

Minutes of Meeting

Ref. No. RIMT/IQAC/ADMIN/2020/87

Date: 26-6-2020

The 7th meeting of Internal Quality Assurance Cell (IQAC) of University, was held on 24-6-2020 at 11.30am through virtual/on line mode.

The following members were present:

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| 1. Dr. A.S. Chawla, Vice Chancellor | - | Chairperson |
| 2. Prof. Rakesh Mohan, Registrar | - | Member |
| Expert in Quality Management | | |
| 3. Prof. K.K. Uppal (University Business School, P.U. Chandigarh) | - | Member |
| Expert from industry/Local Community | | |
| 4. Mr. Sandeep Aggarwal (Punjab Steel Forging & Agro Industries) | - | Member |
| Teachers/Administrative representative | | |
| 5. Dr. Mandeep Singh Bindra, Director Academic | - | Member |
| 6. Dr. Sanjeev Mittal, Principal, School of Pharmaceutical Sci | - | Member |
| 7. Dr. Ashish Oberoi, Head, Department of CSE | - | Member |
| 8. Dr. Mohinder Pal Sharma, Head, Department of Physics. | - | Member |
| 9. Dr. Tejinder Kaur, Professor, Department of Languages | - | Member |
| 10. Dr. Sumita Vig, Principal, School of Education | - | Member |
| 11. Dr. S.S. Saluja, Dean, School of Legal Education | - | Member |
| 12. Dr. R.K. Maheshwari Dean School of Management and Commerce | - | Coordinator/
Member Secretary |

At the outset, Vice Chancellor of the University, welcomed all the members in the 7thIQAC Meeting and expressed his gratitude to the all the members present. Thereafter, the Vice Chancellor asked Member Secretary to present the agenda items before the members.

The following agenda were discussed and deliberated upon for consideration

A. Agenda of 7thIQAC meeting

1. To confirm the minutes of 6th IQAC Meeting and action taken of the previous meeting of IQAC.

The Minutes of 6th IQAC meeting held on 18-12-2019 was presented for confirmation ---
Confirmed

The following action taken points of 6th IQAC meeting held on 18-12-2019 was presented and notified by the members. The detail is as under:

Item No	Item Points	Action taken
3	Review of NAAC-SSR preparations 2019-20 and Preparations of NAAC-SSR, data collection from all departments for the academic year 2020-21	Data for session 2019-20 done, 2020-21 in –Process
4	Review of Faculty Research Initiatives	Total Nos. of 104 research papers was published by the faculty in the year 2019-20 and 40 journals was published in the year 2020 till 24-6-2020. Faculty was asked to published more journals and apply for Research projects to the Govt./Non-Govt. agencies.
5	Review of Academic and Administrative Audit	Done
6	Training & Placement Cell activities	Done, as per schedule
7	Up gradation of Library	Up gradation of Library was in process, More Books, Journals-Journals, e-ShodhSindhu, Delnet and Databases were added as University School-wise/Department-wise.
8	Participation in NIRF ranking	Done, efforts for ranking in 2020-21.
9	To upload the data on AISHE	Done, report submitted
10	Suggestions for Quality Initiatives in the next year	All Done as scheduled by each University School/Departments
11	Disposal of old Answer Sheets	Done
12.	Complied all UGC notices	Complied with all UGC public notices
13.	Academics as well as for Extra-curricular activities	All Done as scheduled by each University School/Departments

2. Issues Related to Examinations and Academic Calendar -Covid-19

Due to the COVID situation, the regular academic calendar is completely disturbed, hence it was decided that to implement all the required instructions received from the Govt. of Punjab, UGC and other statutory bodies from time to time related to Academic Calendar, Examinations, Re-opening of institutions, Standard Operating Procedure (SOPs) for conduct of examinations in view of Covid in all the University School/departments. All the Deans/Directors/HoDs were requested for strictly compliance of the same.

Further, instructions were also sent to the Hotel wardens of Boys and Girls hostels for adherence and conformity of the same.

3. Monitoring grievances/ concerns related to Examinations and Academic Calendar in view of COVID-19 pandemic.

It was instructed to the University Grievance Redressal Committee to Monitoring grievances/ concerns related to Examinations and Academia in view of COVID-19 pandemic and to submit the same on weekly basis to the Member Secretary IQAC.

Further all Deans/Directors/HoDs/Incharges were requested to circulate notices to their staff and students for downloading the Aarogya Setu App as per instructions received from Govt. of India.

4. Facilitation of Study on impact of COVID-19

After due discussion and deliberation, it was decided to restructure the present conventional, classroom based educational system into the quick transitions to online mode, as per guidelines issued by the regulatory bodies from time to time for completion of the syllabi of all classes in the current academic year.

5. Discussion on NAAC preparation and collection of data for the academic year 2020-21:

All the departments presented the NAAC progress report of their departments. All departments advised to submit the NAAC progress report after ratifying the shortcoming in the next meeting and requested to submit the NAAC data (Department -wise/Criteria-wise) to the Member Secretary on or before 8-7-2020.

6. To discuss the feedback analysis report on design and review of curriculum/syllabus

Chairperson, IQAC, discussed that the feedback analysis and action taken on design and review of curriculum/syllabus from various stakeholders i.e students, Faculty members, Industrialists, Employers, Experts and Alumni for the session 2019-20 will be presented in next IQAC meeting

The PO/CO attainment report of the departments and the strategy make it in- line with National Education Policy and UGC-LOCF framework was discussed.

7. Establishment of DESINNO Centre of Excellence and to Extend STEM Education as STEAM Education through RIMT - DRI. To identify or establish online platform for tinkering activities w.r.t STEM/STEAM Education: After due discussion and deliberation, it was requested to RIMT-DRI incharge to establish DESINNO Centre of Excellence and to Extend STEM Education as STEAM Education through RIMT - DRI and submit requirement if any to the Vice Chancellor for the same.

8. Any other Agenda points with permission to Chair

The following points were also deliberated and suggestions were made for action in addition to :

The various ranking by renowned Magazines were appraised by Member Secretary of the IQAC.

The report prepared by the IQAC on the initiative towards achieving sustainable development goal was presented by the member secretary and appreciated by all member.

The Chairperson thanked the Deans/Directors and core committee of IQAC for their remarkable work and advise for compliance as per discussion during the meeting

Vice Chancellor informed that University is going to organized "Virtual Conference on Contemporary Trends in Literature, Languages and Literacy Theory "on 18th December, 2020. Dr. Rana Nayar, Professor (Retd.), Department of English and Cultural Studies, Punjab University, Chandigarh will be the Key Note Speaker.

In addition of the above said discussion, Chairperson asked the Member Secretary to send UGC notices related to Deeksharambh - A Guide to Student Induction Programme (SIP), published on 10-4-2020 and UGC letter reg :Mental health & Well-being of Students during and after COVID-19, published on 5-4-2020 to the incharge Academic Branch for the information and further processing on the same.

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



[Signature]
Member Secretary