

Minutes of Meeting

Ref. No. RIMT/IQAC/ADMIN/2020/212

Date: 7-12-2020

The 8th meeting of Internal Quality Assurance Cell (IQAC) of University, was held on 2nd December, 2020 at 11.30am through virtual mode.

The following members were present:

1. Dr. A.S. Chawla, Vice Chancellor - Chairperson
2. Prof. Rakesh Mohan, Registrar - Member
- Expert in Quality Management**
3. Dr. Manjeet Pattra (Director IQAC, Punjabi University, Patiala: - Member
- Expert from industry**
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 Sciences - 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 8th 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 8thIQAC meeting: -

1. To confirm the minutes of 7th IQAC Meeting and to note down action taken report of the previous meeting of IQAC.

The minutes of 18th Internal Quality Assurance Cell (IQAC) meeting held on 24th June, 2020, was circulated to the Hon'ble member of IQAC. No comment has been received from any from any member. *The minutes were unanimously confirmed*

Further, Coordinator IQAC presented the action taken report on the suggestions made during the 7th Internal Quality Assurance Cell (IQAC) meeting. - It was *noted down and approved as per detail given below: -*

Item No	Item Points	Action taken
2	Issues Related to Examinations and Academic Calendar - Covid-19	Implemented as per UGC guidelines and concerned regulatory bodies.
3	Monitoring grievances/ concerns related to Examinations and Academic Calendar in view of COVID-19 pandemic	Done efficiently by the Grievance redressal committee of the university.
4	Facilitation of Study on impact of COVID-19	Facilitation of study was provided to the students during Covid -19
5	Discussion on NAAC preparation and collection of data for the academic year 2020-21	Done, as per schedule, some of the data from research criteria are still pending.
6	To discuss the feedback report & Programme outcome/course outcome & its attainment report	Done
7	Ranking by renowned Magazines Sustainable Development Goal To comply with UGC notices: <ul style="list-style-type: none"> • Mental health & Well-being of Students during and after COVID- • Deeksharambh - A Guide to Student Induction Programme (SIP) 	In-Process In-Process Done.

2. Review of Academic Result and Action plan for e-Learning activities.

Resolution: A review of previous Academic years results were taken. It was discussed that for a few subjects, there is a need to improve the results. In view of Covid-19 pandemic situation, the University has to adapt online teaching-learning methodologies. Various initiatives such as recorded video lectures, additional teaching materials, e-books, etc were taken by staff for conducting teaching-learning processes through online mode. However, for the next semester, it is decided to continue the online teaching-learning activities along with regular teaching activities as per the guidelines of UGC and concerned regulatory bodies notices issued from time to time.

3. Review of Industry Institute Interaction and Student's Placement.

Resolution: Several activities such as Industry-Institute Interaction, Personal interview and Group discussion practice sessions, were planned in AY 2019-20 semester II. However, after March 2020 due to Covid-19 pandemic, several activities could not be completed after March 2020. It is discussed to work out alternate strategies to conduct these activities in AY 2021-22.

4. To discuss RIMT-DRI Activities and progress of DESINNO-CoE. Member secretary presented the programme report of DESINNO-CoE and activities undertaken by the RIMT-DRI, Vice Chancellor appreciate the efforts of the Incharge DRI and advise to work on other projects also offered by DST, MHRD etc.

5. To approve the Annual Report for the session 2020-21 : Member Secretary presented the Annual report for the session 2018-19., the Vice Chancellor whole heartedly appreciated the work of Team.

6. To approve the Internal Academic and Administrative Audit (AAA)

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

7. To consider UGC letters for implementation in each University School/Departments.

7.1 UGC Guidelines on Academic Calendar for the First Year of UG and PG Students of the Universities for the Session 2020-21 in view of COVID-19 Pandemic, published on 24-9-2020.

7.2 UGC Letter regarding: Guidelines for Re-Opening the Universities and Colleges Post Lockdown due to COVID-19 Pandemic , published on 5-11-2020.

7.3 UGC Letter regarding: Organizing Webinars on Implementation of National Education Policy-2020, published on 27-10-2020.

7.4 UGC Public Notice regarding: Guidance document on Good Academic Research Practices (GARP), published on 28-10-2020.

7.5 UGC Letter regarding: "Curbing the menace of ragging in Higher Educational Institutions" published on 3-11-2020

7.6 UGC Letter regarding: Prevention of Caste Based Discrimination in Higher Education Institutions., published on 10-9-2020

7.7 UGC letter regarding: Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions. published on 10-9-2020

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.

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



[Handwritten Signature]
Member Secretary