

Ref No: RBV/VC/21/1170

Dated: 21/06/21



INTERNAL QUALITY ASSURANCE CELL (IQAC)

RAYAT BAHRA UNIVERSITY

Minutes of 14th Meeting of Internal Quality Assurance Cell (IQAC)

Minutes of 14th Meeting of Internal Quality Assurance Cell (IQAC), Rayat-Bahra University, held on June 21, 2021 3:30 pm at Vice-Chancellor's Conference Hall.

The meeting fourteenth meeting of IQAC in Rayat Bahra University was held on June 21, 2021 3:30 pm under the Chairmanship of Hon'ble Vice-Chancellor.

The agenda of the Meeting was:

1. Approval of minutes of previous meeting
2. Conferences/ FDPs/ Workshops
3. Sports Activities
4. Requirement of books in Central and Departmental Libraries
5. Proctorial Board
6. ERP
7. Mentor-Mentee system
8. Guidance and Counselling
9. Industrial Visits

The following members were present:

- | | |
|---|-------------|
| 1. Prof. (Dr.) Parvinder Singh, Vice-Chancellor | Chairperson |
| 2. Ms. Sahila Bahra, Vice-President (Academics) | Member |
| 3. Mr.V.K Bhatia (Director Finance) | Member |
| 4. Prof. (Dr.) B.S. Satyal, Registrar | Member |
| 5. Prof.(Dr.) Simerjit Kaur, USS | Convener |
| 6. Prof.(Dr.) M.S Mehta, USS | Member |
| 7. Prof.(Dr.) Amita Mahajan, USAS | Member |
| 8. Dr. Sanjeev Seth, Honorary Director | Member |
| 9. Ms. Anshu Gauba, HOD, Management, USMS | Member |
| 10. Prof.(Dr.) Kavita Aggarwal, USMS | Coordinator |
| 11. Dr. Navneet Chopra, USED | Member |
| 12. Dr. Pooja Rani, CSE, USET | Member |

13. Ms. Ramica Sharma, Assistant Professor, USPS	Member
14. Ms. Gauri, Assistant Professor, USPS	Member
15. Mr. Tapan, Assistant Professor, Commerce, USMS	Member
16. Mr. Kulman Bir Singh, B.A.LLB. (Student's Nominee)	Member
17. Er. Sandeep Garg, Eco Paryavaran Engineers Pvt. Ltd (Industrialist)	Member
18. Dr. Mandeep Sandhu, HOD, ECE/EE,	Member Secretary

The Chairperson welcomed all the members present and gave a brief background of the formation of the IQAC Cell as required under the UGC Regulations and the guidelines of the NAAC.

The following were the proceedings of the meeting:

1) Approval of minutes of previous meeting

The Coordinator, IQAC placed the minutes of the previous meeting held on 22nd February 2021 before the committee. The committee considered and confirmed the same.

2) Conferences/ FDPs/ Workshops

It was discussed and to organize various quality enhancement workshops/ Symposium / Conferences that motivated the members to actively participate in the quality enhancement activities of research, innovation and incubation. The faculty was advised to follow culture internal guidelines while conducting any type of expert talk.

3) Sports Activities

The chairperson also appreciated the efforts of the students and faculty members of the University for organizing sports competition at Inter/ Intra University level. Students participated with a great zeal in volleyball match and power lifting championship.

4) Requirement of books in Central and Departmental Libraries

The Chairperson directed the members present, to have each department assess the availability and number of the books prescribed in their respective syllabi in the Central Library as well as the Departmental Library and submit the detailed list of such requirements of the books to the Registrar.

It is also instructed to the University librarian to kindly note the footfall to the library as well as to the periodical section.

5) Proctorial Board

Prof. (Dr.) Parvinder Singh, Hon'ble Vice-Chancellor, informed the members present, that in order to boost Student Disciplinary Control System and maintaining a wave of healthy Disciplinary Climate amongst our students, Proctorial Board headed by the Chief Proctor and assisted by members (Proctors) has been created.

The main purpose of this board is to exercise control on students from indulging in untoward activities and make continuous endeavours so that the atmosphere / environment at the campus is most amicable resulting in students' satisfaction and happiness. This is to be achieved not essentially with force but certainly with an understanding and positive perception. Their main focus is to make RBU as a best discipline campus. The members were also briefed about the general duties and responsibilities of Chief Proctor and other Proctors.

6) ERP

It was further deliberated about the ERP station which has been operational by August 2021. All updates will be intimated in next IQAC for the efficient governance of administration.

7) Mentor-Mentee system

The Vice-Chancellor informed that a mentor-mentee programme has to be rigorously followed during the academic year as before to maintain the relationships among mentor and mentees so as to utilize their potentials and talents which will serve to motivate the students to achieve excellence in studies and future career.

8) Guidance and Counselling

The Vice-Chancellor informed that Guidance and Counselling shall continued to be administered for overall improvement of academic and grievances of the students and has a very positive impact on the students.

9) Industrial Visits


It was decided to arrange industrial visit from each school to improve industrial academic interaction and to provide the students an insight regarding the internal working of companies.

It was communicated that minutes of meeting of every meeting should be maintained separately and uploaded on the University website.

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


Convener
(IQAC)


REGISTRAR
RAYAT-BAHRA UNIVERSITY
VILL. SAHAURAN, TEH. KHARAR
MOHALI-140104 (PB.)


VICE CHANCELLOR
RAYAT-BAHRA UNIVERSITY
VILL. SAHAURAN, TEH. KHARAR
MOHALI-140104 (PB.)