NATIONAL LAW UNIVERSITY DELHI

Sector 14, Dwarka, New Delhi-110078

Dated: 2nd April, 2025

Subject: Minutes of the IQAC meeting held on 2nd April 2025 at 3:00 P.M. in the Academic Block, Old meeting Room

A meeting of IQAC was held on 2nd April 2025 in the old meeting room, Academic block at 3:00 P.M. The following members were present:

S.no.	Name	Designation
1	Prof. (Dr.) Ruhi Paul	Professor of Law & Registrar (Director IQAC)
2	Prof. (Dr.) Amita Punj	Professor of Law
3	Dr. Priya Rai	University Librarian (Coordinator IQAC)
4	Dr. Daniel Mahew	Associate Professor of Law, Member
5	Dr. Garima Tiwari	Associate Professor of Law, Member
6	Dr. Monika Negi	Assistant Professor of Law, Member
7	Dr. Sidhart Dahiya	Deputy Registrar
8	Mr. Virender Singh Negi	Assistant Registrar
9	Mr. Narender Singh	Manager (Student Services)
10	Ms. Sangita Singh	Section Officer (Library)

The following Agenda Items were discussed:

Agenda 1: To apprise the IQAC members about successful submission of AQAR (2023-24)

Prof. Ruhi Paul, Professor of Law & Registrar, welcomed all members to the meeting and expressed her gratitude to everyone for the successful submission of the Annual Quality Assurance Report (AQAR) for the academic year 2023–2024. She also provided an overview of the agenda, outlining the key points for discussion and emphasizing the importance of each agenda item in enhancing the overall quality and functioning of the institution.

Agenda 2: To discuss and approve the distribution / allocation of criteria among the Faculty and Staff members for the AQAR (2024-25)

The members deliberated on the distribution of responsibilities for the upcoming AQAR (2024–2025) submission. After discussion, the allocation of criteria was finalized, assigning specific teams comprising faculty and staff members to collect and collate the required data for **NAAC AQAR (2024-25)**. The finalized criteria-wise team allocation is appended as **Annexure A**.

Agenda 3: To Discuss and Approve the Plan of Action for the Academic Year 2025–2026 for Quality Enhancement of the Institution

The members discussed the proposed Plan of Action for the academic year 2025–2026, focusing on key initiatives aimed at enhancing the overall quality and development of the institution. After deliberations, the following Plan of Actions was finalized:

- To align institutional initiatives with the **Sustainable Development Goals (SDGs)** and strengthen on-going environmental sustainability efforts.
- To **enhance mental health support systems** for students, faculty, and staff, ensuring a more inclusive and supportive academic environment.
- To **strengthen the record-keeping and documentation processes** across all departments.
- To promote the **well-being and happiness** of all stakeholders within the University community, including faculty, staff, and students.
- To **introduce new policies** aimed at boosting **research activities and external research funding** opportunities for faculty and research scholars.
- To explore the **establishment of NCC and NSS** units within the University, fostering civic responsibility and leadership among students.
- To **strengthen the Recruitment Coordination Committee** for more efficient student hiring for Internships and Jobs.
- To **establish an Incubation Center** at NLU Delhi to promote entrepreneurship, innovation, and start-up culture within the University.
- To strengthen the functioning and structure of the **Course Development Committee** to ensure continuous curriculum improvement and alignment with academic and industry standards.

Prof. (Dr.) Ruhi Paul further informed the members about the recent efforts undertaken by the University in support of the SDGs, including:

- Application filled under the **SDG Institution Category** in the NIRF Rankings 2025 by the University.
- Successful installation of a **composting machine** for effective waste segregation and waste management within the University campus.
- Receipt of an **award** at the National Conference on Environment–2025 organized by the **National Green Tribunal (NGT)**, recognizing the University's contributions to **Solid Waste Management and Air Pollution Control**.

Dr. Amita Punj added to the conversation and further recommended the additional steps to reinforce these efforts:

- Implementation of double-sided printing for all student dissertations and project submissions to reduce paper consumption.
- Expansion of the Rain Water Harvesting Tank capacity to further improve water conservation on campus.

Agenda 4: To Discuss and Finalize the Date for Circulation of Master Form to Collect the Student Data for NAAC and NIRF Purpose

The members appreciated the efforts undertaken by the **IQAC Team** during the Academic Year 2023–2024 for preparing the Master Form used to collect student data for NAAC and NIRF purposes. The members further recommended that the Master Form for the academic year 2024–2025 be prepared and integrated with the University's ERP Results declaration system in consultation with IT and Examination Dept.

It was also recommended that the form be made mandatory for students to complete in order to access their examination results on ERP System. After due deliberation, the members agreed and finalized that the Master Form for the Academic Year (2024-25) should be circulated prior to the commencement of the End Term Examinations i.e. by **14th May 2025.**

Dr. Priya Rai assured the members that the **IQAC Team** would coordinate with both the **Examination Department** and the **IT Department** to ensure the seamless integration and timely implementation of this system. Furthermore, the Examination Department shall be aligned accordingly to ensure that results, provisional certificates, or any other official documents are issued only to students who have duly filled the Master Form.

Agenda 5: Discussion about the NAAC has proposed to launch the Basic (Binary) Accreditation followed by Maturity based graded levels (MBGL)

The members of the IQAC discussed the Press Release issued by NAAC on 10th February 2025, which introduced two upcoming accreditation models: the Basic (Binary) Accreditation and the Maturity-Based Graded Levels (MBGL). These models are expected to be implemented by NAAC by April–May 2025.

After deliberation, the members recommended that NLU Delhi should opt for the Maturity-Based Graded Levels (MBGL) system. This model aligns with the University's vision to adopt a more advanced and progressive accreditation framework. It was agreed that aiming for a gradual progression from Level 1 to Level 5 under the MBGL system would support NLU Delhi's long-term goal of attaining Global Excellence Level status among higher education institutions.

Agenda 6: To Note the Action Taken Report on Agenda No. 4 (Plan of Action for the Academic Year 2024–2025) of the Minutes of the Previous IQAC Meeting held on 16th October 2024

The members reviewed and discussed the **Action Taken Report** on Agenda No. 4 **(Plan of Action for the Academic Year 2024–2025)** from the previous IQAC meeting held on **16th October 2024**, the key highlights of the discussion are as follows:

Strengthening NAAC and NIRF Student Data Collection Process	The Master Form to collect student Data for NAAC and NIRF purpose has been created and implemented by IQAC Team. The members further recommended that the Master Form be made mandatory for students and be integrated with the University's ERP-based result declaration system, in consultation with the IT Department and the Examination Department.
Strengthening the Mentor-Mentee Mechanism	A structured Mentor-Mentee Policy has been finalized for the B.A. LL.B. (Hons.) Programme to enhance the student support, providing academic guidance and promoting student well-being.
Strengthening the Faculty Administration Section	A separate section named Faculty Administration has been established by the University. The members further suggested that a Google Form for collecting faculty-related data, as required for NAAC and NIRF purposes, be prepared by this section (by **Ms. Reena, Section Officer**) under the supervision of the Deputy Registrar to ensure timely, comprehensive, and accurate data collection.
Examination Automation Manual	The Examination Department has automated the entire examination process starting from Admit Card Generation to Declaration of Results. The members further suggested that a comprehensive *Examination Automation Manual* be prepared by the Examination Department. The Assistant Registrar (Examinations) assured the members that the manual shall be prepared in alignment with NAAC guidelines shortly.
Strengthening the Alumni Section	The University has established a dedicated Alumni Section and has also appointed a dedicated Dean

	and Associate Dean of Alumni Affairs to further strengthen the alumni engagement and foster a more structured and active alumni association.
Environment and Energy Initiatives	The Environment and Energy related audits has already undertaken by the University. The University has also installed a **compost machine** for effective waste segregation within the University campus. The university has also received an **award** at the National Conference on Environment–2025 organized by the **National Green Tribunal (NGT)**, recognizing the University's contributions to **Solid Waste Management and Air Pollution Control**.

Agenda 6.1: To Note the Recommendations Given by the Auditors on the Academic and Administrative Audit Conducted During the Academic Year 2023–2024

Prof. (Dr.) Ruhi Paul shared with the members the key suggestions and recommendations provided by the External Auditors based on the Academic and Administrative Audit conducted during the academic year 2023–2024.

For the Academic Audit, **Dr. Ruhi Paul** requested **Dr. Priya Rai** to prepare a detailed Action Taken Report ahead of the next scheduled Academic Audit.

For the Administrative Audit, she requested **Ms. V.S. Negi (Assistant Registrar)** and **Dr. Sidharth Dahiya (Deputy Registrar)** to jointly review the Auditor's recommendations and prepare a comprehensive Action Taken Report (ATR) ahead of the next scheduled Administrative Audit.

The complete Audit Report is appended as **Annexure B** for reference of the members.

Agenda 6.2: Vote of Thanks to IQAC Members

Prof. (Dr.) Ruhi Paul, extended her heartfelt vote of thanks to all IQAC members for their valuable contributions, insightful suggestions, and active participation in the meeting. She

appreciated the collective efforts towards institutional quality enhancement. The meeting was subsequently adjourned.

Section Officer (Library)

Coordinator IQAC

Manager (Student Services)

Director IQAC

Vice Chancellor