

# **CENTRAL UNIVERSITY OF PUNJAB**

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

### **Minutes of the Sixth Meeting held on 10-02-2017**

The sixth meeting of IQAC was held on February 10, 2017 at 12:00 noon in the Conference Room, Administrative Block, Central University of Punjab, Bathinda. The following members attended this meeting:

1. Prof. R. K. Kohli, Vice-Chancellor, CUPB (Chairman, IQAC)
2. Prof. Gurmail Singh, Vice Chancellor, Akal University, Talwandi Sabo
3. Prof. P. Ramarao, Dean Academic Affairs, CUPB
4. Prof. S. K. Bawa, Professor, Centre for Education, CUPB
5. Dr. Anjana Munshi, Associate Professor, Centre for Human Genetics and Molecular Medicine, CUPB
6. Dr. Deepak Chauhan, Associate Professor, Centre for Law, CUPB
7. Dr. Sunil Mittal, Associate Professor, Centre for Environmental Science & Technology, CUPB
8. Ms. Shweta Arora, Deputy Registrar, CUPB
9. Mr. Kovid Kumar, Students' Representative, CUPB
10. Professor A. K. Dhawan, Director, IQAC (Member Secretary)

The agenda items discussed and the decisions taken are as below:

#### **Agenda 6/2017/1: Confirmation of minutes of the last meeting**

Minutes of the fifth meeting of IQAC were placed for approval and confirmation of IQAC.

- *Minutes of the 5<sup>th</sup> meeting were approved and confirmed.*

#### **Agenda 6/2017/2: Action taken on decision of the Previous Meeting of IQAC**

- *Actions taken on decisions of the previous meeting of IQAC were noted by the members.*

#### **Agenda 6/2017/3: Progress report of IQAC**

IQAC has responded to various questionnaires from National Institutional Ranking Framework (NIRF), National Digital Library and CL Educate National ranking Framework. Also, CUPB participated in the National Institutional Ranking Framework 2017. The information for this was compiled by IQAC and uploaded on the NIRF web site two weeks ahead of the deadline.

- *The progress report of IQAC was noted by the members.*

#### **Agenda 6/2017/4: Curriculum Aspects**

##### **Overall credits for a Master's degree:**

As per the Rules and regulations of Master's degree programme at CUPB, a student has to complete 90 credits hours to obtain a degree. Therefore, students have to take seven to nine courses every semester.

With continuous evaluation, this makes a large number of quiz, MSTs, assignments and term papers. The students feel under pressure and are left with very little time for other important activities such as competitive examinations.

- *It was pointed out that as per UGC guidelines 90 credits are the minimum requirement. However, it was informed that most universities have only 60 credits for MA degrees. Therefore, it was resolved that UGC may be contacted to know the exact status of requirement of credits for Master Degrees.*

### **Academic Calendar for the year 2016-17**

As per the Academic Calendar 2016-17, the even semester ends on June 14, 2017. Most of the summer internship programmes and trainings are organized during the months of mid-May to mid-July. Students of CUPB are unable to attend trainings and internship because of the semester running up to mid-June. The Academic Calendar may be adjusted in a way that summer internships/trainings also form a part of it.

- *It was decided that attempts should be made to complete the admissions for 2017-18 in time so that, the academic session may be completed around mid May.*

### **Agenda 6/2017/5: Teaching-Learning and Evaluation**

#### **Improvement of GPA**

The regulations for Master's degree programmes (clause 15) specify that a student can repeat "any component of continuous assessment and term examination in order to improve his/her grade/CGPA/division along with regular students in corresponding semesters, provided that CGPA of such a student is less than 6.0 on 10 point scale. No separate examination would be arranged for such students. There would be no limit for numbers of chances to improve". Some students have GPA of 6.0 or more and therefore cannot improve it any further. However, they have 'C' (5 points) or 'P' (4 points) grades in some courses.

- *It was decided that the clause 15 be modified to include that "a student can improve a course in which he/she has 'C' or 'P' grade irrespective of the GPA".*

#### **Pattern of MST**

The MST used to be of two hours and has been changed to one hour w.e.f. first semester of 2016-17. However, teachers continued to provide lengthy questions as earlier. It is proposed that

- (a) The faculty be advised to design questions in a way that the MST can be completed in one hour.
  - (b) The question paper be formatted to include questions and answers on the same sheet.
- *The CoE showed the format of answer sheet to be followed for MST in which there will be space allocated for each question. This was approved and will be used for MST exams.*

#### **Pattern of End Term examinations**

There are large number of complaints about the question paper for the End Term examination and its conduct. IQAC may discuss the issues.

- *The software being used for End Term Exam will be optimized.*

## **Agenda 6/2017/6: Research, Consultancy and Extension**

There is need to create a Corporate Resource Division which should have a trained human resource personnel to look after students training, placement and other activities related to corporate sector.

- *Efforts will be made to strengthen placement and other activities in the university.*

## **Agenda 6/2017/7: Infrastructure and Learning resources**

Points for discussion in IQAC include:

- (a) Promotion of sports and improvement in sports facilities
  - (b) Promotion of use of library
  - (c) Upkeep of hostel and mess facilities
- *It was recommended that students should be issued three to four books instead of two books as at present.*

## **Agenda 6/2017/8: Students Support and Progression**

### **Language problem of students**

Many of the students in CUPB come from rural or less privileged background and therefore find a lot of difficulty in English as a medium of instruction. Later on also, these students have a disadvantage because of poor communication skill. It is proposed that CUPB may introduce an English proficiency test for all incoming Masters' degree candidates and the students who are unable to meet the proficiency level should undergo English writing and communication courses.

- *It was decided that a university level course on technical and scientific writing be introduced.*

### **Competitive examination cell: NET**

The university has competitive examination cell which holds classes for NET and other competitive exams. However, this cell does not have proper resources and is run by two faculty members as an additional activity. Considering the need for preparation of students for various competitive examinations, there should be a full-fledged competitive examination cell in the university. IQAC may discuss this issue.

- *For competitive courses coaching, only serious students should be taken and possibility of self-financing should be explored. Also, the possibility of funds from SC/ST Cell of UGC and other social welfare organizations should be explored.*

### **Corpus for financial aid to be increased**

The financial aid being provided to the student is very small compared to the need of the students as many of the students in CUPB come from economically poor background. It is proposed that:

- A. The ways and means to enhance the corpus fund for students financial aid be looked into,
  - B. The possibility of waiver for hostel and academic fees be considered.
  - C. When more than one students apply from a Centre, the opinion of CoC be sought as to who is most deserving student in term of economic situation.
- *It was decided that the hostel fee of the other university be compared with CUPB.*

### **Policy on celebration of religious functions**

A proper policy for celebration of religious functions on the campus is required to be put in place so that various functions being held may be properly regulated.

- *Only social and not religious functions can be allowed on campus.*

### **Agenda 6/2017/9: Innovation and Best Practices**

NET is an important examination for master's degree and Ph.D. students to the extent possible the syllabus of masters degree courses should be aligned to the syllabus of the net.

- *The discussion is noted in Agenda Item No. 6/2017/11.*

### **Agenda 6/2017/10: Items from Faculty**

1. Regarding mechanism to conduct of BOS and School Boards
2. Preparing panel of examiners for M.Phil /Ph.D through BOS
3. Formation of Directorate of Sports to give more emphasis to sports to compete at national level, which is a weak point of university
4. For Cultural activities, we need professional trainers throughout the year who will work through cultural clubs till we have centre for performing arts.
  - *The discussion is noted in Agenda Item No. 6/2017/11.*

### **Agenda 6/2017/11: Any Other Items with the permission of chair**

The following points emerged from the discussion in the IQAC:

- *It was further decided that Computer Science and Statistics are two university level courses and individual centres should not teach them separately. These will be offered as university level courses and all students should join and take it together.*
- *Expert members of BOS and School Boards should not be the same.*
- *For appointment of expert members, a panel of names be sent to DAA for approval by the Vice Chancellor.*
- *Two new centres may be started out of the following proposed centres:*
  - *Centre for Commerce*
  - *Centre for Physical Education and Sport Science*
  - *Centre for Psychology*
  - *Centre for Journalism and Mass Communication*
- *A part time counselor/clinical psychologist be appointed to look after the mental health of students.*
- *In an examiner of synopsis or thesis does not send report within three months, next examiner may be appointed.*