

**Minutes of Meeting**

Ref. No. RIMT/IQACADMIN/2021/389-A

Date: 29-11-2021

The 10<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of University, was held on 25-11-2021 at 11.30 am through virtual mode.

The following members were present:

1. Dr. Vijay Kumar Agarwal (Vice Chancellor) - Chairperson
2. Dr. Suresh Kaswan, Dean School of Computing- - Coordinator/

Member Secretary of IQAC

**External Expert in Quality Management/ Industry /Local Community**

3. Dr. Manjeet Pattra (Director IQAC, Punjabi University Patiala)

**Expert in Quality Management**

4. Mr. Sandeep Aggarwal (Punjab Steel Forging & Agro Industries)
5. Mr. Vinod Sood (Surinder Diagnostics Centre, Khanna)

**Teachers/Administrative representative**

6. Dr. Mandeep Singh Bindra, Director Academic - Member
7. Er. Rakesh Mohan (Registrar, RIMT University) - Member
8. Dr. Nitin Thapar, Head, School of Management and Commerce- Member
9. Dr. Sanjeev Mittal, Director, School of Pharmaceutical Sci. - Member
10. Dr. Mohinder Pal Sharma, Head, Department of Physics. - Member
11. Dr. Mejar Singh, Professor, Department of Social Science - Member
12. Dr. Navkaran Singh Shergill,, HoD, Department of Physiotherapy - Member

At the outset, Vice Chancellor of the University, welcomed all the members in the 10<sup>th</sup> IQAC 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****Agenda of 10<sup>th</sup> IQAC meeting**

1. To confirm the minutes of 9<sup>th</sup> IQAC Meeting.

The minutes of 9<sup>th</sup> Internal Quality Assurance Cell (IQAC) meeting held on 16<sup>th</sup> June, 2021, was circulated to the Hon'ble member of IQAC. No comment has been received from any from any member. *The minutes were unanimously confirmed.*

## 2. To note down action taken report on the decisions of the previous meeting

Further, Coordinator IQAC presented the action taken report on the suggestions made during the 9<sup>th</sup> Internal Quality Assurance Cell (IQAC) meeting. - It was *noted down and approved as per detail given below:* -

| Item No | Item Points  | Action taken   |
|---------|--|--|
| 3       | To introduce Value-Added and Skill enhancement courses, as a part of the curriculum <i>in all University School/Departments (as per applicability)</i>   | Implemented  |
| 4.      | Status of academic review meetings with Heads of University School/Departments   | All the decisions taken during the 9 <sup>th</sup> Meeting of IQAC have been implemented.  |
| 5.      | Preparation of NAAC-SSR and IIQA Accreditation documents   | Documents for the session 2020-21 were in process in respect of criteria-3.<br>Data for 2021-22 is also in-process.<br>NAAC Core team members asked to finish the task within a month.   |
| 6.      | Review of Faculty Research Initiatives   | Faculty are actively engaged in Research Initiatives and publications<br>The staff members used E learning facilities like NPTEL video, smart classroom, More than 100 staff member attending various conferences, workshops, Handbook for Quality Assurance was developed as well as each laboratory developing quality manual. |
| 7       | To consider UGC letters for implementation in each University School/Departments <ul style="list-style-type: none"> <li>• Participation in Atal Ranking of Institutions on Innovation Achievements (ARIIA) 2021.</li> <li>• Adoption &amp; Implementation of National Innovation and Startup Policy (NISP).</li> <li>• Guidelines for Re-Opening of Universities and Colleges Post Lockdown due to COVID-19 Pandemic, published on 5-2-2021</li> <li>• Blended Mode of Teaching and Learning, published on 20-5-2021</li> <li>• Best Practices applied by Universities., published on 16-6-2021</li> <li>• "Curbing the menace of ragging in Higher Educational Institutions" published on 22-3-2021</li> <li>• Women Safety, published on 19-4-2021</li> <li>• Internal Complaint Committee (ICC) and Gender</li> </ul> | Done by all the concerned departments.<br><br>The report of the same was also received by the IQAC.  |

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|--|--|--|
|  | <p>Sensitization Programme, published on 10-6-2021</p> <ul style="list-style-type: none"><li>• Establishment of an Office for International Affairs., published on 13-1-2021</li><li>• World No Tobacco Day on 31st May, 2021</li><li>• Elimination of Single Use Plastic, Published on 09/06/2021</li></ul> |  |
|--|--|--|

### **3. Review of Academic and Administrative Audit**

Guidelines for the conduction of annual internal academic and administrative audit were presented before committee. Guidelines and format of report to be submitted by AAA panel, format for review of academic activities, action taken report by departments for initiatives taken by IQAC were presented before committee.

#### **Standard formats initiated by IQAC**

- 1 Budget proposal format for industry visit, expert talks
2. Template for faculty profile
3. Guidelines to departments for conduction of Faculty Development Programms
4. Committee for Ranking, Survey and Institutional Awards

All the initiatives and formats prepared by IQAC were resolved and approved by committee.

### **4. Suggestions for Quality Initiatives in the next year and Status of academic review meetings with Heads of University School/Departments**

#### **Status of academic review meetings with Heads of University School/Departments**

- **Innovative processes adopted by the University School/Departments in Teaching, Learning and Evaluation**

Director Academic (Affairs) informed that from 15th Feb 2022 offline lectures will be started but since the new guidelines have come, it will be started from 1st Feb 2022 in offline mode. He added that due to delayed admission processes, the students and the faculty had time short, then also innovative examination were introduced instead of just teaching the routine concept, applications of these concept were considered which is not possible in continuous teaching mode, decision was taken to take few lectures where the briefing was already done by the faculty members some part of the content is to be learned by the student itself where they will be assessed by the oral interaction or by conducting the quiz etc.

Further, he informed that the decision during the meeting held on 16-6-2021 was implemented and report of the same was sent to the office of the Vice Chancellor.

## Suggestions for Quality Initiatives in the next year

Further, Director Academic affairs and IQAC coordinator shared their planning for next year.

- Need for involvement of more alumni and strengthening interface with industry is to be recognised.
- HODs is requested to identify eminent alumni from their respective departments and plan programmes which can benefit the present students.
- The Code of Conduct should be made available on University website
- Responsibility of Training and Placement department to find out Industry contribution in employing fresh graduates from the campus and the requirement of industry, so that students could be groomed accordingly.

It was also suggested that there is lack of proper communication between industry and education institutions regarding the recruitment requirements. It was decided to bridge this gap of communication by being in contact with the industry.

- Plan to organise Workshop on Data Analysis through SPSS from April 13 to 18, 2022

### 5. Review of NAAC-SSR preparations 2021-22.

IQAC member informed that NAAC SSR data is complete in all respect and all the information and documents was also prepared for IQA which will be submitted in the month of January, 2023.

### 6. Participation in NIRF ranking

Nodal officer of NIRF informed that University is in process to apply for NORF 2020-21 in 2 sectors Engineering and Management and requested all Deans/ Directors/HoDs/Incharges to share required information in the prescribed format of NIRF.

### 7. To upload the data on AISHE

Similarly, Nodal officer AISHE requested to all Deans/ Directors/HoDs/Incharges to share required information in the prescribed format of AISHE

### 8. It was informed by member secretary that RIMT DRI is required to give status of IIC - MoE, IIC Ambassador, NISP Policy and DESINNO Project progress. Extension of STEAM Education as a STREAM Education

### 9. To discuss the UGC public notices issued from time to time for consideration and implementation: -

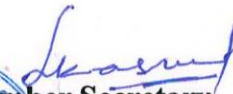
- Extension of date for submission of thesis for terminal M.Phil/Ph.D Students, published on 4-9-2021.
  - Ph.D. as mandatory requirement for appointment of Assistant professors in departments of the Universities- Extension of date regarding, Published on 12/10/2021
- Implementation of NEP, 2020, published on 18-11-2021.
  - Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic-July 2021, published on 16-7-2021

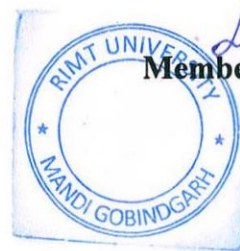
- Verification or authentication of genuineness of degrees and other certificates awarded by different Universities, published on 13-8-2021.
- NCC as general elective credit course, published on 12-7-2021.
- Prevention of Caste Based Discrimination in Higher Education, published on 13-9-2021
- UGC Letter regarding: Choice Based Credit System (CBCS), published on 23-3-2022

**Dean Academic affairs and all the Nodal officers of University committees viz. Anti Ragging Cell, Caste Based Discrimination, and Internal Compliant Committee was advised to send the compliance report to the office of the Vice-Chancellor immediately after the activity/task done.**

Vice Chancellor informed that RIMT University is going to organized **4<sup>th</sup> International Conference on “Emerging Trends in Research and Development Sustainability, Challenges and Strategies on 7<sup>th</sup> December, 2021.** Further he informed that participation fee for Academician/Corporate is Rs. 1000/-; Research Scholar is Rs. 800/- and PG students is Rs. 600/-. Research Scholars, Faculty members of various disciplines, individual/Managers and administrators and students will participate.

As there were no agenda items for discussion, the meeting ended with a vote of thanks to the chair.

  
**Member Secretary**



A circular blue stamp of RIMT University, Mandi Gobindgarh, with two stars on either side of the text.