

Ref. No. RBV/VC/17/1263

Date: 18/08/2017



INTERNAL QUALITY ASSURANCE CELL (IQAC)

RAYAT BAHRA UNIVERSITY

Minutes of 1st Meeting of Internal Quality Assurance Cell (IQAC)

Minutes of 1st Meeting of Internal Quality Assurance Cell (IQAC), Rayat-Bahra University, held on August 18, 2017 11:30 am at Vice-Chancellor's Conference Hall.

The meeting first meeting of IQAC in Rayat Bahra University was held on August 18, 2017 11:30 am under the Chairmanship of Hon'ble Vice-Chancellor.

The agenda of the Meeting was:

1. Introduction for IQAC in RBU
2. Budget allocations
3. All proposals for seminars/conferences/workshops to be routed through IQAC
4. Allocation of Seed money for organizing Seminars, Conferences, workshops and incentives for promotion of research activities
5. Choice Based Credit System (CBCS)
6. Introduction of Mentor-Mentee system
7. Guidance and Counselling
8. Introduction of system of feedback from the Stakeholders

The following members were present in accordance with the formation of IQAC dated February 8, 2017:

1. Dr. Raj Singh, Vice-Chancellor	Chairperson
2. Shri Ravi Gupta, CFO	Member
3. Prof. (Dr.) O.P. Midha, Registrar	Member
4. Prof. (Dr.) M.S. Bains, Dean, USL	Member
5. Prof. (Dr.) S.L. Hari Kumar, Dean, USPS	Member
6. Prof. (Dr.) Balram Dogra, Dean, USMS	Member
7. Dr. Navneet Chopra, USED	Coordinator
8. Prof. (Dr.) M.S Mehta, USS	Member
9. Ms. Rupinder Kaur Aulakh, M.Com (Student's Nominee)	Member
10. Er. Sandeep Garg, Eco Paryavaran Engineers Pvt. Ltd (Industrialist)	Member
11. Prof. (Dr.) Simerjit Kaur, USS	Convener
12. Dr. Kavita Aggarwal, USMS	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) Introduction for IQAC in RBU

The Vice-Chancellor briefed the members regarding the role and functions of the Internal Quality Assurance Cell in the University as per the guidelines of NAAC and UGC which has been constituted consisting of different Experts and shall work in the areas of Curricular Aspects, Teaching, Learning, and Evaluation Research, Innovation, and Extensions, Infrastructure and Learning Resources, Student Support and Progression, Governance, Leadership, and Management and Institutional Values and Best Practices. The members appreciated the efforts being made in these directions and assured of their maximum participation and contribution to achieve these objectives.

2) Budget allocations

The members present discussed in detail the allocation of budget of Rs.52 crores under different heads including receipts and payments by the University with the concurrence and approval of the Board of Management for the financial year 2017-18 wherein provisions for developing infrastructure, expenses for consumables and capital assets to accomplish R&D work, repairs and maintenance of equipments/machinery, social and cultural activities, faculty and student welfare programmes and allocation of Seed money for promotion of research activities in the University has been envisaged. Accordingly, it was decided that the budget allocation as approved shall be optimally utilized on priority basis as per requirements for such purposes.

3) All proposals for seminars/conferences/workshops to be routed through IQAC

It was suggested by the Vice-Chancellor that as an initiative towards quality sustenance and improvement, the proposals including required amount for organizing conferences, seminars and workshops, expert lectures, shall henceforth be routed through IQAC.

All students shall be encouraged to attend these workshops and guru talks regularly by their respective HODs and Deans.

4) Allocation of Seed money for organizing Seminars, Conferences, workshops and incentives for promotion of research activities

The Vice-Chancellor informed that the funds of Rs.11 lakhs as Seed money shall be allocated to different departments for organizing seminars, conferences, workshops, FDPs, Expert talks and industrial visits and promotion of other research activities.

5) Choice Based Credit System (CBCS)

The Vice-Chancellor informed that in accordance with the requirements of the UGC, the university has successfully adopted Choice Based Credit System (CBCS) in the curriculum of different teaching programmes offered by the University.

6) Introduction of Mentor-Mentee system

The Vice-Chancellor informed that a mentor-mentee programme be introduced and rigorously followed to maintain the healthy relationships among mentor and mentees and for optimum utilization of talent and potentials. This also serves to motivate the students for excellence in academic and their career paths ahead.

7) Guidance and Counselling

The members of IQAC discussed in detail and decided that optimum use of Guidance and Counselling shall be administered for improvement of academic results and to resolve the possible grievances of the students. This will have a positive impact on the psychological well being of students by minimizing anxiety and uncalled for psychological pressures during their studies.

8) Introduction of system of feedback from the Stakeholders

The members discussed and decided that a system of registering periodical feedback of all the concerned stakeholders shall be implemented on priority to assess and evaluate outcome of overall academic exercise.

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.

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

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


Convener
(IQAC)