

PROCEEDINGS OF THE SECOND MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD ON 9TH NOVEMBER, 2016 AT 2:30 PM IN THE CONFERENCE ROOM OF THE OFFICE OF THE VICE CHANCELLOR UNDER THE CHAIRMANSHIP OF VICE CHANCELLOR

Meeting of the IQAC was held on 09th November, 2016 under the Chairmanship of the Vice Chancellor. The following members were present:

1. Prof P K Khosla, Vice Chancellor
2. Prof Atul Khosla, Pro Vice Chancellor
3. Mrs Saroj Khosla, President Foundation
4. Mr Vishal Anand, CFO
5. Dr R C Mahajan, Professor PGI, Chandigarh
6. Dr Neeraj Mahindroo, Dean Faculty of Pharmaceutical Sciences
7. Prof Arvind Nanda, Director General
8. Dr Anuradha Sourirajan, Dean Faculty of Biotechnology
9. Mr Parveen Vashist, Dean UG and Chief Knowledge Officer
10. Prof Ramanand Chauhan, Controller of Examinations
11. Ms Manjul, Student PhD Botany
12. Dr Sunil Puri, Dean Academic Affairs

At the very outset the Vice Chancellor welcomed the members of the IQAC, specially Dr R.C.Mahajan. In his welcome address the Vice Chancellor emphasized that India has the third largest Higher Education system in the World but is nowhere when it comes to the quality education. In order to improve the quality of Indian education system every higher learning institute should have IQAC. It was also emphasized by the Chairperson that in order to improve the quality in the Shoolini University system, the Hon'ble members are the think tank of the University and their inputs are required not only in terms of academics but also in Research co-curricular activities etc. He emphasized the members to keep in view the mission and vision of the University which is to impart education and develop leadership qualities to needy students. Thereafter he requested Dean, Academic Affairs to put before the Hon'ble Members the Vision, Mission and framework of IQAC as enumerated by the NAAC.

The Dean Academic Affairs, Members Secretary presented the vision, mission and value framework as given in the NAAC, which is as follows :

Vision :

To make quality the defining element of higher education through a combination of self and external quality evaluation, promotion and sustenance initiatives

Mission:

- To arrange for periodic assessment and accreditation of Shoolini University for specific academic programmes and projects;
- To Stimulate the academic environment for promotion of quality of teaching-learning and research;
- To encourage self-evaluation, accountability, autonomy and innovations in higher education;

- To Undertake quality-related research studies, consultancy and training programmes, &
- To collaborate with other stakeholders of higher education and research for quality evaluation, promotion and sustenance.

Value Framework:

To promote the following core values in Shoolini University:

- Contributing to National Development
- Fostering Global Competencies among Students
- Including a value System among Students
- Promoting the Use of Technology
- Quest for Excellence

After the presentation by Dean Academic Affairs, the Hon'ble Vice Chancellor re-emphasized the importance of IQAC in Shoolini University and informed the House that since most of the time he is busy in other activities of the University and proposed that Prof Atul Khosla, Pro Vice Chancellor should be the Chairman of this body. The members agreed to his proposal and the Pro Vice Chancellor was asked to Chair the meeting and also act as Chairman of the IQAC ensuing meetings. Thereafter the agenda items were taken up for discussion.

Item No. 1: Confirmation of the proceedings of 1st meeting of IQAC held on 17th March, 2015

The proceeding of 1st meeting of the IQAC were circulated to all the members and house confirmed the proceedings.

Item No. 2: Action Taken on the proceedings of the 1st meeting of IQAC

The members of the house were apprised of the action taken on the proceedings of the last meeting and the members confirmed the action taken on the proceedings of previous meeting.

Item No. 3: NIRF Ranking

The members of the house were apprised that in the NIRF ranking the University had attained 66th position among all the Universities (Government and Private) of India and second of Himachal Pradesh. The University had attained 12th position among all the Private Universities of India. The faculty of Pharmaceutical Sciences has attained 19th position among all the Universities of India.

Item No. 4: Preparing for forthcoming NAAC Visit

The NAAC Team is visiting Shoolini University from 29-11-16 to 1-12-16. The team will be in the University on 28th November, 2016.

Mini IQAC : Dr R C Mahajan proposed for Mini IQAC with in the schools of University, which the members agreed and it was decided that Registrar will notify it with inputs from Deans.

(Action By All Deans / Registrar)

Item No. 5: Schedule for NAAC Visit

Prof Khosla briefed the schedule of NAAC inspection and Peer Team members, Name of Peer Team members and their schedule for three days inspection.

Item No. 6: Constitution of Committees for NAAC visit

Dr R.C.Mahajan suggested that in order to make NAAC visit hassle free the University should constitute various Committees. The following Committees were discussed to be constituted at the University level:

1. Monitoring Committee
2. Reception Committee
3. Transport Committee
4. Food and refreshment Committee
5. Committee's at School for documentation and NAAC preparation
6. Cultural Programme Committee
7. Documentation and Media Committee
8. Visit Coordination Committee
9. Committee for Students/ Parents/ Alumni and other interactions

Item No. 7: Any other item with permission of the chair

7.1 : New Courses to be started from Academic Year 2017-18

Dean Academic Affairs placed before the members the letter received from the HPPEREC whereby they have desired to intimate regarding ongoing courses and the new courses to be started in the University from the Academic session 2017-18. The members deliberated and recommended the following courses to be started.

1. B.Sc.(Hons) Agriculture – 4 Year Programme
2. BA- LL.B (5-Year) / BBA-LL.B(5-Year) / LL.B.(Hons.) 3 Years
3. Integrated Degree Program (MBA and LL.B.) – 4 Year Programme
4. Bachelor in Hotel Management (4 Year) / MBA (Executive) 3 Year / PGDBM (1 Year) / B.Sc.(Hons) Yoga Science (3 Years)
5. B.Pharm (Practice) – 2 Years Programme

7.2: Research Promotion and Output

For the promotion of research in Shoolini University, IQAC may draw a blue print for promoting research in the University. A significant aspect of research, besides improving the quality of teachers and teaching, is that it is an important source of finance to the University from government promotional agencies as well as industry. The following aspects were discussed to take care of research:

- i. Establish research promotion committee for promoting and monitoring research
- ii. Make higher provision in the institutional budget for research and development

- iii. Encourage and promote research culture – teaching work load remission, opportunities for participating/presenting papers at conferences.
- iv. Identify priority and emerging areas for research
- v. Conduct workshops for preparation of good research projects for submission to funding agencies
- vi. Create more research infrastructure including e-resources
- vii. Facilitate for the faculty participation in research by providing research funds, grants, leave, and seed money.
- viii. Subscribe to reputed research journals, including e-materials.
- ix. Promote students research activities
- x. Initiate research by collaborating with other research organizations / industry
- xi. Get the faculty / departments recognized for guiding research for M.Phil and Ph.D degrees
- xii. Motivate eligible teachers to participate in FIP/FDP schemes
- xiii. Ensure every eligible teacher to engage in major and minor research projects and compile details of ongoing and completed projects
- xiv. Ensure that institution receives significant quantum of research grants from external agencies
- xv. Motivate faculty to submit proposals for research recognition and awards.
- xvi. Ensure institution's research has contributed to the industry/user sectors requirements, IPR
- xvii. Encourage publication of books and proceedings based on research work/conferences
- xviii. Significant number of research papers be published in reputed / referred journals and compile an exhaustive compendium of such publications along with list of Citation index / impact factor of respective publications.

7.3 Student-Centric Learning

'Teaching continues to be the only traditional craft in which we have not yet fashioned the tools that will make ordinary persons capable of extra-ordinary performance in the chosen field' It is well known that 'lecture method' which is the mainstay of teaching – learning in the country is ineffective. This should be brought down to the minimum. It only promotes rote learning. IQAC should facilitate a makeover to student-centric learning. Make students responsible for their learning. Each School may be asked to prepare a list of appropriate Interactive, innovative and ICT driven methods to suit different topics. There are a variety of 'Involved' learning methods. While doing the lesson-planning, a teacher may identify any one or a combination of the following 'Do-It-Yourself' methods, among others, to achieve the objectives of the lesson:

- Assignments / Research Projects,
- Students Seminars,
- Question-answer (viva voce) / Open House,
- Braining Storming,

- Sharing Ideas / Experiences,
- Role Play,
- Debates, Elocution, Quiz,
- Students' Presentations,
- Coaching / Guiding,
- Tutorial / Preceptorial
- Probing,
- Experimentation / Demonstration,
- Simulation,
- Industrial Visit,
- Problem based Learning,
- Case based Learning,
- Skill based learning,
- Work based / Internship (Vocational / Applied components),
- Resources based (DVD, ICT, Multimedia, e-resources),
- Remedial / Advanced learners' Programmes, etc.

Do-It-Yourself programmes with credit points to be communicated to the students (as part of continuous Internal Assignment and Evaluation). Self learning will improve the confidence and competency levels of students.

The IQAC members desired that above points be looked into in phased manner to improve education in the Shoolini University

Meeting ended with a vote of thanks to the Chair.


(Sunil Puri)
Member Secretary

Confirmed


Vice Chancellor