

HEMVATI NANDAN BAHUGUNA GARHWAL UNIVERSITY
(A CENTRAL UNIVERSITY)
SRINAGAR (GARHWAL) - 246 174 UTTARAKHAND

Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held ONLINE on 12.12.2020 at 3:00 PM on ZOOM platform.

The following members were present:

1. Prof. Annpurna Nautiyal, Vice-Chancellor, Chairperson
2. Prof. Rekha Pande, University of Hyderabad, External Expert
3. Prof. D.K. Nauriyal, IIT Roorkee, Member Executive Council
4. Dr. Sayed Ahmed Farooq, Himalaya Drug Company, Member (Industry)
5. Prof. S.C. Bagri, Centre for Mountain Tourism & Hospitality Studies, Member
6. Prof. R.C. Dangwal, Department of Commerce, Member
7. Prof. Vineet Ghildial, Department of Sanskrit, Member
8. Prof. M.M. Semwal, Department of Political Science, Member
9. Prof. M.C. Nautiyal, Coordinator, Research & Consultancy Coordination Cell, Special Invitee
10. Prof. Deepak Kumar, Department of English, Member
11. Prof. N.S. Panwar, Registrar, Member
12. Prof. R.C. Bhatt, Controller of Examinations, Member
13. Dr. A.K. Mohanty, Finance Officer, Member
14. Prof. R.S. Negi, Director, BGR Campus Pauri, Member
15. Prof. A.A. Bourai, Director, SRT Campus Tehri, Member
16. Prof. P.S. Rana, Dean Students' Welfare, Member
17. Prof. Arun Bahuguna, Proctor, Member
18. Dr. Vijay Jyoti Kumar, Department of Pharmaceutical Sciences, Member
19. Dr. Arvind Gajakosh, Department of Business Management, Member
20. Dr. M.S. Rana, Librarian, Member
21. Dr. S.S. Bisht, Director, Physical Education, Member
22. Shri V.N. Bahuguna, Executive Engineer, Member
23. Prof. O.P. Gusain, Director & Member Secretary

Prof. Chintamani Mahapatra, Shri Ragubir Lal, Prof. O.P. Kandari and Sri Mahendra Kunwar could not attend the meeting.

At the outset Prof. O.P. Gusain, Director, IQAC welcomed Hon'ble Vice-Chancellor and the members of the IQAC to the online meeting. He also introduced and welcomed the new member, Prof. D.K. Nauriyal of Department of Humanities, IIT Roorkee and former Vice-Chancellor of Kumaun University, Nainital. Prof. Nauriyal is the Executive Council representative in the IQAC. In her opening remarks, Prof. Annpurna Nautiyal, Vice-Chancellor, HNB Garhwal University welcomed the members and applauded the efforts of the University fraternity for successfully completing the first ever online Convocation on 1st December, 2020. She also informed the members of the various activities done so far by the University in the COVID times.

SPY.

Thereafter, Director IQAC, Prof. O.P. Gusain presented the agenda items point wise for discussion and approval.

SECTION-I

1.01: To confirm the minutes of the meeting of the IQAC held on 24th September 2019.

Confirmed

1.02: To consider the Action Taken Report on the recommendations of the meeting of the IQAC held on 24th September 2019.

- i. IQAC has to ensure Academic and Administrative Audit (AAA) of the University.

In order to undertake Academic and Administrative Audit (AAA), Director IQAC consulted with persons with experience in the field for an external expert who is a NAAC accessor and would be helpful in guiding us besides fulfilling the task as chairperson of the AAA committee. Finally after considering factors like availability of the expert, end semester exam schedule of the university etc., it was planned to take up the exercise in March 2020. However, before we could come up with details of the exercise, the proceedings were kept in abeyance due to the COVID-19 pandemic.

Prof. Rekha Pande suggested that parts of Academic and Administrative Audit (AAA) that can be done online can be initiated, and a person may be appointed to coordinate the exercise. Dr. S.A. Farooq suggested that efforts should be made to obtain online feedback from the parents and students. Also, Prof. Nauriyal suggested that efforts should be made to obtain feedback from UG students. Prof. Annpurna Nautiyal, Vice-Chancellor suggested to reconstitute the existing AAA committee.

Action: HoDs; Director IQAC

- ii. To strengthen the Special Cells & Centres

Proper space has been allocated to all the Cells and Centres vide Office Order No. HNBGU/RO/2020/583 Dated: 04.01.2020 (Annexure II-A). However, it has not been executed on ground so far. Also, none of the Cells/ Centres submitted the schedule of programmes to be conducted by them during the session 2019-20.

Director IQAC informed that the Cells/ Centres could not be shifted to the allotted space as the campus is closed since March due to Covid-19 pandemic. He also told that Shri M.P. Dobhal, Assistant Engineer has confirmed that the space allotted to cells/centres is in the Students Activity Centre and earlier, in June this year, a part of this building was taken over by the District Administration to create COVID facility. The same is still not handed back to the University. Hon'ble Vice-Chancellor directed the Registrar to contact the district administration in this regard. She further suggested that regular online meetings with the Coordinators of the Special

694.

Cells and Centres should be conducted for ensuring better performance by them.

Action: Registrar; Coordinators (Cells/Centres)

- iii. ICT policy of the University may be defined.

A committee was constituted at the level of Dean, School of Engineering & Technology under the Chairmanship of Prof. N.S. Panwar. The Draft of the policy document has been submitted for the approval of competent authority.

Noted

- iv. Need of a Counselling system with a Psychologist in the University was acknowledged, so as to provide regular counselling services to the students especially in the Hostels by taking the services of the faculty members of Psychology department.

To facilitate and monitor the mental health and wellbeing of the students a committee was constituted vide Notification No. HNBGU/RO/2020/30 Dated 07.04.2020.

Prof. Nauriyal suggested availing the services of Clinical Psychologist/ Psychiatrist in the Committee along with the faculty members of Psychology department. Hon'ble Vice-Chancellor said that the 'Mental Health and Wellbeing Committee' of the University has a trained psychological counselor, and appointing a medico will be subject to availability of funds. Moreover, the University is finding it difficult to appoint a part-time doctor.

- v. A database of the students enrolled during the session should be created from the 'Student Summary Form' for ready retrieval. The Dean offices should be given data entry operators for the same.

In the beginning of the academic session 2019-20, the IQAC had asked the Dean/ HoDs to keep the 'Student Summary Form' ready for finalizing the list of enrolled students. However, considering the fact that no further progress could be made in this regard, the IQAC secured the examinations database of the students enrolled in the odd semester. The data was incomplete in many aspects considering the requirement for Student Satisfaction Survey (SSS) of NAAC. The student data was further segregated class wise and subject wise for all the three campuses. Thereafter, printed lists were distributed to the concerned departments to complete/ update the details particularly the email ids and mobile numbers of students. Many departments were able to do the needful; however, the work remains incomplete as the campuses were closed in March this year due to COVID-19 pandemic.

Noted

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- vi. The Registrar was directed to do the needful for implementation of the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.

All the departments were directed to set up the Departmental Academic Integrity Panel (DAIP) vide Office Order No. Academic/ 2020/ 57 Dated 12.02.2020 (Annexure II-D). Also, the Institutional Academic Integrity Panel (IAIP) at the University level has been notified).

In the month October 2019, the Central Library of the University uploaded some Ph.D. theses to the Shodhganga portal. However, the process took five to six months to accept and display the uploaded theses. Now INFLIBNET has changed the format of submission for which a lot of technical inputs are required. Due to paucity of such staff, it will take some time to get them trained for desired format.

For purchase of Turnitin software, the financial approval is awaited. The Central Library has recently purchased a 'heavy duty scanner' for digitization of old theses.

Hon'ble Vice Chancellor directed the Registrar to ensure approval for purchase of 'Turnitin' software at the earliest.

Action: Registrar

- 3.05: To obtain suggestions for 3rd Cycle NAAC accreditation preparation.

During the last session, a few of the departments could add value-added course/skill enhancement courses in their curricula namely, M.Sc. Seed Science & Technology (Tree Seed Technology; Advances in Seed Science Research); B.A. Home Science (First Aid, Clothing Construction, Textiles Design & Craft); B.A. Sanskrit (Indian Architecture System, Indian Theatre, Yogasutra of Patanjali); and B.Sc. Chemistry (Cosmetics and Perfumes).

The University, under the merged scheme, extends financial support to the departments for conducting events, and faculty members for attending conferences and seminars. In addition to this, the University has ear marked grant for research promotion activities from this session onwards through its Research and Consultancy Coordination (RCC) Cell.

The RCC Cell was set up in 2018 for promotion of research related activities in the University. The cell has initiated various schemes for 2020-2021 (Annexure II-G). These include:

- (i) Support to organize National/ International Seminars/ Conference/ Workshop*
- (ii) Support for organizing Invited Lectures by eminent Academicians/ Researchers/ Personalities*
- (iii) Annual Research Awards for faculty members and researchers*
- (iv) Minor Research Projects for PG and UG students*
- (v) Minor Research Projects for Faculty members*
- (vi) Support for Article Processing Charges (APC) for publications*
- (vii) Partial support for filing Patents*

6/11

Prof. Nauriyal suggested that for filing the patents faculty should be fully supported as the fee is too high to be borne by an individual. Hon'ble Vice-Chancellor pointed out that the fund for all the schemes of RCC cell has been created from the overhead grants of the sponsored projects and consultancies undertaken by the faculty members. Considering that the amount is not very big it has been allocated for these schemes accordingly.

Also, Prof. Nauriyal suggested renaming the RCC Cell as Sponsored Research and Consultancy Coordination Cell. Hon'ble Vice-Chancellor though appreciated the suggestion, however stated that the nomenclature 'Research and Consultancy Coordination (RCC) Cell has been approved by the statutory bodies of the University and the same has also been communicated to the ministry.

SECTION-2 (Activities Undertaken)

- 2.01: To apprise the members of the tasks undertaken by IQAC during last one year.

Noted

Prof. O.P. Gusain informed the members of the various initiatives/tasks undertaken by the IQAC during last one year. Dr. Farooq and other external members congratulated the Vice-Chancellor for the appreciable performance of the University (5th place) among 40 Central Universities in achieving the targets under the tri-partite MoU (2019-20). Hon'ble Vice-Chancellor stated the relevance and importance of a functional IQAC in the University and expressed the hope that the suggestions by the members would further enhance the outcomes on various quality parameters.

SECTION-3 (Quality Assurance)

- 3.01: To obtain feedback of the teachers on "Curriculum design & development" a questionnaire was generated.

Noted

- 3.02: Journal Clubs for Research Scholars established in 13 departments.

Noted

- 3.03: The Annual Quality Assurance Report (AQAR) 2019-20 is under preparation for online submission to NAAC.

Noted

- 3.04: Strengthening of the IQAC Task Groups.

Prof. Annpurna Nautiyal, Vice Chancellor said that online meeting with the IQAC Tasks groups should be conducted on a regular basis.

Action: Conveners of Task Groups; Director IQAC

SPY

3.05: To obtain suggestions for 3rd Cycle NAAC assessment.

Director IQAC informed the members that the University has to apply for the 3rd Cycle NAAC accreditation as its 2nd Cycle accreditation is valid up to 28th March 2021. He further informed that as per the NAAC notification dated 10th July 2020, in view of the pandemic *"institutions will be permitted to make the submissions as and when they complete the academic year"* and *"NAAC shall extend the time for submitting the data including the academic year 2019-20 within three months from the Government/University notification to resume normal academic activities by the HEP"*. Prof. Gusain also informed that although the IQAC had begun its preparations by conducting meetings with HoDs and other concerned to familiarize them with the revised data metrics, however, the progress of data collection was halted due to COVID-19 pandemic situation. The IQAC once again asserted to activate the departments to provide the required information. The inputs obtained after compilation have been forwarded to the Task Groups constituted for the preparation of SSR. He sought suggestions from the members on how to proceed especially when the preparation of SSR is far from being complete.

The members expressed their views and suggested that the University should take appropriate decision after consultation with the officials and Task Groups. Hon'ble Vice-Chancellor agreed to this and expressed that we must be prepared for timely submission of the SSR.

While discussing the areas that are necessary for NAAC assessment, Prof. Rekha Pande suggested that provisions should be made by creating facilities for the differently abled students, and funds for the same can be availed from the various schemes of Central Govt. Hon'ble Vice-Chancellor informed the house of the efforts being made by the University in this regard, like construction of lifts, ramps, toilets etc. in the building.

Prof. Rekha Pandey also suggested the need for Outcome Based Education and assistance of external expert can be taken to guide the faculty the needful. Hon'ble Vice-Chancellor was appreciative of the suggestion and instructed the Director IQAC to make a schedule for the same.

Action: Director, IQAC; Conveners of Task Groups; HoDs

SECTION-4

Any other item with the permission of the Chair.

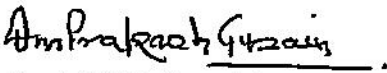
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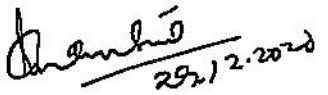
Thereafter, Director IQAC acknowledged the contributions by the IQAC members, namely Prof. Nain Singh, HP University, Shimla whose term as member of Executive Council was completed; Prof. D. S. Negi and Prof. P.K. Joshi, faculty of the University, who superannuated during the year.

894

In her concluding remarks, Hon'ble Vice-Chancellor commended the efforts of Prof. O.P. Gusain and emphasized the importance of collective effort by one and all of the University in achieving higher NAAC grade. She also thanked all the members for attending the meeting, and providing their valuable inputs.

The meeting concluded with vote of thanks to the Chair.


Prof. (O.P. Gusain)
Member Secretary


Prof. (Annpurna Nautiyal)
(Chairperson)

Dated: 29.12.2020