of accreditation period beyond 24 June 2020 under these unprecedented circumstances.
2. Status of SSR report format.
3. A formal communication to the NAAC office enquiring about SU AQARs of past years that are not reflecting in the portal.
4. Finalization on lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity' by Prof. A S Chandel.



### Meeting Deliberations:

**1. A formal communication to the Director NAAC from the Hon'ble Vice Chancellor Sikkim University requesting the extension of validity of accreditation period beyond 24 June 2020 under these unprecedented circumstances.**

The Director IQAC proposed to request Hon'ble Vice Chancellor Sikkim University to communicate with Director NAAC requesting the extension of validity of accreditation period beyond 24 June 2020 under these unprecedented circumstances.

**2. Status of SSR report format.**

The Director IQAC requested Prof. Paswan to inform the house about the progress made in preparation of SSR document. Prof. Paswan informed the house that some of the reports have been received and some are due. Director IQAC insisted Prof. Paswan to communicate a reminder email to all the conveners who are yet to submit the report.

**3. A formal communication to the NAAC office enquiring about SU AQARs of past years that are not reflecting in the portal.**

It was of the consensus from the house that the Director IQAC should formally communicate to the NAAC office enquiring about SU AQARs of past years that are currently not reflecting in the portal. Director IQAC agreed to place the query through the portal.

With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

Sikkim University



## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 1 October 2020 at 3:00 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Krishna Murari	Head, Department of Management	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Preparation of data format for participating NIRF ranking 2021.
2. Finalize programme in collaboration with Prof. A S Chandel regarding lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity'

### Meeting Deliberations:

#### 1. Preparation of data format for participating NIRF ranking 2021.

The Director IQAC directed Dr Pradhan to prepare the data format to be communicated to the departmental heads/ section heads for collecting relevant information related to NIRF.

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## **2. Finalize programme in collaboration with Prof. A S Chandel regarding lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity'**

The Director IQAC invited Prof. A S Chandel to the meeting to finalize the program schedule regarding lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity'.

With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

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## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 5 October 2020 at 3:00 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Krishna Murari	Head, Department of Management	Member
Dr Dhriti Roy	In-charge, Department of Chinese	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Distribution of data format for participating NIRF ranking 2021.
2. Finalize programme in collaboration with Prof. A S Chandel regarding lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity'

### Meeting Deliberations:

#### 1. Preparation of data format for participating NIRF ranking 2021.

The Director IQAC directed Dr Pradhan to prepare the data format to be communicated to the departmental heads/ section heads for collecting relevant information related to NIRF.

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## **2. Finalize programme in collaboration with Prof. A S Chandel regarding lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity'**

The Director IQAC invited Prof. A S Chandel to the meeting to finalize the program schedule regarding lecture on 'Exploring Possibilities for Improvement of Institutional Research Productivity'.

It was decided that along with the lecture by Professor Amar S. Chandel, Librarian, Sikkim University a presentation by Clarivate (Web of Science) on journal ranking parameters will also be scheduled on the same date i.e. on 19 October 2020 (11:00 AM – 1:30 PM) at Barad Sadan. The program will be held in a hybrid (online/physical) mode.

With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

Sikkim University

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## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 8<sup>th</sup> December 2020 at 2:30 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Krishna Murari	Head, Department of Management	Member
Dr Dhriti Roy	In-charge, Department of Chinese	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Compilation of data submitted by various academic departments and administrative sections in regards to NIRF ranking 2021.

### Meeting Deliberations:

1. Compilation of data submitted by various academic departments and administrative sections in regards to NIRF ranking 2021.

The Director IQAC directed the members of the committee to compile the data communicated by the departmental heads/ section related to fields of NIRF format. He further directed the

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committee to identify the missing and underspecified fields for further consultation with the concerned section for necessary information.

With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

Sikkim University



## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 14<sup>th</sup> December 2020 at 3:00 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Krishna Murari	Head, Department of Management	Member
Dr Dhriti Roy	In-charge, Department of Chinese	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Finalization of format for participating in NIRF ranking 2021.

### Meeting Deliberations:

1. Finalization of format for participating in NIRF ranking 2021.

The Director IQAC presented the draft format for participating in NIRF ranking 2021

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With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

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Prof. Shanti Swarup Sharma

Director, IQAC

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(A central university established by an Act of Parliament of India in 2007 and accredited by NAAC in 2015)

## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 30<sup>th</sup> January 2021 at 3:00 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Krishna Murari	Head, Department of Management	Member
Dr Dhriti Roy	In-charge, Department of Chinese	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Finalization of format for participating in NIRF ranking 2021.

### Meeting Deliberations:

1. Finalization of format for participating in NIRF ranking 2021. The Director IQAC presented the draft format for participating in NIRF ranking 2021.
2. The Member in the team consented for submission of the same.

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With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

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## Minutes of the Meeting of IQAC Coordination Committee

A coordination meeting was held on 2<sup>nd</sup> February 2021 at 3:00 PM in the Department of Botany inviting members from the IQAC committee, Sikkim University. The meeting was attended by the following members:

Name	Designation	Position
Prof. Shanti S. Sharma	Head, Department of Botany	Director IQAC
Prof. Nawal K. Paswan	Dean, School of Social Science	Member
Dr Subir Mukhopadhyay	Dean, School of Physical Sciences	Member
Dr Mohan P. Pradhan	Associate Professor, Department of Computer Applications	Member
Dr Krishna Murari	Head, Department of Management	Member
Dr Dhriti Roy	In-charge, Department of Chinese	Member

The meeting commenced with a formal welcome address by Prof. Shanti S. Sharma, Director of IQAC.

### Agenda for the meeting:

1. Finalization of format for participating in NIRF ranking 2021.

### Meeting Deliberations:

1. Submission of format for participating in NIRF ranking 2021.
2. The Member in the team consented for submission of the same.

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# सिक्किम विश्वविद्यालय SIKKIM UNIVERSITY

(भारत के संसद के अधिनियम द्वारा वर्ष 2007 में स्थापित और नैक (एनएएसी) द्वारा वर्ष 2015 में प्रत्यायित केंद्रीय विश्वविद्यालय)  
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With no further points to discuss the meeting concluded with a vote of thanks from the Director IQAC followed by high tea.

Sd/-

Prof. Shanti Swarup Sharma

Director, IQAC

Sikkim University