



NEHRU GRAM BHARATI

(DEEMED TO BE UNIVERSITY)

Kotwa-Jamunipur-Dubawal, Allahabad-221505, Uttar Pradesh (INDIA)

(Deemed to be University U/s. 3 of UBC Act 1956)

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Ref. No.NGBU-II/AC-23/15

Date: 20/03/2023

Sub : Minutes of IQAC Committee (2022-2023/ 2nd) held on 14-03-2023 from 11.30 am onwards at Conference Hall, Shashi Campus, Kotwa, Prayagraj under the Chairmanship of Vice Chancellor, NGB(DU), Prayagraj (UP).

The meeting of Internal Quality Assurance Cell (IQAC) of Nehru Gram Bharati Deemed University, Prayagraj (as notified, circular No.NGBU-II/AC-22/CN/23/01) was held on 14.03.2023 at 11.30 am onwards under the Chairmanship of Prof. Sanjay Kumar Srivastava, Vice Chancellor, NGB(DU) at Conference Hall, Sashi Campus, Kotwa, Prayagraj, UP **(Annexure-I)**.

At the outset Convener IQAC, welcomed the Chairperson, IQAC, Vice Chancellor NGB(DU) Prof. Sanjay Kumar Srivastava, Pro Vice Chancellor, Dr. S C Tiwari, all the members of IQAC and introduced the invited members to the Chairperson. The list of members present is enclosed **(Annexure II)**.

Thereafter, agenda was taken up point wise for discussion and accordingly resolutions were taken which are as under;

Agenda I: Confirmation of Minutes of Previous Meeting held on dated 12.11.2022.

Resolution: Minutes of previous IQAC meeting held on 12.11.2022 regarding approval of ATR for submission to NAAC, Academic and Administrative Audit for academic session 2021-2022, Presentation of activities chalked out by IQAC for the academic session 2022-2023, guidelines for IQAC and monitoring Monthly feedback report and proposal for constitution of sub Committee as per NAAC Criteria were read out by Director IQAC after which they were confirmed with few modifications and subsequently approved by the Committee. ATR was also discussed in length and accordingly approved.

Agenda 2: Presentation of SSR Report and it's approval for submission to NAAC.

Resolution: Director, IQAC, presented the SSR Report before the committee members and suggestions provided by the members were incorporated. The committee approved the information/documentation enlisted in the SSR and subsequently authorized, coordinator, IQAC to submit to NAAC within a week and uploaded on the University's website **(Annexure - III)**.

Agenda 3: To approve the Academic and Administrative Audit (AAA) Report conducted for different departments for the academic session 2021-2022.

Resolution: Director, IQAC, informed all the members reg Academic and Administrative Audit being conducted by AAA Committee comprising of two external members (Dr K K Sheetamma, Former Registrar, Bangalore University, Karnataka & Dr Neveen Kumar, Principal, Jain Group of institutions, Kanakapura Karnataka) along with internal members for the academic session 2021-2022. It was further suggested

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by the members to conduct AAA for academic session 2022-2023 also as the NAAC peer team evaluation is expected soon.

Agenda 4: Status report of various departments based on the data collected via Monthly feedback format and approval of suggested recommendations.

Resolution: Coordinator IQAC briefed reg. feedback of classes taken by faculty members on monthly basis (from 21st of previous month till 20th of current month). It was further suggested by the members that after submission from the respective faculty member it should be countersigned by both HoD as well as by Dean of the concerned Faculty.

Agenda 5: Presentation on the Roadmap for implementation of NEP 2020 along with structure/flow chart of Curriculum and Credit framework at UG and it's approval.

Resolution: Dr C B Dubey, Associate Professor, Commerce presented (PPT Mode) the structure and flow chart prepared by sub Committee for Curriculum development (SCCD) at UG Level and the same was approved with few modifications. It was further opined by the Chairman IQAC that as at UG Level 4 years Graduate Programmes has to be launched by the academic session 2023 -2024 onwards therefore there is a need to expedite the work so that curriculum could also be developed by all the departments. **(Annexure IV)**

Agenda 6: To approve the academic activity calendar received from different departments.

Resolution: Academic Activity calendar received from Faculty of Science and Commerce for the academic session 2023-2024 along with Time table were approved. It was further suggested that rest of the other Faculty should also submit the same.

Agenda 7: Present status of utilization of University's Learning Management System (LMS) by faculty & students and approval of suggested initiatives to be taken at department level.

Resolution : Sri Ujjwal Das, Asst. Professor, Dept of Computer Application briefed reg the status of data uploaded on LMS by faculty members of various departments. Sri Das has suggested few initiatives to be taken for the proper functioning of LMS in our University which are as under;

1. The report should be generated both teacher wise and course wise.
2. Teacher wise graph Summary Report should be generated on monthly basis.
3. Student wise report regarding number of students who are accessing which courses and how much should also be incorporated.
4. An automated message is sent to the student when the teacher uploads the content.
5. Content of a particular teacher should be visible only to him/her and not the other faculty member.

The members urged the need to constantly monitor and evolve strategies so that students could be benefitted from LMS. It was further suggested by Dr S C Tiwari, Pro V C that Sri Das should coordinate with the service provider of LMS Sri Ranjeet Singh So that, compliance of the aforesaid features in University's LMS could be incorporated at the earliest.

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AGENDA No 8: To discuss and Plan out strategy for preparation of Institutional Development Plan (IDP) for upcoming five years.

Resolution: Need and importance of IDP was discussed in length and it was decided by members that a committee five members Committee could be constituted for the preparation of IDP.

AGENDA No 9: To discuss about the different activities being presently conducted by Research and Development Cell and approval for it's future initiatives.

Resolution: Prof. R C Tripathi, and Dr Aadi Nath briefed about the present functioning of R&D Cell and discussed about the various future initiatives. Members appreciated the efforts which are being taken by the cell and suggested to initiate more number of training/refresher programmes to be organized related with IPR and Research Methodology in the upcoming days.

AGENDA No 10: Present status report and approval of plan of action of various Committees/Cell constituted in the University;

a) Various Committees constituted in the University and plan of action for the academic session 2023-2024.

Resolution: Dr Shikha Khare, Asst. Professor, Home Science & Chairperson of various committees did PPT presentation and briefed all the members about present status of various committees. Dr Khare also discussed about the Plan of action to be implemented in length. Appropriate suggestions were provided by the members to enhance the activities being conducted by these Committees. **(Annexure V)**

b) Status of Placement & Competitive Examination cell & it's future initiatives.

Resolution: Dr Arvind Shukla, Associate Professor, Philosophy & Coordinator, Competitive Examination cell briefed all the members about present activities of the Cell which are as under;

- Identification of students' potential and mapping their competencies
- Cataloguing the database of students (their specialization, interest and academic performance)
- Providing interlink for the enthusiastic talent ready to explore the new horizons with the growing requirement of the corporate world.
- Working as a platform for moulding the students according to the requirement of the corporate world and R & D Departments
- Enabling career counselling for students.

Suggestions were provided by the members to expand the activities being conducted in all the campus premises, So that maximum number of students could be benefitted.

c) Status of Admission cell & its future initiatives.

Resolution : Mrs. Manorama Singh, Admission Coordinator did PPT presentation and briefed all the members about present status of Admission and has suggested few initiatives to be taken for upgrading functioning of Admission Cell which are ;

- Initiatives for going under Common University Entrance Test (CUET)
- Functioning Centralized Admission Cell at Shashi Campus.
- Visit to Schools and colleges and distribution of pamphlets of NGBU amongst target group to join courses at NGBU: 20 Feb - 20 May 23

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- d) Visits by school and college students to NGBU by our bus to showcase them the campus and brief them about various courses: March- May 23
- e) Banners to be placed at prominent places within 40 km radius: April- May 23
- f) Advertisement in local newspapers: May- Nov 23
- g) Advertisement in FM Radio: June - October 23 (Four to five times a day)
- h) Opening of Boys' Hostel.
- i) Meetings planned with various departments to analyze the reasons of decrease in number of admissions and advising remedial action
- j) Inviting Principals & Managers of nearby schools and colleges in Yuva Mahotsav, Holi Milan and also on Guru Purnima in July 2023 & felicitating them on 05 September 2023.

All the members unanimously felt that need to go through CUET for the academic session 2023-2024 at least at UG Level. In continuation to this Chairman suggested to constitute a three members committee for CUET and suggestions were provided by the members for the smooth coordination and functioning of the Admission Cell.

d) Status of Examination cell & it's future initiatives.

Resolution: Dr Rajesh Tiwari, Controller of Examination briefed all the members about present functioning of the Examination Department and has suggested few initiatives to be taken for upgrading functioning of Examination Cell which are ;

- i. Facility for providing Migration and provisional certificate via online mode.
- ii. Facility of generating Individual Mark sheet to students via online mode has already been implemented.
- iii. As per the latest guidelines of Govt. of India Examination related provisions & facilities which are suggested for Divyangjan student are being incorporated in the Examination Manual.
- iv. Declaration & display of result within 15 days after the end of semester examination.
- v. Bar coding of answer sheets for smooth evaluation purpose.
- vi. OMR based evaluation system initially for entrance examinations followed with academic examinations.
- vii. Compilation of Internal marks via online mode by all the departments.

The members agreed and suggested CoE to incorporate the aforesaid activities in the Examination department for its smooth and transparent functioning.

Meeting ended with vote of thanks to the chair.

Annexure:

- I : Meeting notification circular No NGBU-II/AC-22/CN/23/01 dated 01.03.2023.
- II : List of members present during the aforesaid meeting.
- iii: Self Study Report (SSR)
- iv : National Education Policy (NEP) 2020 Roadmap (PPT)
- v : Report of Various Committees (PPT)

S. S. Mishra

(S. S. Mishra)
Director, Special Education
(Convener IQAC)

S. K. Srivastava
20-3-23

(Prof. S. K. Srivastava)
Vice Chancellor, NGB(DU)
(Chairperson IQAC)

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Copy to: For kind information please.

- i) PA to Hon'ble Vice Chancellor, NGB(DU), Prayagraj
- ii) PA to Hon'ble Pro Vice Chancellor, NGB(DU), Prayagraj
- iii) PA to Secretary, NGB Society, Prayagraj
- iv) All the members of IQAC
- v) Registrar, NGB(DU), Prayagraj
- vi) Joint Registrar, /Dy. Registrar (Finance),NGB(DU).
- vii) IQAC Guard File.
- viii) Sri A K Srivastava, with request to uphost the minutes on University's website.

S. S. Mishra

(S. S. Mishra)
Director, Special Education
(Convener IQAC)

S. K. Srivastava
20.3.23

(Prof. S. K. Srivastava)
Vice Chancellor, NGB(DU)
(Chairperson IQAC)

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