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INTERNAL QUALITY ASSURANCE CELL (IQAC)

RAYAT BAHRA UNIVERSITY

Minutes of 5th Meeting of Internal Quality Assurance Cell (IQAC)

Minutes of 5th Meeting of Internal Quality Assurance Cell (IQAC), Rayat-Bahra University, held on September 17th, 2018 11:30 am at Vice-Chancellor's Conference Hall.

The meeting fifth meeting of IQAC in Rayat Bahra University was held on September 17th, 2018 11:30 am 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. Industrial visits
5. Centre of Excellence
6. Mentor-Mentee system
7. Guidance and Counselling
8. Feedback from the Stakeholders

The following members were:

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| 1. Professor (Dr.) Daljit Singh, Vice-Chancellor | Chairperson |
| 2. Shri Ravi Gupta, CFO | Member |
| 3. Prof. (Dr.) O.P. Midha, Registrar | Member |
| 4. Prof. (Dr.) Amita Mahajan, USAS | Member |
| 5. Prof. (Dr.) Gurfateh Singh, USPS | Member |
| 6. Mr. Abhinav Tripathi, USET | Coordinator |
| 7. Dr. Navneet Chopra, USED | Member |
| 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) | Convener |
| 11. Prof. (Dr.) Simerjit Kaur, USS | Member |
| 12. Dr. Kavita Aggarwal, USMS | 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 10th May 2018 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.50 crores including receipts and payments by the University with the concurrence and approval of the Board of Management for the financial year 2018-19 under different heads 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 has been envisaged. Accordingly, it was decided that the budget allocation as approved shall be optimally utilized on priority basis as per 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 of Rs. 15 lakhs 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) Industrial visits

The Vice-Chancellor directed all the members present that more emphasis shall be laid on Industrial Visits and Collaborations to provide the students with an opportunity to learn practically through interaction, exposure to current working methods and employment practices.

5) Centre of Excellence

It was further discussed and resolved that the University will provide all necessary infrastructural facilities for the development of Centre of Excellence in the University Campus which will be a hub of all the innovations, research data base, Central Instrumentation Lab, start-up units and research incubation Centre with all necessary provisions for the Patents' registration/publications/start-ups/incubation and fund raising. It will consist of:

- (i) Art Gallery: Art Gallery provision to be created in accordance with the Education Department.
- (ii) Museum: It was proposed and accepted for the creation of the University museum.

(iii) Open Theatre: It was proposed and accepted for the creation of the open theatre for all the recreational activities as per the proposal of DSW.

(iv) Green House: It was proposed and accepted to create Green House for the cultivation of exotic vegetables and medicinal plant in partially controlled environmental conditions.

(v) Hydroponic Unit: It was proposed and accepted for the creation of one hydroponic and aquaponic unit in accordance with the University School of Life Sciences and Agriculture.

(vi) Weather Station: It was proposed and agreed to work out the possibility of creation of a Weather Station.

(vii) Animal House: It was proposed and decided to create an Animal House in accordance with the Pharmacy, Life Science and Medical Allied Sciences Departments. It is decided to create the provision in accordance with all necessary instructions of the department of Pollution, Ministry of Health and the State Government.

(viii) Research Lab: It was discussed and decided that the University will update the Research Lab in the Centre of Excellence premises.

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.

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

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