

# Pt. Ravishankar Shukla University

## INTERNAL QUALITY ASSURANCE CELL

### Minutes of the meeting of IQAC 29 June 2020.

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 29 June 2020 at 12:00 PM in the Vice-Chancellor's office.

Following Members were present

S. No.	Name	Status	Designation and Address
1.	Prof. Keshari Lal Verma	Chairperson	<b>Vice-Chancellor</b> , Pt. Ravishankar Shukla University, Raipur
2.	Prof. Girish Kant Pandey	Member	<b>Registrar</b> , Pt. Ravishankar Shukla University, Raipur
3.	Prof. A.K. Gupta	Member	<b>Director</b> , College Development Council & Professor, School of Studies in Life Science, Pt. Ravishankar Shukla University, Raipur
4.	Prof. K. K. Ghosh	Member	<b>Director</b> , Centre for Basic Science & <b>Professor</b> , School of Studies in Chemistry, Pt. Ravishankar Shukla University, Raipur
5.	Dr. S. Sengupta	Member	<b>Librarian</b> , Pt. Sundarlal Sharma Library, Pt. Ravishankar Shukla University, Raipur
6.	Prof. R. Venugopal	Member	<b>Director</b> , Centre for Women Studies, Pt. Ravishankar Shukla University, Raipur
7.	Prof. Mitashree Mitra	Member	<b>Professor</b> , School of Studies in Anthropology, Pt. Ravishankar Shukla University, Raipur
8.	Prof. Maya Verma	Member	<b>Professor</b> , School of Studies in Library & Information Science, Pt. Ravishankar Shukla University, Raipur
9.	Prof. A. Parganiha	Member	<b>Professor</b> , School of Studies in Life Science, PTRSSU, Raipur
10.	Dr. S. J. Daharwal	Member	<b>Dy. Reg. (in charge)</b> Academic Department, Pt. Ravishankar Shukla University, Raipur
11.	Prof. Promila Singh	Member	<b>Member of Executive Council</b> , Pt. Ravishankar Shukla University, Raipur
12.	Prof. Shailendra Saraf	Director	<b>Professor</b> , University Institute of Pharmacy, Pt. Ravishankar Shukla University, Raipur

The meeting of Internal Quality Assurance Cell (IQAC) started with the welcome of the chair and he appealed to all the members to initiate all-round efforts for the next accreditation cycle scheduled in the last quarter of 2021.

The following business was transacted.

#### 1. Reporting of Activities of IQAC

The director of IQAC appraised various activities & initiatives and the same was put on record.

## **2. Discussion on the Report of Internal Quality Audit of Academic Units of the University.**

The internal audit report of the academic unit – Schools/Institutes, was presented by the Director and discussed in detail. Honourable Vice-Chancellor showed his willingness to visit all the department in order to expedite the work and initiate new activities.

## **3. Discussion on the Report of Internal Quality Audit of Administrative Units of the University.**

The internal audit report of administrative units was presented by the Director. It was discussed in detail and decided that the university will take a note of the recommendation and necessary steps will be initiated.

## **4. Reporting other initiatives**

### **I. NIRF Ranking**

The NIRF 2020 report was presented by the director and the members congratulated Honourable Vice-Chancellor for this achievement and appreciated the contribution of committee members.

### **II. Progress of AQAR Submission**

It was informed that AQAR will be submitted within the July 2020 and the same committee will continue for the next year. The efforts will be initiated for the timely submission of next AQAR and if required the previous AQAR will also be submitted online.

The members appreciated the work of AQAR committee.

### **III. Initiatives on SSR Preparation**

The SSR committee is constituted and will be functional by July 2020 to commence the preparation of SSR for the next cycle.

## **5. Consideration for the Constitution of Committees and Cells**

It was unanimously decided to constitute following committees at the university level.

### **I. Constitution of Core Committee**

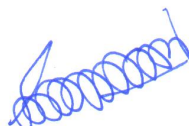
The committee will be constituted with the nomination of Chairman & Members by the Honourable Vice-Chancellor. The committee will supervise the preparation of SSR and onsite visit of NAAC Peer Team committee.

### **II. Constitution of Research Promotion Cell**

It was agreed to constitute a cell to promote research, collaboration and consultancy in the University. The committee will suggest the ways and means to create an ecosystem for invention and innovation. Further, the committee will finalize the mechanism for the following activities.

- a. Research incentive scheme
- b. The mechanism for capacity building for project writing
- c. Capacity building for research paper writing & submission

## **6. Review of Previous Initiatives**



- i. *Constitution of Committee for the Review of CBCS*
- ii. *Constitution of Committee for Implementation of the Outcome-Based Learning and Blended Learning.*
- iii. *Constitution of Committee to develop a mechanism to quantify the revision in the syllabus*
- iv. *Constitution of Committee for the review of Examinations and Reforms*
- v. *University-Industry Partnership*

## 7. Sensitization of Different Units and Submission of Information

The members of IQAC resolved that different cells and centres, constituted by the University will be sensitized to organize various activities assigned to them and submit the report to the University.

- i. *Vision Committee*
- ii. *Research and Consultancy*
- iii. *Alumni Association*
- iv. *MoU's and Collaboration*
- v. *Training and Placement cell*
- vi. *Feedback Cell*
- vii. *Maintenance and development of infrastructure*
- viii. *Renewable energy and green audit Cell*
- ix. *Incubation Centre*

## 8. Discussions on Action taken on recommendations of NAAC peer team

The Peer team report of NAAC was discussed and it was decided that the university will initiate efforts to implement all the recommendation of NAAC Peer Team Committee.

## 9. Discussions for the recommendations

The IQAC recommended a few quality enhancement initiatives at i. University; ii. Institute/ SoS; iii. faculty level.

### I. University

#### a. Vision & Mission Statement

It was decided that the Vision Committee would review and redraft the Vision and Mission statement as per the contemporary needs.

#### b. Action Plan

Based on the recommendation of the vision committee the action plan will be prepared at the university level.

#### c. Recruitment of Faculty

The University will initiate the recruitment process of the faculty members.

#### d. Recruitment of Non-Teaching Staff

The University will initiate the recruitment process of the non-teaching staff of the University

#### e. New Departments/Schools/Centres

The University will start the process for the establishment of new schools and Institutions in accordance with statutory provisions of the University

#### f. New Courses

New courses will be started in different schools & Institute with the required statutory approvals of the University.

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**g. Centralized Data Management System**

The University will establish a centralized data management system by constituting a Data Management Cell in the University.

**h. Incubation Cell**

The University will establish an incubation cell in the University in order to translate the ideas into reality.

**i. Quality Enhancement of Research and Collaborative Research**

Adequate effort shall be made for quality enhancement & collaborative research.

**j. Special coaching for competition examination**

The coaching centre shall be directed to submit a proposal in this regard.

**k. Infrastructural Development**

The University will prepare a consolidated infrastructure development plan

**l. Smart Class Rooms**

The University is in the process to procure smart boards to all the School and Institutes of the University.

**II. Faculty**

Honourable Vice-Chancellor will sensitize all the faculty members and begin appropriate efforts for the capacity building of staff.

The Proposed Ready Reckoner will be circulated amongst the faculty members which will help them to plan their activities well in advance.

**III. SoS/ Institutes**

**a) Information brochure and projection of the SoS**

The SoS and Institutes shall prepare their information brochures stating future plans.


**b) Infrastructure Maintenance and further development**

The school shall be required to submit the requirements for maintenance and further development of infrastructure.

**c) Procurement, Maintenance and Utilization of Instrumental facilities**

The action plan will be prepared by the schools and submitted to University for the procurement, maintenance and utilization of instrumental facilities.

Dr. G. K. Pandey, Registrar presented the vote of thanks to the Chair and the members. The meeting concluded with the permission of the Chair.

  
7/7/2020  
Director  
IQAC, PRSU, Raipur  
Pt. Ravishankar Shukla University  
Raipur - 492010