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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**RAYAT BAHRA UNIVERSITY**

**Minutes of 9<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)**

**Minutes of 9<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC), Rayat-Bahra University, held on September 3, 2019 3:00 pm at Vice-Chancellor's Conference Hall.**

The meeting ninth meeting of IQAC in Rayat Bahra University was held on September 3, 2019 3:00 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. International Students's convocation
5. Environmental Audit
6. Rainwater Harvesting
7. STP Plant
8. Mentor-Mentee system
9. Guidance and Counselling
10. Feedback from the Stakeholders

**The following members were present:**

1. Prof. (Dr.) Daljit Singh, Vice-Chancellor	Chairperson
2. Ms. Sahila Bahra, Vice-President (Academics)	Member
3. Mr.V.K Bhatia (Director Finance)	Member
4. Prof. (Dr.) A.C. Vaid, Registrar	Member
5. Prof. (Dr.) C.P. Gandhi, USS	Member
6. Dr. Mehr Manick, USL	Member
7. Prof.(Dr.) M.S Mehta, USS	Member
8. Dr. Kavita Aggarwal, USMS	Coordinator
9. Dr. Navneet Chopra, USED	Member
10. Prof. (Dr.) M.S Mehta, USS	Member
11. Mr. Nihal, B Pharmacy (Student's Nominee)	Member
12. Er. Sandeep Garg, Eco Paryavaran Engineers Pvt. Ltd (Industrialist)	Member

13. Prof.(Dr.) Simerjit Kaur, USS  
14. Dr. Gurfateh Singh, Associate Professor, USPS

Convener  
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 27th May 2019 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.45 crores including receipts and payments by the University with the concurrence and approval of the Board of Management for the financial year 2019-20 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 of Rs.18 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) International Students' convocation**

The Vice-Chancellor informed the members that the 1st International Students' convocation was organized by the University on 19th July 2019. The High Commissioner of Zambia, Judith K.K. was the Chief Guest. The students of seven countries—Nepal, Bhutan, Tanzania, Zambia, Ghana, Nigeria and Afghanistan were awarded degrees at the Convocation.

**5) Environmental Audit**

The members present proposed and decided that the University should adopt a periodical environmental audit to secure the on-Campus environment concerns. They further discussed and decided that the University will install more Solar Panels to reduce the dependence on the

conventional energy and to cut the fossil fuel. It was also decided that the University will upgrade the facility of Biogas plant and renewable energy sources.

#### 6) Rainwater Harvesting

It was discussed and decided that the University will upgrade the existing rainwater harvesting capacity and also develop rain water harvesting pits at the water logging points along with the major drain points to connect with the common drain to direct all rainwater in open area well provision already available to receive and store the rainwater.

#### 7) STP Plant

STP Plant is already operational with the required capacity for the Campus waste. Biodegradable/solid waste/hazardous medical waste/waste management points are already operational to utilize the existing requirement.

#### 8) Mentor-Mentee system

The Vice-Chancellor informed that a mentor-mentee programme has to be rigorously followed during the academic year 2019-23 in order 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.

#### 9) 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.

#### 10) Feedback from the Stakeholders

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

158  
REGISTRAR  
RAYAT-BAHRA UNIVERSITY  
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MOHALL-140104 (PB.)

VICE CHANCELLOR  
RAYAT-BAHRA UNIVERSITY  
VILL. SAHAJURAN, TEH. KHARAR  
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Shivjit Kaur  
Convener  
(IQAC)