

MINUTES OF THE 3RD MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)



CIRCULATED

BY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

**GURU JAMBHESHWAR UNIVERSITY OF
SCIENCE & TECHNOLOGY, HISAR (HARYANA)**

[For further detailed please visit at: <http://gjust.ac.in/naac/naac.htm>]

INTERNAL QUALITY ASSURANCE CELL (IQAC)
GURU JAMBHESHWAR UNIVERSITY OF SCIENCE AND TECHNOLOGY, HISAR (HARYANA)

Approved Minutes of the 3rd Meeting

To

- | | |
|---|-----------------|
| 1. Dr. M L Ranga
Vice-chancellor | In-Chair |
| 2. Prof. L. N. Dahiya
Former PVC, MDU, Rohtak | External Member |
| 3. Sh. R P Jindal
Executive Director, JSL, Hisar | External Member |
| 4. Prof. R. S. Jaglan
Registrar | Internal Member |
| 5. Prof. M.S. Turan
Dean Academic Affairs | Internal Member |
| 6. Prof. Rajesh Malhotra
Proctor | Internal Member |
| 7. Prof. S. C. Kundu
Chief Warden | Internal Member |
| 8. Prof. Kuldip Bansal
Dean Students' Welfare | Internal Member |
| 9. Prof. Dharminder Kumar
Dean of Colleges | Internal Member |
| 10. Prof. B. S. Khatkar
University Librarian | Internal Member |
| 11. Prof. (Mrs) Anubha Kaushik
Dept. of Environment Sc & Engg | Internal Member |
| 12. Prof. B. K. Punia
Dean, Haryana School of Business | Internal Member |
| 13. Sh. R. K. Yadav
Controller of Examinations | Internal Member |
| 14. Sh. B S Kundu
DR(A/C)/Financial Advisor | Internal Member |
| 15. Er. Ashok Ahlawat
Superintendent Engineer | Internal Member |

Dear Sir/Madam,

It is my pleasure to enclose herewith the minutes of the 3rd Meeting of the Internal Quality Assurance Cell of Guru Jambheshwar University of Science & Technology, Hisar held **on 03-10-2012 at 3.30 PM** in the Committee Room of the University. This is for your kind information please.

Dated: 12-11-2012

Sd/-
(Director, IQAC)

Endst

No.....Dated.....

Copy to:

1. *SVC (for kind information of Hon'ble Vice-chancellor) GJUS&T, Hisar for information and necessary action please.*
2. *OSD to Registrar (for kind information of Registrar) GJUS&T, Hisar for information and necessary action please.*
3. *The Deputy Registrar (Academic) for information and necessary action please.*
4. *The Office of IQAC, GJUS&T, Hisar for information and necessary action please.*

INTERNAL QUALITY ASSURANCE CELL (IQAC)

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE AND TECHNOLOGY, HISAR (HARYANA)

The Minutes of the 3rd Meeting of IQAC

The following resolutions (agenda-item-wise) have been made in the 3rd Meeting of IQAC held of 03-10-2012 at 3.30 PM in the Committee Room of the University.

Agenda Item: 01 *To confirm the minutes on 2nd meeting of IQAC and to further initiate the process of setting quality benchmarks for the various academic administrative, research and extension activities of the university.*

Resolution: 01 *Resolved that minutes of 2nd meeting of IQAC be confirmed. Further resolved that following standing committees be constituted, for a period of two years, for suggesting benchmarks for teaching-pedagogies, research-quality standards, administrative-processes and extension-cum-social interface:*

(a) For Benchmarking of Administrative-Processes/Citizen Charter

1.	Prof. M S Turan, HSB	Chairman
2.	Prof. Usha Arora, HSB	Member
3.	Prof. J B Dahiya, Chemistry	Member
4.	Dr. Neeraj Dilbagi, Bio-Nano	Member
5.	Er. Ashok Ahlawat, SE	Member
6.	Dr. S S Dalal, AR(Estt)	Coordinator

(b) For Benchmarking of Students Support Institutional Services

1.	Prof. Nawal Kishore, Physics	Chairman
2.	Prof. D N Mishra, Pharma	Member
3.	Prof. S K Sharma, Pharma	Member
4.	Prof. Narsi Ram Bishnoi, EVS	Member
5.	Prof. Sandeep Arya, ECE	Member
6.	Prof. Vinod Kr Bishnoi, HSB	Coordinator

(c) For Benchmarking of Research-Quality Standards/Publications

1.	Prof. B S Khatkar, FST	Chairman
2.	Prof. Ashok Chaudhary, Nano	Member
3.	Prof. Ved Pal Sheera, HSB	Member
4.	Prof. Ashish Aggarwal, Physics	Member
5.	Dr. Ambrish Pandey, Printing Tech	Member
6.	Dr. Vinod Kumar Garg, EVS	Coordinator

(d) For Benchmarking of Modern Teaching-Pedagogies/Practices

1.	Prof. S C Kundu, HSB	Chairman
2.	Prof. Devinder Kumar, Chemistry	Member
3.	Prof. R Bhaskar, EVS	Member
4.	Prof. Sunita Rani, Maths	Member
5.	Prof. Sanjeev Kumar, HSB	Member
6.	Prof. H C Garg, Mechanical	Coordinator

(e) For Benchmarking of Extension-Cum-Social Interface Activities

1.	Prof. R K Gupta, Chemistry	Chairman
2.	Prof. Sujata Aggarwal, Physics	Member
3.	Prof. N K Bishnoi, HSB	Member
4.	Prof. Promoda Kr Jena, CMT	Member
5.	Dr. S S Joshi, Dy Librarian	Member
6.	Dr. Sandeep Rana, Psychology	Coordinator

Further resolved that all above committees be requested to at least submit their respective first interim-report within three months for consideration of IQAC in its next meeting.

Agenda Item: 02 To work out the mechanism for ensuring timely, efficient and periodic-progressive performance of academic, administrative, research and extension activities on regular basis.

Resolution: 02 Resolved that internal assessment on the pattern of NAAC be approved and a standing committee be constituted, for a period of two years, for the purpose:

1.	Prof. Anubha Kaushik, EVS	Chairman
2.	Prof. Harbhajan Bansal, HSB	Member
3.	Prof. B K Punia, HSB	Member
4.	Prof. Sneha Lata Goyal, Physics	Member
5.	Prof. D C Bhatt, Pharma	Member
6.	Prof. Yogesh Chaba, CSE	Member
7.	Prof. Alka Sharma, FST	Member
8.	Dr. Ravish Garg, BME	Member
9.	External Expert (Sc & Tech)	Member
10.	External Expert (Social Sciences)	Member
11.	Prof. Karam Pal Narwal, Director, IQAC	Coordinator

Further resolved that the above committee be requested to submit its final report before 30th June 2013 for consideration of IQAC and University Authorities for remedial action, if any.

Agenda Item: 03 To devise the process of dissemination of all relevant information to all stakeholders for sensitizing them on the various quality parameters of higher & technical education.

Resolution: 03 Resolved that University's Website be updated quarterly on a standardized pattern of information and further resolved that it be made mandatory for Chairperson/Branch Officers to supply information to Head, UCIC on quarterly basis. For standardized information pattern and its format, a standing committee of the following be constituted for the purpose:

1.	Prof. Dharminder Kumar, CSE	Chairman
2.	Prof. Devender Mohan, Physics	Member
3.	Prof. Mahesh Chand Garg, HSB	Member
4.	Prof. S K Singh, Pharma	Member
5.	Dr. Umesh Arya, ADPR	Member
6.	Dr. Vikram Kaushik, CMT	Member
7.	Sh. Mukesh Kumar, Head, UCIC	Coordinator

Further resolved that the above committee be requested to at least submit their first interim-report within three months for consideration of IQAC in its next meeting.

Agenda Item: 04 To decide the mode of ensuring the credibility of teaching, learning, evaluation examination procedures through regular but internal academic, administrative and physical audits on annual basis.

Resolution: 04 Resolved that committees constituted in resolution no 1 be given this responsibility in respective domains. Further resolved that physical audit be carried out independently as per practice already in place.

Agenda Item: 05 To consider and approve the Annual Quality Assurance Report (AQAR) for the academic years 2009-10, 2010-11 and 2011-12, which are to be submitted to NAAC based on the quality parameters.

Resolution: 05 Resolved that Annual Quality Assurance Reports (AQAR) for academic years 2009-10, 2010-11 and 2011-12 be approved and Director, IQAC be authorized to submit the same to NAAC, Bangalore, at the earliest, on incorporation of necessary suggestions.

Agenda Item: 06 To discuss the feedback of NAAC on Annual Quality Assurance Report (AQAR) for suggesting further necessary action required for various quality parameters of higher and technical education.

Resolution: 06 *Resolved that feedback and oral observations of NAAC received by Director, IQAC in a recent Workshop at NAAC, Bangalore be given utmost institutional attention and for that purpose IQAC be strengthened as per the underlying academic spirit of NAAC, Bangalore.*

Agenda Item: 07 To further explore the possibilities of research sharing and networking with other institutions in India and abroad.

Resolution: 07 *Resolved that formal process be initiated to establish a separate ‘Directorate of Research’ in the University for consolidating the ‘Research and Development’ activities on the campus. Further resolved that the core team of directorate of research may consist of one Director (Sr. Professor), two Deputy Directors (Professor/Associate Professors) and the Finance Officer of the university. The Director-IQAC be authorized to immediately take up the matter with university authorities for further necessary steps required in this connection.*

Agenda Item: 08 To consider and approve the proposal of one day workshop/seminars on quality related themes and promotion of academic quality related activities of the university during academic year 2012-13.

Resolution: 08 *Resolved that the proposal to organize a National Workshop on ‘Emerging Trends in Quality Education: The Road Ahead’ be approved in-principle. For this purpose, the Director, IQAC may preferably explore the possibility of financial assistance from NAAC otherwise the university authorities be requested to provide necessary financial assistance required for the purpose during the current session.*

Agenda Item: 09 To devise the mechanism for the wider publicity, timely promotion and aggressive-cum-competitive marketing of university’s academic and

research strengths to all stakeholders' especially potential scholars and students.

Resolution: 09 *Resolved that the proposal be agreed in-principle and a standing committee be constituted, for a period of two years, for the purpose:*

1.	Prof. Kuldeep Bansal, Maths	Chairman
2.	Prof. Manoj Dayal, CMT	Member
3.	Prof. Praveen Sharma, EVS	Member
4.	Prof. N S Malik, HSB	Member
5.	Dr. Bandana Pandey, ADPR	Member
6.	Dr. Rajesh Lohchab, EVS	Member
7.	Dr. Rajesh Punia, Physics	Member
8.	Sh. B S Dahiya, PRO	Coordinator

Further resolved that the above committee be requested to at least submit their first interim-report within three months for consideration of IQAC in its next meeting.

Agenda Item: 10: Any other item with the permission of chair.

- Resolution: 10**
- (a) Both the External Experts present in the IQAC meeting emphasized upon global competence and ethical standards and suggested that at least the Chairman and Coordinator of different committees be exposed to the best institutions in the country before they proceed further so that appropriate benchmarking may be done for this two time 'Grade-A' technical university. The house completely agreed with these observations and resolved to take all necessary actions required in this regard.*
- (b) The Vice-chancellor (Chairman-IQAC) concluded the meeting with following capitulations:*
- (i) All members of IQAC be requested to send their timely suggestions to Director-IQAC as and when they deem it necessary for the overall quality enhancement on the campus of this 'Grade-A' State Technical University.*
 - (ii) The IQAC be strengthened with necessary manpower and physical infrastructure as per the underlying spirit of NAAC.*
 - (iii) Chairpersons/Branch Officers be held personally responsible for timely dissemination all relevant information as and when required by IQAC and UCIC. It was specially emphasized that the university's website is a window to outside world and the same be updated quarterly and consistently.*

- (iv) *The teaching fraternity of the university be motivated and trained to remain quality conscious while delivering in terms of modern and students friendly teaching-practices, high quality research publications and consultancy and extension activities for better social-institutional interface.*
- (v) *For the smooth working of all resolved activities of IQAC, the Vice-chancellor (Chairman-IQAC) be authorized to replace/add one/two members in all above committees as necessitated in changing circumstances. However, the external experts shall be nominated by Vice-chancellor on the request of Director-IQAC for the purpose. Further, the coordinator of the committee concerned shall initiate the process of meetings in consultation with Chairman of the respective Committee.*

The meeting ended with a vote of thanks to Chair.

Sd/-
(Prof. Karam Pal Narwal)
Director, IQAC