Quantum University, Roorkee
UNIVERSITY ORDINANCE FOR PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM
(Approved in 3rd BOM on 25.01.2020)
[In pursuance of the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018]

Preamble

Assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Masters and Research level [Ph.D. and M.Phil], by a student or a faculty or a researcher or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books, publication in the University journal, proceedings of Seminars, workshops, conferences and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by the University.

Taking into consideration the UGC regulations notified, as referred to above, the following shall be the University ordinance for the Promotion of Academic Integrity and Prevention of Plagiarism.

1. **Short title, application and commencement**

   (a) These regulations shall be called the **Quantum University Promotion of Academic Integrity and Prevention of Plagiarism 2019.**
   (b) They shall apply to the students, faculty, researchers and staff of all Schools and departments in the Quantum University Roorkee.
   (c) These regulations shall come into force from August 31, 2018. *[Notified by UGC vide D.O.No F.1-18/2010(CPP-II) dated August 6, 2018]*

2. **Definitions**
   In these regulations, unless the context otherwise requires –
   (a) **"Academic Integrity"** is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property
   (b) **"Author"** includes a student or a faculty or a researcher or staff of Quantum University who claims to be the creator of the work under consideration
   (c) **"Commission"** means the University Grants Commission as defined in the University Grants Commission Act, 1956

(d) **"Common Knowledge"** means a well known fact, quote, figure or information that is known to most of the people

(e) **"Degree"** means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956

(f) **"Faculty"** refers to a person who is teaching and/or guiding students enrolled in Quantum University in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc

(g) **"Information"** includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche

(h) **"School Academic Integrity Panel"** shall mean the body constituted at the School level to investigate allegations of plagiarism

(i) **"University Academic Integrity Panel"** shall mean the body constituted at University level to consider recommendations of the School academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level

(j) **"Plagiarism"** means the practice of taking someone else's work or idea and passing them as one's own

(k) **"Programme"** means a programme of study leading to the award of a masters and research level degree [Ph.D. & M. Phil]

(l) **"Researcher"** refers to a person conducting academic / scientific research in Quantum University

(m) **"Script"** includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment / opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of Quantum University; however, this shall exclude class assignments / term papers / project reports/ industrial training / course work / essays and answer scripts etc

(n) **"Source"** means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000

(o) **"URC"** and **"RDC"** shall mean the University Research Cell and School Research Committee respectively as defined in the Ordinance for Degree of Doctor of Philosophy (Ph.D.) of Quantum University.

(p) **"Staff"** refers to all non-teaching staff working in Quantum University in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;

(q) **"Student"** means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);

(r) **"University"** means Quantum University Roorkee;

(s) **"Year"** means the academic session in which a proven offence has been committed.

3. Objectives

3.1. To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.

3.2. To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.

3.3. To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of the University committing the act of plagiarism

4. Awareness Programs and Trainings

(a) RDC shall instruct students, faculty, researchers and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.

(b) RDC shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.

(c) All Schools having Masters and PhD program shall:

i) Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.

ii) Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.

iii) Train student, faculty, researchers and staff for using plagiarism detection tools and reference management tools.

iv) University shall establish facility equipped with modern technologies for detection of plagiarism.

v) Encourage students, faculty, researchers and staff to register on international researcher's registry systems.

URC will ensure to include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for researchers, faculty and staff members from time to time.

5. **Curbing Plagiarism**

(a) RDC shall declare and implement the technology based mechanism using appropriate software, presently being turnitin, so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.

(b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including students, faculty, researchers and staff etc., from the office of the Head of the School or the URC.

(c) Every student submitting a thesis, dissertation, or any other such documents to the University shall submit an undertaking indicating that the document has been prepared by him/ her and that the document is his/her original work and within similarly limits as defined under Para 6 below **Annexure – A**.

(d) The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool as approved by the University and report duly signed by the Head of the School and supervisor(s) will be enclosed.

(e) Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free. **Annexure – A**

(f) URC shall create University Repository School wise on the University website, which shall include dissertation / thesis / paper / publication and other in-house publications to be updated in the first week of each month.

6. **Similarity checks for exclusion from Plagiarism**

RDC of each School will be the authority to ensure the compliance of the provisions of this Ordinance. RDC will ensure that all the Research work including but not limited to dissertations / thesis for completion of the Post Graduate program, M.Phil. / Ph.D. term papers and thesis, research papers published as part of the requirement for the award of the Master, M.Phil, Ph.D. degree, publication of papers by students, researchers, faculty and/or staff, publications of the University in the form of journals, proceedings of Seminars, Workshops or Conferences etc. would need compulsory check with the help Internet-based plagiarism-prevention service, -TURNITIN, or any other tool specified by the

University from time to time. A certificate generated by this application is to be compulsorily appended with every research project; thesis / dissertation / Ph.D., term paper / submitted by the student / researcher to the School / department. Details in case of publications in journals, proceedings of Seminars, Workshops or Conferences etc., will be maintained by the office of the respective Chairman RDC, and monthly report along with links of the published papers or soft copy of the same will be forwarded to the office of the Joint Registrar – Research Cell for uploading in the University web site repository by the 5th of each month.

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas.

The acceptable level of similarity in dissertation/ thesis will be upto 10%. However, there shall be no similarity acceptable in abstract, summary, hypotheses, observations, results, conclusions and recommendations

The similarity checks for plagiarism shall exclude the following:
a) All quoted work reproduced with all necessary permission and/or attribution.
b) All references, bibliography, table of content, preface and acknowledgements.
c) All generic terms, laws, standard symbols and standards equations.
d) Exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

7. Levels of Plagiarism

After checking the plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition by the Head of the RDC:
• Level 0: Similarities upto 10%
• Level 1: Similarities above 10% to 40%
• Level 2: Similarities above 40% to 60%
• Level 3: Similarities above 60%

8. Detection/Reporting/Handling of Plagiarism

In case the level of similarity is more than 10%
<div align="center">OR</div>
If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, and reports to the head of the School
<div align="center">OR</div>
In case of receipt of complaint from any authority reading plagiarism

The Head of the School shall report it to the School Academic Integrity Panel (SAIP)

Upon receipt of such a complaint or allegation the SAIP shall investigate the matter and submit its recommendations to the University Academic Integrity Panel (UAIP) of the University.

The authorities of University can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the University on the basis of findings of an examiner. All such cases will be investigated by the UAIP.

9. **S c h o o l Academic Integrity Panel (SAIP)**

(a) All Schools of the University shall notify a SAIP whose composition shall be as given below:
i)   Chairman – Principal of the School
ii)   Member – Senior academician from outside the School, to be nominated by the Vice Chancellor.
iii)   Member – A person well versed with anti plagiarism tools, to be nominated by the Vice Chancellor.

   The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).
(b) The SAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
(c) The SAIP shall have the power to assess the level of plagiarism and recommend penalties accordingly.
(d) The SAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the UAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

10. **University Academic Integrity Panel (UAIP)**

(a) University shall notify a UAIP whose composition shall be as given below:
i)   Chairman – Pro-VC/Dean/Senior Academician of the University or Chairman of URC nominated by the Vice Chancellor.
ii)   Member – Senior Academician other than Chairman, to be nominated by the Vice Chancellor.
iii)   Member – One Senior Academician nominated by the Vice Chancellor from outside the University

iv)   Member – A person well versed with anti-plagiarism tools, to be nominated by Vice Chancellor.

The Chairman of SAIP and UAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

(b) The UAIP shall consider the recommendations of SAIP.

(c) The UAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

(d) The UAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of the University.

(e) The UAIP shall have the power to review the recommendations of SAIP including penalties with due justification.

(f) The UAIP shall send the report to Vice Chancellor after investigation and the recommendation on penalties to be imposed within a period of 45 days from the date of receipt of recommendation of SAIP/complaint / initiation of the proceedings.

(g) The UAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

11. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the University only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

11.1.   Penalties in case of plagiarism in submission of thesis and dissertations University Academic Integrity Panel (UAIP) shall impose penalty considering the severity of the Plagiarism.

• Level 1: Similarities above 10% to 40% – Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.

• Level 2: Similarities above 40% to 60% – Such student shall be debarred from submitting a revised script for a period of one year.

• Level 3: Similarities above 60% – Such student registration for that programme shall be cancelled.

> **Note – 1: Penalty on repeated plagiarism** – Such student shall be punished for the plagiarism of one level higher than the previous level committed by

him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note – 2: Penalty in case where the degree/credit has already been obtained – If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the UAIP and approved by the Vice Chancellor.

11.2. **Penalties in case of plagiarism in academic and research publications of the faculty of the University.**
- **Level 0: Similarities up to 10%**
  Minor similarities, no penalty.
- **Level 1: Similarities above 10% to 40%**
  Shall be asked to withdraw manuscript.
- **Level 2: Similarities above 40% to 60%**
  Shall be asked to withdraw manuscript.
  Shall be denied a right to one annual increment.
  Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.
- **Level 3: Similarities above 60%**
  Shall be asked to withdraw manuscript.
  Shall be denied a right to two successive annual increments.
  Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note – 1: Penalty on repeated plagiarism – Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the University

Note – 2: Penalty in case where the benefit or credit has already been obtained – If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by UAIP and approved by the Vice Chancellor.

Note – 3: RDC shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the University is checked for plagiarism at the time of

forwarding/submission. A record of all such check and the report shall be maintained in the office of the Head of the School and a monthly report will be submitted for all papers to the office of the Member Secretary URC, presently handled by the Joint Registrar.

Note – 4: If there is any complaint of plagiarism against the Head of the School or the University, a suitable action, in line with these regulations, shall be taken by the Vice Chancellor and Chancellor respectively.

Note – 5: If there is any complaint of plagiarism against the Head of Department/Authorities at the University level, a suitable action, in line with these regulations, shall be recommended by the UAIP and approved by the Vice Chancellor.

Note – 6: If there is any complaint of plagiarism against any member of SAIP or UAIP, then such member shall excuse himself /herself from the meeting(s) where his/her case is being discussed/investigated.

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision, after obtaining if necessary the opinion/advice of a Committee consisting of any or all the Deans/Director/Principal of the Schools. The decision of the Vice-Chancellor shall be final and binding.

<u>DECLARATION</u>

I do hereby declare that the thesis/ dissertation titled "_____
_____ "
submitted Quantum University in partial fulfillment of the requirement for the
award of the degree of _____ is a record of original work done by me
during the period of my study under the supervision and guidance
of _____ .

This dissertation/ thesis has not formed the basis for the award of any Degree/
Diploma/ Associateship/ Fellowship or similar other title to any candidate of any
University.

Signature: _____

Candidate's Name: _____

Registration No.: _____

Place: _____   **Date:** _____

Certified that the above work is a record of original work done by _____
_____ during the period of his/her study under my/our
supervision and guidance.

This dissertation/ thesis has not formed the basis for the award of any Degree/
Diploma/ Associateship/ Fellowship or similar other title to any candidate of any
University.

Supervisor(s) Signature: _____

Name: _____

Place: _____   **Date:** _____

The manuscript has undergone plagiarism check by Turnitin software

(Submission ID: _____) on _____ and the
similarity index has been found to be _____ , which is
within the accepted norms / is beyond the permissible limit University Ordinance for
Promotion of Academic Integrity and Prevention of Plagiarism.

Copy of the report is enclosed.

Chairperson, School Research Committee
Name of the School/ Department
Quantum University
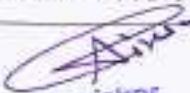
Registrar
Quantum University

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Quantum University, Roorkee
Agenda of 3rd Meeting of Board of Management

Scheduled Date: Saturday, January 25, 2020, 2:00 PM afternoon, **Venue:** Board Room, VC Office

Item No.	Particulars
3.1	Welcome note by Vice Chancellor and Chairman of BOM
3.2	To approve the Minutes of the Second Meeting of the Board of Management held on July 13, 2019.
3.3	To present the Action Taken Report (ATR) on decisions /recommendations made in the Second meeting of the Board of Management of Quantum University held on July 13, 2019.
3.4	To apprise and approve the Board regarding the decisions made in 3rd Meeting of the Academic Council held forenoon, January 25, 2020
3.4.1	To consider and approve the Q-Care Entrance Exam, minutes of the Admission Committee for (2019-20 and a list of students admitted in various Schools/Departments for session 2019-20.
3.4.2	To consider and approve the syllabi of Pre course work along with CO-PO as approved by the Academic Council Meeting held on January 25, 2020.
3.4.3	To report the seats filled against the reserve category in 2019-20 as per the reservation policy
3.4.4	To report and consider admission and Progress made in the Ph.D. Program for July and December 19 and approve the fee structure for Ph.D. scholars, both internal and external candidates.
3.4.5	To consider and approve the minutes of selection committee and appointment of faculty members and staff members who have joined after the second BOM meeting
3.4.6	To consider and approve the amendments in Academic Regulation regarding the evaluation procedure of Summer Internships, Semester long Industrial training/ and internships for 2020-21 session.
3.4.7	To Consider and Approve the Annual Report of Quantum University for the 2018-19 as approved by Academic Council
3.4.8	To appraise and approve following agendas related to the start of the Programs 1. LLB-Program from 2020-21 session 2. Change the nomenclature of B.Sc. Radiology to BMRIT (Bachelor of Medical Radio Imaging Technology) with effect from 2019-20 session.
	To report the result analysis for End Semester examinations held in December '18 and May' 19 and Summer Semester 2018-19 by COE examination report.

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		To consider and approve various policies for smooth functioning of the University
3.4.10		1. Admission Refund Policy 2. IPR Policy 3. Research Paper Incentive Policy 4. Innovation Promotion Policy 5. Startup Promotion Policy 6. Incentives Policy for State, National and International Recognition 7. Plagiarism Policy/Code of Ethics 8. Consultancy Policy 9. Quality Policy 10. Sustainable climate action policy 11. Alumni Association and Policy 12. Ph.D. Regulation Modified Policy
3.5		**To apprise the Board regarding the decisions made in 3r^d Meeting of the Finance Committee held on 24th Jan 2020**
3.5.1		Consider and approve the fee structure of various Programs of session 2020-21
3.5.2		To consider and approve Seed money and other Grants for the Faculty Members (2019-20) as per the second URAB Meeting held on 24/08/2019
3.5.3		To consider and approve the Audit Income and Expenditure Report for the session 2018-19
3.5.4		To consider and approve the various scholarships awarded to students in 2019-20
3.6		**To consider and Approve the details of Research Projects applied for Government or Non Government funding for 2019-20.**
3.7		**To consider and approve the transfer of faculty members and staff from QGC to Quantum University for 2020-21**
3.8		**To consider and Approve the Award of Certificate Hotel Management**
3.9		**To consider and approve ordinances related to convocation and approval of degrees, diplomas, and certificates.**
3.10		**To Consider and Approve Formats of Mark sheets/Transcripts/Degree/Certificates**
3.11		**To Consider and Approve Policy of awarding Gold/Silver and Bronze medals**
3.12		**To apprise the board about the National Depositary Scheme (NAD) signing a MoU with a designated agency and NAD.**
3.13		Any other item with the permission of the Chair
3.14		**Vote of thanks**

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Quantum University, Roorkee
Minutes of 3rd Meeting of Board of Management

Scheduled Date: Saturday, 25th Jan, 2020, 2:00 PM – 5:00 PM, **Venue:** Board Room, VC Office

The 3rd Meeting of the Board of Management (BOM) of the University was held on January 25, 2020, at 2:00 PM under the chairmanship of Prof. Vivek Kumar, Vice Chancellor, Quantum University Roorkee. The following members were present in the meeting:

S.No	Name of the Member
1.	Mr. Ajay Goyal, Chancellor, Quantum University
2.	Prof. Vivek Kumar, VC, Quantum University, Chairman BOM
3.	Prof (Dr.) A. K. Khare, Advisor, Quantum University, Member
4.	Prof. (Dr.) G. C. Saxena, Ex. VC DBARU, AGRA and RLMAU, Faizabad, Member
5.	Mr. Shobhit Goyal, Vice Chairman, Quantum University, Member
6.	Dr. Gulshan Chauhan, Dean, Faculty of Technology, Member
7.	Dr. Lokinder Tyagi, Dean, Faculty of Business & Management, Member
8.	Dr. N. Murgalatha, Sr. Faculty Member, Faculty of Agricultural Studies, Member
9.	Dr Arun Pinauli, Sr. Faculty Member, Faculty of Business & Management, Member
10.	Dr Amit Dixit, Dean , Faculty of Graduates Studies and Dean Research , Invited Member
11.	Dr. Praveen Sharma , Dean , Faculty of Health Sciences, Invited Member Prof. M.S. Gupta , COE, Quantum University, Invited Member
12.	Dr. K.K. Pande, Dean, IQAC, Invited Member
13.	Mr. R. K. Khare, Registrar and Member Secretary

The chairman informed me about members' leave of absence for various reasons. At the meeting's start, the chairman welcomed present members and led ceremonial lamp lighting and blessings. After seeking house permission and introductions by the Vice Chancellor, the Chairman asked Mr. R.K. Khare, Registrar and Member Secretary, to proceed with the agenda.

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Item No 3.1: Welcome note by Vice Chancellor and Chairman of BOM

Dr. Vivek Kumar extended a warm welcome to all the members of the Board of Management (BOM) and Mr. Ajay Goyal, the Chancellor of Quantum University. The Chancellor reciprocated the welcome and expressed gratitude to the BOM members for attending the first meeting on short notice. He invited the esteemed members to contribute their collective wisdom towards establishing Quantum University as a renowned educational hub. Members conveyed their best wishes for the team's endeavors in transforming Quantum University into a world-class educational institution.

Item No 3.2: To approve the minutes of the Second Meeting of the BOM of Quantum University held on 13th July, 2019.

The minutes of the second meeting of the Board of Management held on 13th July 2019 were circulated to the members through email on 21st September 2019. Members were informed that there were no comments from the members by the specific date (31st Oct 2019). **The Board approved the minutes of the last BOM held on 13th July, 2019.**

Item No 3.3: To present Action Taken Report (ATR) on the decisions / recommendations made in the Second meeting of BOM, Quantum University held on 13th July, 2019.

The member secretary presented the ATR of the 2nd meeting as follows.

Item No.	Particulars	Action Taken
2.1	Welcome note by the Vice Chancellor and Chairman of BOM and introduction of members	The members were welcomed by the chair
2.2	To approve the minutes of the first meeting of the BOM of Quantum University held on 23rd June 2018.	Minutes were approved
2.3	To present an Action Taken Report (ATR) on the decisions / recommendations made in the 1st meeting of BOM, Quantum University, held on 23rd June 2018.	ATR was confirmed.

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2.4	To apprise and approve the Board regarding the decisions made in 2nd meeting of the Academic Council held forenoon, 13/07/2019.	Members confirmed the minutes of the meeting
2.4.1	To consider and approve the Q-Care Entrance Exam (2018-19), Sanction Intake, admission prospectus, eligibility and fee structure for 2019-20, Increase in intake for existing programs; and for a few new proposed programs in respective schools and departments.	Approved and widely circulated
2.4.2	To consider and approve the syllabi along with CO-PO for various programs recommended by the concerned Board of Studies and Boards of Faculty of specific programs for 2019-20 along with a list of VACs.	Approved No further action required, *widely circulated*
2.4.3	To consider and approve the procedures and SOPs developed & adopted for Teaching Learning Processes in the University for Quality Improvement	Approved No further action required
2.4.4	To discuss the proposal for Quantum University to become a member of professional bodies like: Association of Indian university (AIU).	Proposal accepted, widely circulated on website and notices, student Handbook and SOPs etc
2.4.5	To report about the submission of a proposal to UGC for Inspection.	Implemented and approved in last Academic Council
2.4.6	To consider and approve some modifications in the Academic Regulations based on operational difficulty encountered.	Implemented and approved in last Academic Council
2.4.7	To report about the Student Handbook developed by the University and provided to the students.	Appreciated ad approved by he members, widely circulated among the faculties
2.4.8	To report about the formation of the Internal Quality Assurance Cell (IQAC) of Quantum University and its activities.	Approved, widely circulated among the faculties

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2.4.9	To report about the actual intake & number of students admitted in various programs during session 2018-19 along with the list of students, to whom the scholarship is provided, students admitted in reserved categories, and admission committee minutes.	Report was approved and widely circulated among the faculties
2.4.10	To consider and approve the University Examination Manual, ver 1.0 which is followed by the university from 2018-19.	Approved and widely circulated among the faculties
2.4.11	To consider and approve the report of the activities related to Mentor Mentee in 2018-19.	Approved and widely circulated among the faculties
2.4.12	To approve the Faculty Handbook after modifications suggested in the last Academic Council meeting and its circulation among faculty members.	Implemented and approved in last Academic Council
2.4.13	To consider and approve the Experts of Selection committee and minutes of the Selection Committee and sanctioned faculty and staff posts for 2019-20	The committee was approved and widely circulated among the faculties
2.4.14	To consider and approve the various reports of the Academic Council for the smooth conduct of the university's business function.	All reports were approved with few suggestions
A.	Extension activities report for 2018-19.	
B.	Annual Report of the Committee, monitoring activity of student Grievances /Ragging cases/Proctorial Board.	
C.	Report of Women Cell.	
D.	Student Council.	
E.	Proctorial Board for the 2018-19 session.	
F.	Report of Code of conduct of students and staff in 2018-19.	
G.	Annual Academic Audit Report and its outcome along with ATR.	

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Quantum University

Vinh Kumar
Vice Chancellor
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H.	Academic Calendar.	
I.	Formulation of URAB for 2019-20 session	
J.	Feedback Analysis Report	
K.	Admission Committee	
L.	Annual report on Events for Quality Assurance	
M.	Annual E-Governance Report	
N.	Internal and External Financial Audit Report	
O.	Report on Alumina Association	
P.	Gender Sensitization Action Plan	
Q.	Report of Appraisal	
2.5	**To apprise the Board regarding the decisions made in the 2nd Meeting of the Finance Committee held on 01/06/2019.**	The MOM of FC was approved by the members.
1.	To consider and approve the Budget for session 2019-20.	
2.	The fee structure of various Programs of 2019-20.	
3.	Seed money and Grants for the Faculty Members as per Last URAB Meeting.	
4.	To consider and approve Audit Income and Expenditure Report for session 2018-19.	
5.	To consider and approve the Policy for Financial powers to various authorities of the University	
6.	To consider and approve the Strategies Plan and Development Documents.	
7.	To appraise the Board about the Alumina contribution.	
2.6	**To consider and Approve the details of Research Projects applied for Government or Non Government Funding for the session 2018-19.**	Approved No further action required

Minutes of Third Meeting (MOM) held on 25th Jan 2020

Registrar
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Vinnkumar.
Vice Chancellor
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2.7	To consider and approve new programmes in 2019-20 and Sanction Intake for 2019-20 session.	Approved and widely circulated.
2.8	To appraise about various important committees.	Formed and approved
2.9	To appraise the Board for seeking approval on transfer of teaching and other staff from Quantum Global Campus to Quantum University's roll for the session 2019-20.	The transfer of faculty was approved
2.10	To report about creation and functioning of the internal complaint cell and Student Grievances Redressal Cell.	The committee was approved
2. 11	To approve various other policies.	Policies were approved
A.	Policy of TL SOP.	
B.	Policy Document and Declaration of Result.	
C.	TL-SOP Curriculum Design.	
D.	Placement and Procedure Policy.	
E.	Examination Management System	
F.	Teaching Learning Process Manual	
G.	Result Declaration policy	
H.	Academic and Administrative Audit Check Policies	
2.12	New Industrial Tie-ups.	MOUs were approved
2.13	Any other item with the permission of the Chair.	No other issue was raised by the members.
2.14	Vote of thanks	The chair extended his gratitude to all the members.

The members appreciated the efforts made in implementing the decisions and **approved the ATR**

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Item No. 3.4: To apprise and approve the Board regarding the decisions made in 3rd Meeting of the Academic Council held forenoon, 25th Jan, 2020

The Member Secretary Informed the Board that the 1st meeting of the Academic Council was held on 25th July, 2020. Following decisions were taken in the meeting for final approval in the present meeting of the Board of Management.

Item No. 3.4.1: To consider and approve the Q-Care Entrance Exam, minutes of Admission Committee for (2019-20) and list of students admitted in various Schools/Departments for session 2019-20.

The sanctioned intake has been finalized by the university in line with the decisions of the last meeting of the Academic Council followed by the Board of Management for the years 2020-21 and the actual intake of **803 students** for UG and PG program was presented to the board in **(Appendix BOM 3.4.1.A)** and the actual intake of 151 students for diploma program was presented to the board **(Appendix BOM 3.4.1 B)**. **The Board approved the actual intake of various programs for 2020-21 session.**

Item No.3.4.2: To consider and approve the syllabi of Pre PhD course work along with CO-PO as approved by Academic Council Meeting held on 25th Jan 2020.

The member secretary apprised the board regarding the syllabus of Pre PhD Course work along with CO-PO. **The board approved the same. (Appendix BOM 3.4.2)**

Item No 3.4.3: To report the seats filled against the reserve category in 2019-20 as per the reservation policy

The member secretary provided a detailed report on the number of seats filled in the reserve category for the academic year 2019-20. The committee shared statistics and data pertaining to the number of seats available for each reserve category and the number of seats filled in each category (Appendix BOM 3.4.3). **The Board approved the report of the seats filled in the reserve category in 2019-20 as per the reservation policy.**

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Item No. 3.4.4: To report and consider admission and progress made in Ph.D. program for July & Dec 19 and approve the fee structure for Ph.D. scholars, both internal and external candidates.

In Session 2019-20, the university conducted two entrance tests, one in July and another in December 2019. The Dean of Research informed the council about the procedure for admissions in Ph.D. Programs through Entrance Examination as mentioned in the ordinance. He also deliberated the course work schedule, being followed. The Council approved the admissions and schedule of course work as follows . **The Board approved the admission and Progress made in Ph.D. Program** for July & Dec 19. **(Appendix BOM 3.4.4)**

The council approved the proposed fee structure for PhD scholars, both internal and external candidates.

Item No. 3.4.5: To consider and approve the minutes of selection committee and the appointments of faculty members for UG and PG Program and for diploma and certificate program who have joined after the second BOM meeting
The chair presented the list of faculty members and staff who joined after 13th July 2019. The board approved the minutes of the selection committee **(Appendix BOM 3.4.5 A)** and the appointment of faculty members for the UG and PG program **(Appendix BOM 3.4.5 B)**. A total of **92 faculties were appointed, out of which 10 are professors, 19 are associate professors, and 63 are assistant professors. The Appointed faculty strength for diploma and certificate programs is 17 (Appendix BOM 3.4.5 C)**

Item No 3.4.6: To consider and approve the amendments to the Academic Regulation regarding evaluation procedure for Summer internships, Semester long Industrial training/ Internship for 2020-21 session.

The proposed amendments in the Academic Regulation for the evaluation procedure of Summer Internship and Semester-long Industrial training/Internship for the 2020-21 session were presented. These amendments aim to address existing gaps, ensuring fairness and consistency in assessing students' performance during their internships. **After comprehensive discussion, the amendments were unanimously approved by the Board.**

Item No 3.4.7: To consider and approve the Annual Report of Quantum University for the 2018-19 as approved by Academic Council

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The member secretary presented the annual report of Quantum University for the 2018-19. The Board approved the annual report of Quantum University for the 2018-19 session. (Appendix BOM 3.4.7)

Item No 3.4.8: To appraise and approve following agendas related to the start of the Programs

1. LLB-Program from 2020-21 session
2. Change the nomenclature of B.Sc Radiology to BMRIT (Bachelor of Medical Radio Imaging Technology) with effect from 2019-20 Session.

The Member Secretary presented the agendas related to the start of the programs related to LLB-Program from 2020-21 session. He proposed that the sanctioned intake of BA-LLB and BBA-LLB may be 30 (Thirty) each in place of 120 for forthcoming sessions. **The Board approved the commencement of BA-LLB, BBA-LLB program from 2020-21 session with sanction intake 30 for initial years w.e.f 2020-21**

The Member Secretary also proposed that the nomenclature of B. Sc Radiology will be changed to BMRIT with effect from the 2018-19 session as their name is more popular and acceptable in the industry. **The Board approved the proposal of changing the nomenclature of B. Sc Radiology to BMRIT.**

Item No 3.4.9: To report the result analysis for End Semester Examinations held in Dec '18 and May' 19 and Summer Semester 2018-19 by COE examination report.

The Member Secretary presented the COE report 2018-19 to the Board with result analysis for ESE held in Dec '18, May'19 and summer Semester 2018-19. **The Board approved the COE report 2018-19 (Appendix BOM 3.4.9)**

Item No 3.4.10: To consider and approve various policies for smooth functioning of the University

Following policy, documents were recommended in the third meeting of BOM.

A. Admission Refund Policy **(Appendix BOM 3.4.10 A)**
B. IPR Policy **(Appendix BOM 3.4.10 B)**
C. Research Paper Incentive Policy **(Appendix BOM 3.4.10 C)**
D. Innovation Promotion Policy **(Appendix BOM 3.4.10 D)**

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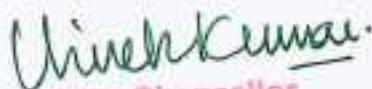
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E. Startup Promotion Policy **(Appendix BOM 3.4.10 E)**

F. Incentives Policy for State, National and International Recognition **(Appendix BOM 3.4.10 F)**

G. Plagiarism Policy/Code of Ethics **(Appendix BOM 3.4.10 G)**

H. Consultancy Policy **(Appendix BOM 3.4.10 H)**

I. Quality Policy **(Appendix BOM 3.4.10 I)**

J. Sustainable climate action policy **(Appendix BOM 3.4.10 J)**

K. Alumni Association and Policy **(Appendix BOM 3.4.10 K)**

L. Ph.D. Regulation Modified Policy **(Appendix BOM 3.4.10 L)**

The board approved all the above cited policies in the meeting.

Item No 3.5: To apprise the Board regarding the decisions made in 3r^d Meeting of the Finance Committee held on 25th Jan 2020.

During the 3rd meeting of the Finance Committee, the chairperson provided a summary of the decisions made. They shared a detailed report on the positive growth of the investment portfolio, along with suggestions for improvement.

The Board approved the following

A. The fee structure of various Programs for 2020-21 **(Appendix BOM 3.5 A)**

B. The Seed money and Grants for the Faculty Members were 30,51, 500 Rs as per Last URAB Meeting held on 24/08/2019 **(Appendix BOM 3.5 B)**

C. To consider and approve the various scholarships awarded to students in 2019-20 **(Appendix BOM 3.5 C)**

D. To consider and approve the Audit Income and Expenditure Report for the session 2018-19. **(Appendix BOM 3.5 D)**

Item No 3.6: To consider and approve the details of Research Projects applied for Government or Non Government Funding for 2019-20.

The Member Secretary presented the list and details of the research projects that were submitted for funding from both government and non-government sources for the session 2019-20. The Board carefully assessed each project's relevance, feasibility, and potential

impact. **After a thorough deliberation, the Board approved the selected projects to proceed with their funding applications. (Appendix BOM 3.6)**

Item No 3.7: To consider and approve the transfer of faculty members and staff from QGC to Quantum University for 2020-21.

The list of transferred faculty members and staff from QGC to Quantum University for 2020-21 was shared by the Chair of the meeting. **The Board approved the same after the review process. (Appendix BOM 3.7)**

Item No 3.8: To Consider and Approve the Award of Certificate Hotel Management (CHM)

The students of CHM (Batch: 2018-19) have completed their all-academic requirements as mentioned in the CHM program structure and university academic regulations. Their results have been declared. The following students shall be awarded a Certificate of Hostel Management. **The board approved the award of CHM to the listed students. (Appendix BOM 3.8)**

Item No 3.9: To Consider and Approve Ordinances Related to the Convocation and Approval of Degrees, Diplomas, and Certificates

The ordinance related to convocation was presented for the kind approval of the board. The member secretary apprised the board about the proposed procedure of convocation. The ordinance was approved by the board. The member suggested that the dress and color codes of convocation attire should be the same as proposed by the Uttarakhand government in this aspect. **The board members approved the proposal of Ordinance related to convocation and approval of Degree, Diploma and Certificate. (Appendix BOM 3.9)**

Item No 3.10: To Consider and Approve Formats of Mark Sheets/Transcripts/Degree/Certificates

As the samples of mark sheets/Transcripts/ Degree/ degrees, and certificates could not be presented. **The board decided to authorize the Vice Chancellor, with the approval of the**

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Chancellor to select the suitable agency and the formats, materials, and security features for Degree and transcripts printing.

Item No 3.11: To Consider and Approve Policy of awarding Gold/Silver and Bronze medals

The member secretary presented the medal policy. The member suggested many valuable suggestions. The board asked the member secretary to represent the policy in the next board meeting after the incorporation of all suggestions (**Appendix BOM 3.11**).

Item No 3.12: To apprise the board about National Depositary Scheme (NAD) signing MoU with designated agency and NAD.

The Govt. of India has the NAD scheme for depositing mark sheets/Transcripts/ Degree/ degrees, and certificates on digital platforms. This work is done by a government nominated third party. The university has contacted the listed third parties and identified **CDSL Ventures Limited, Marathon Futurex, A-Wing, 25th floor, N.M. Joshi Marg, Lower Parel, Mumbai 400013**, as the designated third party for the purpose. A MoU between the university and the third party is presented for the approval of the board. **The board appreciated the efforts made in this direction and approved the MoU in this respect.**

3.13 Any other item with the permission of the Chair.

No further discussion was held.

3.14 Vote of Thanks.

The meeting ended with a vote of thanks.

Vice Chancellor
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Roorkee, India

Registrar
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