



Vidya Niketan of Excellence

(U/S 2(f) of the UGC Act 1956)

**DESH BHAGAT UNIVERSITY, MANDI
GOBINDGARH**

(A Centre of Innovation Research & Entrepreneurship)

Ref.No.DBU/IQAC/INT/15-11

Dated: 06/02/2015

Minutes of IQAC Meeting held on 06/02/2015

Meeting of Internal Quality Assurance Cell (IQAC) held on 06/02/2015 at 10:30 a.m. in Chanakya conference hall of Desh Bhagat University, Mandi Gobindgarh.

Following members were present during the meeting.

| Sr. No. | Name of the Member | Designation | In Chair |
|---|---|---|-----------------|
| 1 | Dr. Shalini Gupta – Chairperson | Vice Chancellor | Chairperson |
| 2 | Dr. Ramandeep Kaur | Director, Faculty of Nursing | Member |
| 3 | Dr. Jatinder Tyagi | Principal, Faculty of Ayurveda & Research | Member |
| 4 | Dr. H K Sidhu | Assistant Registrar, Research | Member |
| 5 | Dr. G.S. Ghotra | Professor, Faculty of Business Management, Commerce & Economics | Member |
| 6 | Dr. Rajni Saluja | Assistant Professor, Faculty of Business Management, Commerce & Economics | Member |
| 7 | Mr. Rajan Manro | Assistant Professor, Faculty of Computer Science and Application | Member |
| 8 | Dr. HarmanjotKaur | Assistant Professor, Faculty of Hotel Management | Member |
| Three External Experts on Quality Management(Industry/Local Community) | | | |
| 9 | Dr. Jatinder Garg External Expert-Education | Registrar, Guru Ravi Das University, Hoshiarpur | External Member |
| 10 | Mr. Kewal Krishan Garg External Expert-Local | Sr. Advocate, Amlah | External Member |
| 11 | Mr. Birinderjeet Singh | Retd. Chief engineer, Punjab | External Member |

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|-----------------------------------|---------------------------|-------------------------|------------------|
| | External Expert- Industry | Pollution Control Board | |
| Coordinator IQAC/Member Secretary | | | |
| 12 | Dr. Rajesh Goyal | Director Academics | Coordinator IQAC |
| 13 | Ms. Dimple Sharma | Assistant Registrar | Member Secretary |

In the beginning of the meeting the Chairman of the IQAC welcomed all the members. The IQAC members expressed their highly appreciation and satisfaction about the courses and activities of the various Departments of the university. After that the IQAC discussed and resolved the following items:

1. **Item No. IQAC/01:** To confirm the Minutes of the 7th IQAC meeting held on 10th April, 2015 in the Chanakya Conference Hall, Desh Bhagat University, Mandi Gobindgarh.

Resolution: Minutes were approved and confirmed.

2. **Item No. IQAC/02:** Action taken on the Minutes

Action taken report of the 7th IQAC meeting held on 10th April, 2015 in the Chanakya Conference Hall, Desh Bhagat University, Mandi Gobindgarh.

| S.No. | Recommendation given by IQAC Committee | Action Taken for Implementation & Outcomes |
|-------|---|---|
| 1 | ERP system for both academic and non-academic activities. | The IT head informed the house that work is near about completion. The detail of Faculty/Staff/Student already uploaded on ERP. Syllabus, Attendance Leave record system and other related detail can be seen through ERP portal. |
| 2 | Extra classes for Mathematics-3 and Discrete structure. | Director, Faculty of engineering informed the house that all necessary arrangements has been done and instructions were already given to all departments that extra classes of required subjects should be scheduled timely. |
| 3 | Program wise examination board created for all program to examine the examination pattern including the quality of question paper, evaluation answer sheets and laboratory examination. | Director Academic informed the house that program wise examination board already has to be formed for smooth functioning of examination system in the university. All examination board may have direct liasioning with COE of the university. |
| 4 | Introduce innovation and entrepreneurship classes for final year students. | Director Innovation and Entrepreneurship Development Cell informed the house that all Heads of schools were working on the same. The subjects related to entrepreneurship were added in the curriculum or special seminars also arranged for the final year students. |
| 5 | Board of study for next academic session | Director Academic informed the house that BOS for next year has been prepared. Suggestions made by all stakeholders were considered while preparing the BOS. |

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| 6 | Preparations for New session | Chairman informed the house that all arrangements for new session need to be completed for the smooth functioning of upcoming session and beginning of new session as per the schedule of academic calendar. |
| 7 | Examination | COE informed the house that all exams were conducted smoothly and evaluation of papers was almost completed and results will be declared well in time positively. |
| 8 | Admission | Admission cell Incharge informed the house that all admissions were done on compliance with norms and procedures laid down by regulatory bodies. |

3. Item No. IQAC/03: Emphasis on research publication in SCI journals.

The Chairperson and all members agreed on the proposal of Dean Research regarding emphasis on university research publications in SCI journals. All faculty and research scholars should publish their research papers in SCI journals.

4. Item No. IQAC/04: Expose to all students at UG level to research activity and interest.

The chairman suggested that the research exposure must be given to students at UG level so that in higher education student have some idea about research. All members agreed and decided that all senior faculty members and HODs should ensure that research related classes should be engaged so that student learns an idea of research.

5. Item No. IQAC/05: Checking of plagiarism in Research work and Publications.

Chairman suggested that Dean Research should ensure that any research work done in the university should be checked through plagiarism software so that research has to be recognized globally. All members had the same opinion and decided that Dean Research with the help of all Deans of schools ensures the same.

6. Item No. IQAC/06: Focus on Mentor Mentee procedure.

The chairman and all members was of the opinion that more focus should given on Mentor Mentee concept to develop cordial relation between faculty and students, which in help in holistic development of students. All heads to ensure the adherence to mentor mentee procedure.

7. Item No. IQAC/07: To focus on Improving Teaching learning skills of the faculties and staff.

The chairman raised the point of activities for teaching learning enhancement. All the Deans/HOD's decided to plan and conduct faculty development programs for their respective faculties.

8. Item No. IQAC/08: To enhance the Research culture activities.

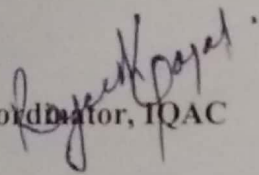
Chairman and all members proposed to conduct workshops on IPR. It is decided to file the Patents in the coming academic session. The faculty members must be encouraged to seek out consultancy projects and funding from various research agencies for the support of research activities and also for publications of research articles in reputed journals.

9. Item No. IQAC/09: International and National accreditations.

Chairman asked the members to work upon national and international accreditation agencies and chalk out a plan to receive more accreditations to pose the name of university among the top educational institutions globally.

The meeting ended with a vote of thanks to the chair.

The next meeting will be held on 11/05/2015.


Coordinator, IQAC