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INTERNAL QUALITY ASSURANCE CELL (IQAC)

RAYAT BAHRA UNIVERSITY

Minutes of 13th Meeting of Internal Quality Assurance Cell (IQAC)

Minutes of 13th Meeting of Internal Quality Assurance Cell (IQAC), Rayat-Bahra University, held on February 26, 2021 2:30 pm at Vice-Chancellor's Conference Hall.

The meeting thirteenth meeting of IQAC in Rayat Bahra University was held on February 26, 2021 2:30 pm under the Chairmanship of Hon'ble Vice-Chancellor.

The agenda of the Meeting was:

1. Approval of minutes of previous meeting
2. Budget allocation
3. Allocation of Seed money for organizing Seminars, Conferences, workshops and incentives for promotion of research activities
4. Examination of intermediate semester/year students
5. Webinars/ E- Workshops
6. Mentor-Mentee system
7. Guidance and Counselling
8. Feedback from the Stakeholders

The following members were:

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.) C.P. Gandhi, Professor, USS	Member
6. Dr. Mehr Manick, Associate Professor, USL	Member
7. Dr. Jaspal Singh, Associate Professor, USL	Member
8. Prof.(Dr.) Simerjit Kaur Shergill, USS	Convener
9. Prof.(Dr.) M.S Mehta, USS	Member
10. Dr. Kavita Aggarwal, USMS	Coordinator
11. Dr. Gurfateh Singh, Associate Professor, USPS	Member
12. Dr. Navneet Chopra, USED	Member
13. Prof. (Dr.) M.S Mehta, USS	Member
14. Ms. Anchal Guleria, M.Com, USMS (Student's Nominee)	Member
15. Er. Sandeep Garg, Eco Paryavaran Engineers Pvt. Ltd (Industrialist)	Member
16. Dr. Mandeep Sandhu, HOD, ECE/EE, USET	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 26th March 2020 before the committee. The committee considered and confirmed the same.

2) Budget allocation

The available authorities in IQAC discussed in detail the allocation of budget of Rs. 40 cores including receipts and payments by the University with the concurrence and approval of the Board of Management for the financial year 2020-21 under different heads wherein provisions for developing infrastructure, expenses for consumables and capital assets to accomplish R&D work, repairs and maintenance of equipment/machinery, social and cultural activities, faculty and student welfare programmes has been envisaged. Accordingly, it was decided that the budget allocation as approved shall be optimally utilized on priority basis as per the requirements.

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

The Vice-Chancellor informed that the funds for 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.

4) Examination of intermediate semester/year students

The Chairperson informed all present that as per UGC guidelines on Examinations issued in April 2020 for intermediate semester/year students, the universities may conduct examinations after making a comprehensive assessment of their level of preparedness, residential status of the students, status of the COVID-19 pandemic spread in different region / state and other factors. In case the situation does not appear to be normal in view of COVID-19, in order to maintain social distancing, safety and health of the students, grading of the students could be composite of 50% marks on the basis of the pattern of internal evaluation adopted by the universities and the remaining 50% marks can be awarded on the basis of performance in previous semester only (if available). The internal evaluation can be continuous evaluation, prelims, mid-semester, internal assignments which is given for student progression.

In the situations where previous semester or previous year marks are not available, particularly in the first year of annual pattern of examinations, 100% evaluation may be done on the basis of internal evaluation if the student wishes to improve the grades; he/she may appear in special exams for such subjects during next semester. This provision for intermediate semester

examinations is only for the current academic session (2019-20) in view of COVID-19 pandemic, while maintaining safety and health of all the stakeholders and sanctity and quality of examinations.

5) Webinars/ E- Workshops

It was discussed and decided till the normalcy returns, all the planned Webinars/ E-Workshops/E-Seminars are to be conducted online using Zoom/Google Meet platforms. As discussed, all the data related to Webinars/ E-Workshops/E-Seminars to be put on records for the annual progress report and IQAC records.

6) 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.

7) 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.

8) Feedback from the Stakeholders

The Vice-Chancellor informed that the system of registering periodical feedback of all the concerned stakeholders shall be continued to access 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.

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


VICE CHANCELLOR
RAYAT-BAHRA UNIVERSITY
VILL. SAHAURAN, TEH. KHARAR
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Convener
(IQAC)