

INTERNAL QUALITY ASSURANCE CELL
HNB GARHWAL UNIVERSITY, SRINAGAR-GARHWAL (UTTARAKHAND)

Minutes of the meeting of the Internal members of IQAC held on 18th April, 2015.

The following were present:-

1. Prof. J.L. Kaul	Chairman
2. Prof. P.S. Rana	Member
3. Prof. J.S. Bisht	Member
4. Prof. D.S. Negi	Member
5. Dr. K.D. Purohit	Member
6. Dr. M.S. Rana	Member
7. Prof. H.B.S. Chauhan	Member
8. Sri V.N. Bahuguna	Member
9. Prof. O.P. Sati	Member
10. Prof. J.P. Pachauri	Member
11. Prof. Vinod Nautiyal	Member
12. Prof. D.S. Negi (Mathematics)	Member
13. Prof. R.C. Dangwal	Member
14. Prof. Himanshu Baurai	Member
15. Dr. Deepak Kumar	Member
16. Prof. O.P. Gusain	Director (Member Secretary)

Prof. T.P. Pant, Prof. R.C. Ramola, Prof. S.C. Bagri and Mr. Divyanshu Bahuguna could not attend the meeting.

The Director informed all the members that the University has allotted Room No. 301 in the Students Activity Centre, Birla Campus, Srinagar for the Office of IQAC. All members appreciated the prompt action taken by the Registrar and Incharge Executive Engineer of the University.

AGENDA

1. To confirm the minutes of the meeting of the Internal members of IQAC held on 21st March, 2015.

The minutes were confirmed.

2. To approve the Student Feedback Proforma.

The members approved the Student Feedback Proforma developed by Prof. PK Joshi, Member IQAC, based on UGC Model with suitable changes including bilingual rendition. It was decided that in the initial phase, the feedback may be obtained before the end semester examinations (i.e. twice a year) from students of PG programmes and professional courses only. The DEPARTMENTS will obtain the feedback and analyse it (including the action taken, if required) before submitting a consolidated report/ record to IQAC. The Director was requested to get the proforma printed and brief the Deans of Schools in this regard.

Action: Director (IQAC)

3. To constitute Task Groups for meeting the objectives of IQAC.

The members discussed in detail the need for forming Task Groups, and it was felt that the task groups will come up with ideas, innovations and mechanisms for meeting the core objectives of IQAC. The task groups were constituted as follows:

- (i) Curricular Aspects- Prof. SC Bagri & Prof. Himanshu Baurai
- (ii) Teaching, Learning & Evaluation- Prof. OP Sati & Dr. KD Purohit
- (iii) Research, Consultancy & Extension- Prof. OP Sati & Prof. JP Pachauri
- (iv) Infrastructure & Learning Resources- Prof. Vinod Nautiyal & Mr. VN Bahuguna
- (v) Student Support & Progression- Dr. MS Rana & Dr CP Singh, Sports Director (Co-opted Member)
- (vi) Governance, Leadership & Management- Dr KD Purohit, Prof. PS Rana & Prof. JS Bisht
- (vii) Innovation & Best Practices- Prof DS Negi (Mathematics), Prof. RC Dangwal & Dr. Deepak Kumar

4. To consider the mechanism for seeking information from departments for preparation of AQAR and Annual Report of the University.

The members considered the format for AQAR of IQAC as provided in the UGC Guidelines (XII Plan), and decided that with induction of the suggestions discussed the same may be sent to the all departments and offices. Similarly the other relevant information to be included in the Annual Report of the University may also be sought.

Action: Director (IQAC)

5. To consider uploading of relevant information regarding IQAC on University Website.

The members considered creating of web page of IQAC for University website stating the objectives, activities etc along with the names of the members with email address.

Action: Director (IQAC)

6. To consider the strengthening of teaching methods

The members felt an urgent need to strengthen the teaching in the University. In this regard, it was felt that the ongoing process of making the Campus Wi-Fi enabled may be accelerated. There is also requirement of establishing a Virtual Classroom as central facility for recording and dissemination of expert lectures and other such purposes. It was also proposed to set up Smart Class Room in all departments. In the meanwhile, Interactive Boards may be provided to the Departments. Also, departments be encouraged for undergoing Academic Audit.

7. To consider adoption of green practices.

The members were of the view that as participatory initiative under Swachch Bharat Abhiyan, Dust bins may be placed at strategic points in the Campus. Also, as a measure for waste disposal, pits for composting of waste generated by Canteen, Hostel mess, Guest Houses etc. may be created. It was also proposed to procure Shredding machines for the Office so as to ensure recycling of paper.

The members also proposed affix Name plates on all major roadside trees/ plants in the all the campuses. Technical support in this regard may be provided by the Botany department(s). Dr. RM Painuli, Museum Curator, Department of Botany, Srinagar Campus may be requested to do the needful.

8. To consider implementation of CBCS at UG level and other examination reforms.

In view of the implementation of CBCS in UG courses, the members considered conducting Special Sessions for the departments in all the campuses. Each department may assign one faculty for the same so that the requirements of the new pattern are well understood and met with. Similar sessions may also be held with the Examination Section of the University and other concerned offices for the smooth conduct of CBCS.

The members requested the Controller of Examinations for evolving methods like SMS alerts for quick dissemination of the notices and other urgent information to the stakeholders.

9. To approve the API Scores in forms filled for direct recruitment as requested by Deputy Registrar (Academics) (Annexure 1)

Dr AK Mohanty, Deputy Registrar (Academics) had sent a draft, by email, of the API Score sheet duly modified in light of 2nd amendment in UGC regulations with the request to approve it after verification. The Director requested Prof RC Dangwal, Member to do the needful. He thoroughly checked the draft and pointed one addition (Note No 1) which was not mentioned in the relevant UGC Regulations and the subsequent amendments. The members after discussion approved the draft with the direction to DR Academic to omit NOTE No 1.

Action: DR (Academics)

The members also felt the need for further elaboration and simplification of the API Scores in forms to be filled for direct recruitment and under Career Advancement Scheme according to 2nd amendment in UGC regulations. Prof. RC Dangwal was requested to do the needful.

Action: Prof RC Dangwal (Member, IQAC)

10. To consider budgetary provision for functioning of IQAC.

To meet the establishment and strengthening expenditure of IQAC provision made in the XII Plan was discussed by the members. It was decided that the University be apprised of the same.

11. Any other item (to be taken up with the permission of the Chair).

To notify the date of the next meeting of the IQAC in last week of May, to be finalized by the Director in consultation of the Chairman.

The meeting was concluded by the vote of thanks by the Director.

Prof. (O.P. Gusain)
Member Secretary

Prof. (J.L. Kaul)
Chairman