

HEMVATI NANDAN BAHUGUNA GARHWAL UNIVERSITY
(A CENTRAL UNIVERSITY)
SRINAGAR (GARHWAL) - 246 174 UTTARAKHAND

**MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)
OF THE UNIVERSITY HELD ON 5TH DECEMBER 2018 AT 2:30 PM IN THE
ACADEMIC ACTIVITY CENTRE, CHAURAS CAMPUS.**

The following members were present:

1. Prof. Annpurna Nautiyal, Vice Chancellor, Chairperson
2. Prof. O.P. Kandari (Retd.), Bundelkhand University, Jhansi, Member
3. Dr. A.K. Jha, Registrar, Member
4. Prof. N.S. Panwar, Finance Officer, Member
5. Prof. R.C. Bhatt, Controller of Examinations, Member
6. Prof. K.C. Purohit, Campus Director (Pauri), Member
7. Prof. R.C. Ramola, Campus Director (Tehri), Member
8. Prof. P.S. Rana, Dean Students' Welfare, Member
9. Prof. Arun Bahuguna, Proctor, Member
10. Dr. M.S. Rana, University Librarian, Member
11. Dr. S.S. Bisht, Director, Physical Education, Member
12. Er. M.P. Dobhal, I/c Executive Engineer, Member
13. Prof. S.C. Bagri, Centre for Mountain Tourism & Hospitality Studies, Member
14. Prof. D.S. Negi, Dept. of Mathematics, Member
15. Prof. R.C. Dangwal, Dept. of Commerce, Member
16. Prof. Himanshu Baurai, Dept. of Political Science, Member
17. Prof. P.K. Joshi, Dept. of Education, Member
18. Prof. Vineet Ghildial, Dept. of Sanskrit, Member
19. Dr. Deepak Kumar, Dept. of English, Member
20. Mr. Sandeep Rana, President, Student's Union, Birla Campus, Member
21. Prof. O.P. Gusain, Director & Member Secretary

Mr. Mahendra Kunwar, Mr. Ravi Bhandari, Dr. S. Prasanna, Prof. Varun Joshi, Dr. D.K. Aswal, Prof. Nain Singh, Prof. Naresh Sharma, Prof. K.C. Sharma and Prof. N.C. Gautam could not attend the meeting.

Prof. O.P. Gusain, Director IQAC welcomed Hon'ble Vice Chancellor Prof. Annpurna Nautiyal, and all members of IQAC. Director IQAC then requested Prof. Annpurna Nautiyal, Hon'ble Vice Chancellor and Chairperson of IQAC for her opening remarks. Prof. Nautiyal appreciated the efforts of IQAC and its contributions to the university during last four years, and expressed her pleasure to be part of it.

Thereafter, the Director IQAC presented the agenda items for discussion and approval.

SECTION-1

- 1.01:** Reporting the Agenda and the minutes of the meeting of the IQAC held on 15th December 2017 for approval.

Agenda and the minutes of the IQAC meeting held on 15th December 2017 were placed before the house. Director IQAC apprised the members that the minutes could not be approved due to lack of quorum (2/3rd) at that time. He also said that as the minutes could not be approved, no action was taken, and hence cannot be reported.

The minutes were approved.

Hon'ble Vice Chancellor instructed the Director IQAC to revise the minutes in light of the decisions taken after the meeting held on 15th December 2017.

[Action: Director IQAC]

SECTION-2 (Activities Undertaken)

2.01: To apprise the members of the tasks undertaken by IQAC during last one year.

This was noted.

Special Invitee Dr. Sanjay Dhyani, Nodal Officer AISHE apprised the house of the shortcomings in facilities with regard to the University's participation in Institutional Swachhta Ranking 2018. The members discussed the possibilities of improving facilities.

In this context, Hon'ble Vice Chancellor directed the Executive Engineer (In-Charge) to make necessary provisions of separate toilets for Divyangjans (differently abled) students in all the buildings. She also directed to construct ramps in all old buildings to facilitate movement by the physically challenged. She also reiterated that these facilities must be in place not just for earning scores in any ranking but as a gesture of humanity, the house unanimously agreed upon this.

Further, the members also expressed their concern on lack of proper garbage disposal system. Possibility of mechanization of some of the facilities in hostels and elsewhere was also discussed.

[Action: Executive Engineer I/c; Chief Hostel Warden]

Director, IQAC informed the house that, in the beginning of the session, the Dean of Schools along with DSW and Proctor organized Induction programme for UG I semester students. He further informed that, despite the inclusion of Conduction of Induction Programme for freshers in the Academic Calendar of the University, majority of the departments did not sent any information about it.

Prof. O.P. Kandari, External Member suggested that the induction programme related to the sports and library should also be conducted during the general induction programme to save time and effort.

Hon'ble Vice Chancellor suggested that DSW should ensure that all the departments needs to conduct this important exercise in a coordinated manner and send their reports to the IQAC.

[Action: Dean Students' Welfare; Director, Physical education; University Librarian]

Director, IQAC emphasized the need for a Counselling system with a Psychologist in the University, so as to provide regular counselling services to the students especially

in the Hostels. Agreeing to this, Hon'ble Vice Chancellor said that services of the faculty members of Psychology department may be taken in this regard along with other concerned.

[Action: Registrar]

The Director, IQAC expressed his concern over falling number of research publications by the faculty members as evident from the lists submitted by the department for the Annual Report.

Prof. S.C. Bagri, requested the Hon'ble Vice Chancellor to issue an appeal to the faculty members to put in sincere efforts so as to increase the University's research publication.

Director IQAC informed that the data related to students enrolled during the session has been duly filled by them at the time of admission in the 'Student Summary Form,' however it must be entered in suitable computer programme thereby creating a database for ready retrieval of information required from time to time by UGC, MHRD, NAAC, NIRF etc. Prof. P.S. Rana, DSW requested Hon'ble Vice Chancellor to ensure that all the Dean offices should be given data entry operators for the same.

Hon'ble Vice Chancellor instructed the Registrar to find appropriate way to do the needful.

[Action: Registrar]

SECTION-3 (Quality Assurance)

3.01: To consider the Annual Quality Assurance Report (AQAR) 2017-18 for approval and submission to NAAC.

The AQAR for the year 2017-18 has been prepared on the basis of the information and data collected from the teaching departments and different sections of the University.

The AQAR for the year 2017-18 was approved.

3.02: To consider Student's Feedback on Teachers; Student's Feedback on Curriculum; and Feedback by Hosteller's.

This was noted.

The members suggested that the students' feedback on curriculum should be forwarded to the departments for discussion in respective Board of Studies (BoS).

[Action: JR-Academics]

3.03: To strengthen the Special Cells & Centres

Director, IQAC drew the attention of the members towards the fact that the establishment of Special Cells and Centres is aimed at achieving the University's broader objective of student support and welfare. Considering the not so encouraging performance of majority of the cells, it is high time to strengthen them, he added further.

Hon'ble Vice Chancellor agreed that the special cells needs to be revamped; she further stated that cells with similar functions will be merged as per the suggestion of the UGC's Expert Committee of Academic, Research, Financial & Infrastructural Audit. The members also were of the opinion that the cells should be made functional so that they are able to fulfil their mandate. They also suggested that the cells & centres should prepare yearly plan of their activities and submit report at the end of the year to IQAC; and for the same necessary financial grant should be extended to them.

Prof. O.P. Gusain also suggested that there must be proper signage placed at appropriate location in the campus so that the visibility of these cells is enhanced. Hon'ble Vice Chancellor stated that very soon a meeting will be called to discuss the issue.

[Action: Registrar; Directors/ Coordinators, Special Cells & Centres]

3.04: Digital initiatives

The need for the University to have an ICT policy was highlighted by the Director IQAC.

Hon'ble Vice Chancellor said that soon the campuses will be wifi enabled this shall require some regulation on usage by various stakeholders, thus having a policy in this regard shall be helpful. She suggested that Registrar along with the Dean, School of Engineering & Technology may come out with a broad outline for constitution of a committee for the same.

[Action: Registrar; Dean, School of Engineering & Technology]

3.05: To devise mechanism for tracking progression of students.

Director, IQAC informed the house that considering the mandatory requirement of NAAC & NIRF having data base of students is urgently needed.

Prof. P.S. Rana suggested strengthening the office of the Dean of schools for the same. Prof. O.P. Gusain suggested that student data for the current session i.e. 2018-19 is available and can be digitalized. Hon'ble Vice Chancellor directed the Registrar to do the needful.

[Action: Registrar; Dean, School of Studies]

Also, the departments were advised to develop a suitable mechanism to keep track of the progression of their graduates, the role of social media (Facebook, WhatsApp etc.) can be explored for the purpose.

[Action: Head of the Departments]

SECTION-4

Any other item with the permission of the Chair.

- 4.01: Director, IQAC with the permission of the Chair informed the house that the University is yet to proceed towards implementation of the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.

Hon'ble Vice Chancellor directed the Registrar to do the needful.

[Action: Registrar]

- 4.02: Director, IQAC with the permission of the Chair put forward the item of considering formulation of the revaluation guidelines by the University. He brought to the notice of members the letter of Secretary, UGC [D.O. No. 9-27/2018(CPP-II) dated 19th July, 2018] regarding the Central Information Commission notice Order No. CIC/BANHU/A/2017/110128-BJ dated 28.03.2018 advising MHRD to instruct all the Universities to suo-moto bring out the guidelines for revaluation of answer sheets detailing the procedure prescribed thereunder for the benefit of the larger student community.

Prof. R.C. Bhatt, COE said that at present the University has no provision of revaluation, therefore utmost care must be taken in formulating any guidelines in this regard. Hon'ble Vice Chancellor directed the Registrar and COE to do the needful.

[Action: Registrar; Controller of Examinations]

Thereafter, the Chairperson in her concluding remarks thanked all the members for their concern and valuable suggestions for the betterment of the University. She was highly appreciative of the active participation of Prof. O.P. Kandari in the meetings of IQAC held till date. On behalf of the University, Hon'ble Vice Chancellor presented a memento to Prof. O.P. Kandari.

The meeting concluded with a vote of thanks to the Chair.

sd/-

Prof. (O.P. Gusain)
Member Secretary

sd/-

Prof. (Annpurna Nautiyal)
Chairperson