

I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHARKAPURTHALA

Proceedings of the 5th meeting of the Internal Quality Assurance Cell (IQAC) held on 30.01.2024 at 11:00 AM in the Committee Room adjoining VC Office, First Floor, G+3 Building IKGPTU Main Campus.

Chairman, IQAC welcomed all the members and shared his experiences with all the members for the development of the University. Thereafter, regular agenda was taken up

5.1 To confirm the minutes of the 4th IQAC meeting.

The minutes of the 4th IQAC meeting are confirmed.

5.2 Action taken on previous IQAC meetings.

Status of the action taken report on all previous IQAC meeting was noted. It was decided that the items which are still pending for executions as mentioned in the **Annexure-A** of the 5th IQAC Agenda shall be taken up with concerned Head of Departments for completion and status shall be placed in next IQAC meeting.

5.3 To review the NAAC Score of 1st Cycle (session 2016-17 to 2020-21)

All the members were appraised about the 1st Cycle NAAC Accreditation and institutional Grade sheet issued by NAAC. The assessment report of the NAAC institutional Grade sheet was presented. All members after discussion and deliberations, resolved that to improve the NAAC grade of university in the second cycle, all efforts should be expedited to improve the performance of each NAAC parameter.

After reviewing the NAAC assessment report of the first cycle, it was decided that the assessment report requires further deliberations and shall be taken up separately for further discussion in detail with all Deans & HODs in the presence of the Hon'ble Vice-Chancellor. The recommendations of the same shall be placed in next meeting alongwith action plan for improving the NAAC score of University.

5.4 To review the Status of the University-Annual Quality Assurance Report (AQAR) as per NAAC

Director (IQAC) appraised the members about the Annual Quality Assurance Report (AQAR-2021-22) of the University has been prepared and uploaded on the NAAC portal. All members were also informed that AQAR for 2022-23 is being prepared and shall be uploaded on the NAAC portal before 28th Feb 2024.

The committee approved the AQAR-2021-22.

5.5 To prepare the Annual Report of the University

Director (IQAC) informed the members that so far University has not started the publishing its annual report and publishing of the Annual Report of University is a required as per the Act of the University for documenting the academic activities, research achievements of students/faculty, sports and curricular activities of university, financial status of university and other important activities of the University.

The format of Annual report of the University is approved and it was further resolved that all the Departments (Teaching/Non-Teaching) shall prepare their Annual Report in the desired format for 2023-24 and shall be submitted to the IQAC within a one month of completion of the academic year.

5.6 To review the 12B status of university.

The status of the 12B application of university for inclusion under 12 B of UGC Act 1956 was presented. After detailed deliberation on the status of 12B application of university and two objections raised by the UGC, all members expressed their consent for taking all follow-up action to expedite the approval of 12B application. It was resolved that:

1. For addressing the UGC's first observation "The faculty is not available as required under UGC/Statutory Council norms." University shall expedite the recruitment of faculty positions in the University as per UGC/AICTE norms.



2. UGC's second observation regarding that "NAAC accreditation shall be mandatory for Higher Education Institutions to become eligible for recognition under 12 B of UGC Act 1956" has been complied by the University. University has been accredited by NAAC with 'B' Grade in 2022.

It was decided that in view of this the University shall submit its response to the UGC's latest Letter F.No. 9-4/96(CPP-I/PU) dated 12 August, 2022.

5.7 To review the status of IKGPTU in NIRF 2023-24.

Director (IQAC) appraised the members about the status of IKGPTU in the NIRF ranking. All members expressed their concern that the University could not get figure in top 200 technical institutions in NIRF ranking. Members were informed that University has submitted its application for NIRF-2024 in "Engineering" and "Management" categories.

It was resolved that the action plan as prepared in the meeting of Deans/ HODs held on 15.01.2024 shall also be taken up separately for implementation in the meeting of Deans & HODs in the presence of the Hon'ble Vice-Chancellor for discussing the action plan for NAAC accreditation in the second cycle. The recommendation of the same shall be placed in next meeting of IQAC.

5.8 To streamline and strengthen the functioning of IQAC

Director, IQAC informed all members that the functioning of IQAC in University so far has not been as per carried as per the UGC norms and in accordance with the IQAC guidelines for universities.

After detail deliberation it was decided that the working of the IQAC should be strengthened and streamlined, by taking following steps:

1. The meeting of IQAC shall be held after every 3 months as per norms.
2. Data collection for AQARs and NAAC assessment shall be done through an online web portal.



3. IQAC Agendas, Proceedings, AQARs and Annual report of University shall be made available on the IQAC website.
4. To organize awareness workshops/lectures for creating awareness of quality benchmarks in HEIs.
5. To start the structured feedback from students, Alumni and other stake holders as per the NAAC requirement from 2023-24.

Agenda 5.9 To formulate the Calendar of Activities/ Events/ Workshop by IQAC

After detailed deliberation the committee approved that Series of activities such as expert talks, workshops/seminars/webinars on different criteria may be conducted in the University through various Head of Departments as listed below:

Criterion	Title of Criterion	Action plan/Initiative to be planned and undertaken by
I	Curricular Aspects	Dean (Academics)
II	Teaching Learning and Evaluation	Dean (Academics)
III	Research, Innovations and Extension	Dean (R&D)
IV	Infrastructure and Learning Resources	Dean (faculty Welfare)
V	Student Support and Progression	Dean (Student Welfare)
VI	Governance, Leadership and Management	Registrar
VIII	Institutional Values and Best Practices	Director, IQAC

- b. All Heads of Departments (Deans/Registrar) shall submit the Calander of all activities for improving the NAAC score in their respective assessment indicator(s) with complete details i.e number activities of to be accomplished in an Academic year, semester-wise, and monthly activities for 2024-25 in consultation with relevant stakeholders by 30.03.2024.
- c. The documentation of all such indicator wise parameter activities may be maintained uniformly by all departments, as per the



requirement of NAAC AQARs, NIRF ranking, and preparation of annual report such as :

- i. Copy of the notification/office order/circular
- ii. List of experts invited/invitation letters
- iii. List of Participants with attendance
- iv. Photographs of the events
- v. Media or social media coverage
- vi. Feedback from participants

5.10 To Develop Institutional Development Plan (IDP) for implementation of NEP-2020

The matter was discussed and after detailed deliberations it was discussed that for implementation of NEP2020 in HEIs and holistic development of any HEI, Institutional Development plan is required as per UGC norms. It was also brought to the notice of all members that BOG, IKGPTU has already approved a strategic Plan in the form of a Detailed Project Report (DPR) submitted by EdCIL in its 64th BOG meeting vide Agenda item no. 64.13 for strengthening the Academic in IKGPTU to be implemented in next 10 years and recently UGC's has also notified guidelines for preparing the IDP of Universities. To prepare the IDP for IKGPTU in line with UGC guidelines, a committee in the Chairmanship of Hon'ble Vice-Chancellor comprising following:

1. Prof. Dr. Susheel Mittal, Vice-Chancellor as Chairman
2. Dean, Academics, IKGPTU
3. Dean, Student Welfare, IKGPTU
4. Dean, R&D, IKGPTU
5. Dean, CDC, IKGPTU
6. Dean, Faculty Welfare, IKGPTU
7. Dean, P&EP, IKGPTU
8. Registrar, IKGPTU
9. Finance Officer, IKGPTU
10. External expert for Skill development to be nominated by the Hon'ble Vice-Chancellor.
11. External expert for vocational courses to be nominated by the Hon'ble Vice-Chancellor.
12. Director, IQAC Cell shall act as a Convenor

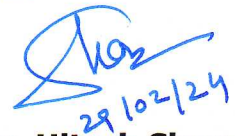


Table Agenda

5.11 **Regarding notification of the First Regulations of the University as per Act.**

Director (IQAC) informed all members that as per IKGPTU Act the first Regulations of the University shall be made by the State Government and notified in the Official Gazette. The summary of the status of university regulation as decided in the BOG, IKGPTU was discussed copy enclosed as **Annexure-B** and subsequent follow up taken by the University. It was decided that the University will take up the matter with the State Government.

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



Prof. Dr. Hitesh Sharma
Director IQAC