



**Minutes of the 16<sup>th</sup> Meeting of the Internal Quality Assurance Cell**

**Wednesday; 03:00 PM - 04:00 PM**

**January 29, 2025**

**Mode: Hybrid**

**BML Munjal University, Gurugram**

**Minutes of 16<sup>th</sup> Meeting of Internal Quality Assurance Cell**

The 16<sup>th</sup> meeting of the **Internal Quality Assurance Cell** was held on January 29, 2025, at 03:00 PM with the following items in the agenda:

Item No.	Agenda
16/01	Approval of the last Minutes of the Meeting (12 September 2024)
16/02	IQAC Reconstitution
16/03	IQAC Participation in Various Accreditations and Rankings
16/04	Initiatives taken for quality enhancement
16/05	Future initiatives required for quality enhancement

**B. Points discussed during the meeting.**

Prof. Shyam Menon, Vice Chancellor, BML Munjal University, took the chair of the meeting. A leave of absence was granted to **Prof. Maneek Kumar, Ms. Swati Munjal and Prof. Ziya Uddin**. The quorum was complete. Therefore, the proceedings of the meeting commenced.

**Item No. 16/01: Approval of the 15th IQAC Meeting Minutes**

The minutes of the 15th IQAC meeting held on 12th September 2024 were presented, along with the actions taken based on the discussions, for approval. No concerns were raised, and the IQAC Chairperson approved the minutes, as placed in **Annexure A**.

**Item No. 16/02: IQAC Reconstitution**

The members were apprised of the reconstituted IQAC member list. The IQAC had been reconstituted as the tenure of a few members had ended, and consequently, new members were appointed. A warm welcome was extended to the newly appointed members of the IQAC, and sincere gratitude was expressed to the outgoing members for their valuable contributions to various IQAC initiatives during their tenure. A vote of thanks was given to acknowledge their dedication and efforts. The revised list of IQAC members is placed in **Annexure B**.

**Item No. 16/03: IQAC Participation in Various Accreditations and Rankings**

The list of Rankings that BMU participated in during the first six months of the academic year 2024-2025 was placed before the members:

- QS I-GAUGE University Ratings,
- Times Higher Education Impact Rankings - 2025 focused on following Sustainable Development Goals (SDGs) -
  - SDG 6: Clean Water and Sanitation
  - SDG 7: Affordable and Clean Energy
  - SDG 8: Decent Work and Economic Growth



- In addition to the NIRF Management category, BMU has also participated in Engineering, Overall, SDG and Innovation categories for the first time this year, further enhancing the university's visibility and performance in national and global rankings.
- The Annual Quality Assurance Report (AQAR) for the academic year 2023-24 was also submitted.
- BMU also participated in the following private rankings in the Management category:
  - Fortune India (Overall University Rank- 63, North Zone - 23)
  - MBA Universe (Result awaited)
  - Business World (Result awaited)
  - Careers 360 B-school (Result awaited)

**Item No. 16/04: Initiatives taken for quality enhancement**

Several key policies and initiatives taken by the IQAC team to enhance - Inclusivity, Accessibility and Sustainable practices at BMU, aimed at enhancing quality across various aspects of the university during the last six months were placed before the committee members:

- **Policy for Differently Abled Students and Staff:** This policy ensures non-discrimination in admissions, physical accessibility, and academic accommodations, and provides assistive technologies, counselling, and support for differently abled individuals. It also includes collaboration with external NGOs and grievance redressal mechanisms. **Annexure C**
- **Policy on Diversity, Equity, Inclusion, and Non-Discrimination:** This policy promotes equitable treatment across gender, caste, disability, and socio-economic backgrounds, aligned with the values of accessibility and diversity in higher education. It also emphasizes living wage and pay scale equity. **Annexure D**
- **Policy on Third-Party Vendor Management:** This ensures compliance with legal obligations, workers' rights, and healthy working conditions in all third-party engagements. **Annexure E**
- **Policy for Water Management and its Reuse:** Aimed at protecting natural water sources, this policy promotes water reuse for non-drinking purposes and encourages cost-effective, environmentally friendly water management practices. **Annexure F**
- **Policy for Sustainable Investment and Responsible Divestment from Carbon-Intensive Assets:** The policy encourages the use of clean energy alternatives and collaboration with financial partners who prioritize sustainability. **Annexure G**
- **Standard Operating Procedure (SOP) for Sustainable Transport Practices:** This SOP promotes the use of sustainable transportation options such as bicycles, electric vehicles, and carpooling. **Annexure H**
- **Annual Report on Activities of the BMU Centre of Excellence:** The university continues its practice of publishing an annual report on the activities of the BMU Centre of Excellence to highlight its contributions to quality enhancement. **Annexure I**

These initiatives reflect the university's commitment to sustainable and inclusive growth while ensuring quality in all operational aspects.



**Item No. 16/05: Future initiatives to be taken up by IQAC over the next six months, for quality enhancement in the following processes:**

The IQAC presented that over the next six months, initiatives would be taken to enhance the quality of the following processes:

- Student Driven extension activities in the community around the campus
- Implement Digital Documentation and Portfolios for Students
- Teacher/Contributor/Researcher Award
- Data and System Enhancements for Alumni Engagement
- Prioritise 12B Status and Online Programs

Suggestions were invited from the members and deliberated. The actionable have been captured in the next section.

**C. ACTION TO BE TAKEN**

**16/04/A: Enhance the student extension activities in initiatives like - Water Conservation, Waste Management, Biodiversity, and Social Issues, and the community surrounding BMU:**

- The DSW team will form a 5–7-member subcommittee of students to ensure that NSS and each club and society in the University, conducts at least one activity focused on water conservation, waste management, and biodiversity, alongside tree plantation and food donation drives.
- A subcommittee would track and oversee the activities of the Student Clubs involved in these initiatives, ensuring consistency in the initiative and institution memory building through proper documentation.
- DSW Clubs should promote eco-friendly practices and partner with local schools and organizations to address social issues such as healthcare, poverty, and energy.
- Additionally, the engagement with the previously adopted villages will be further deepened and more villages will be added to continue the work and actively participate in government initiatives like *Unnat Bharat Abhiyan*.
- These activities would be properly documented to ensure effective tracking and reporting.
- A need was also felt to maintain a system that allows students to track their digital portfolios capturing their contributions in such extension programs and activities. DSW to deliberate and implement such a system in the even semester of AY 2024-2025.

- **Responsible Person: Prof. Ziya, Dean DSW**
- **Action Reporting: Prof. Ziya or his nominee Ms. Nidhi Sharma, Senior Manager will make a presentation in the next IQAC meeting to share the updates.**

**16/05/B: Teacher/Contributor/Researcher Award:**

- The PnC team will initiate the Teacher/Contributor/Researcher Award to recognize and honour faculty members for their significant contributions to teaching, research, and overall engagement.
- PnC to form and Chair a task force, comprising of Director-RDC and Assistant Dean of Research from each school, to enhance the National and International visibility of BMU faculty members from all the four schools. The Taskforce will create a portfolio of award categories bestowed upon by various external bodies in the four broader disciplines in BMU, and encourage BMU faculty members to nominate themselves for such opportunities. More members can be drawn from external bodies can be drawn into the task force to strengthen it.

- **Responsible Person: Ms. Shadan Ahmed /P&C**



**16/05/C: Data and System Enhancements for Alumni Engagement:**

- Set up a system to track graduates pursuing higher education and strengthen alumni relations through regular interactions.
  - Strengthen the system to capture the Offer Letters from the students, when they get placed. NOC from CGDC is to be added to the No Dues form for the graduating students.
  - Form a subcommittee to organize a meeting with Dean SOET, Ms Pankhuri Agarwal (SOL) & Principal RMVM for their ideas and suggestions
- **Person Responsible for Deepening Alumni Relations: Mr. Dalip, Alumni Office. Dalip to make the presentation in the next IQAC office to share the initiatives taken.**
- **Registrar Office: To include the No Dues from CGDC in the Clearance Form to be submitted by the graduating students.**

**16/05/D: Prioritize 12B Status and Online Programs:**

- Prioritize the application for 12(B) status from UGC and work on obtaining approval for online programs to expand academic offerings.
- **Responsible Person: Team EQ/IQAC**

**D. ADDITIONAL AGENDA ITEMS WITH THE PERMISSION OF CHAIR**

The Chairperson confirmed that the quorum was present throughout the meeting. As there was no other business, the meeting ended with a vote of thanks to all the committee members by the Chair.



*Deep Dalip*  
12.2.2025

**Coordinator IQAC  
Member Secretary**