

Action Taken Report of the 4th Meeting of IQAC

Item No. and Name	Decision Taken	Action Taken
Agenda 4/2016/1: Confirmation of minutes of the last meeting	Minutes of the third meeting were placed for approval and confirmation of IQAC. Minutes were approved and confirmed.	Noted
Agenda 4/2016/2: Action taken on decisions of Previous Meeting	Actions taken on decisions of the previous meeting of IQAC were noted by the members accepted. There were no observations from the members.	Noted
Agenda 4/2016/3: Progress report of IQAC	IQAC was informed about the participation of university in National Institutional Ranking Framework (NIRF), National Digital Library and CL Educate National ranking Framework. IQAC members admired the university to get rank 65 among all universities in India. The members noted the progress of IQAC as remarkable.	Noted
Agenda 4/2016/4: Curriculum Aspects:	The meetings of BoS of various Centres are due now. IQAC has informed the CoCs/ IoCs to initiate necessary action. While revising the syllabus, provisions have to be made to include: (a) Research credits for efficient monitoring of the progress of research students. The CUPB should provide clear guidelines, formulate a plan and implement it prior to next academic session. (b) Each course should have clearly defined learning outcomes and scheme of evaluation. IQAC will prepare a note and circulate to all CoCs/ OICs.	Meetings of BoS were held by different centres. IQAC prepared a note on research credits. The same has been approved by Academic Council and implemented from Academic Session 2016-17
Agenda 4/2016/5: Teaching-Learning and Evaluation:	<i>(a) To increase diversity in students intake for the year 2016-17</i> CUPB has students from 25 states of India. There are no students from outside the country and some states and Union Territories have little or no representation. As per discussion in	-Admissions have been carried out as planned and "Agenda for preparedness" was followed.

	<p>the last meeting of IQAC, the following actions have been taken:</p> <ul style="list-style-type: none"> - Admission committee has been formed - Actions required to be taken for preparedness for next academic session have been listed and assigned - The admission committee has decided to advertise CUPB programmes in far off areas - Professor S.K. Bawa is working on the admissions of foreign students <p>IQAC was informed that admission advertisement through DAVP has been sent to 144 National and Regional papers as against 94 last year. Also, advertisement has been given in three national dailies twice at commercial rate. Professor S. K. Bawa is making efforts for admission of international students.</p> <p><i>(b) Improvement in evaluation system: review and reform of examination system</i></p> <p>The examination system at CUPB should be reviewed for efficacy of students' evaluation. In the last meeting IQAC agreed to recommend provisions for inclusion of term papers, assignments and presentations etc. There is a need to revisit the evaluation system for any further refinements/ improvements that may be possible.</p> <p>On the above item, IQAC observed as below:</p> <p>EC has already approved a pattern of MST, whereby there will be five questions of three marks each and two questions of five marks each. The MST will be of one hour duration. IQAC further decided to recommend that CoE should be at liberty to seek MCQs for End term examination from external sources from within the syllabus.</p>	<p>-Admissions of International students have not been carried out</p> <p>-Ph.D. admissions are late by almost four months, but entrance test is planned for 4.11.16</p> <p>-MST were conducted for one hour duration as per the changed pattern</p>
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	<p><i>(c) Feed-back mechanisms: Students Feedback and Faculty self-appraisal reports</i></p> <p>To collect and review information on various issues, an effective feedback from Faculty and students is essential. The purpose of feedback is to help individuals improve their performance. Therefore, feed-back system has to be comprehensive and credible and outcome has to be confidential/ restricted use. Similarly, self-appraisal reports for the Faculty and confidential reports for the staff have to be in place.</p> <p>It was proposed that library staff of CUPB be given the responsibility of carrying out students feed-back in a comprehensive, credible and confidential manner with the help of computer centre as per Performa and guidelines already approved by EC.</p> <p>However, the IQAC deliberated upon the issue and agreed that the CoE shall conduct the feed-back for the second semester of 2015-16. The Deputy Registrar shall associate and put up the outcome to the Vice-Chancellor for further action as deemed fit.</p>	<p>Student's feedback was conducted. The item is again in the agenda for discussion</p>
<p>Agenda 4/2016/6: Research, Consultancy and Extension</p>	<p><i>Resource mobilization for research: consultancies and externally funded projects</i></p> <p>Consultancy services and externally funded research projects are two major approaches for mobilization of resources. CUPB has to put in more organized efforts in these areas. Some mechanism to link external grants and consultancies to Faculty performance and monitoring of submitted projects should be discussed in IQAC.</p> <p><i>Research sharing and networking with other institutions in India and abroad.</i></p>	<p>Externally funded projects are being submitted by faculty regularly, but there is no progress on Consultancy projects</p>

	IQAC reviewed the matter and decided that more steps be taken for greater networking with institutions in India and abroad.	
Agenda 4/2016/7: Infrastructure and Learning resources.	<p>Sports infrastructure and activities at CUPB have to be upgraded within the limitations of the space at the City Campus.</p> <p>The subject was put up to IQAC for discussion and recommendations. IQAC decided to recommend that Dr. Deepak Chauhan be designated as Advisor (Sports).</p>	Separate budget has been earmarked for sports
Agenda 4/2016/8: Students Support and Progression	<p><i>Mentoring system for students</i></p> <p>Each student admitted to CUPB has been allotted to a faculty mentor, who is to monitor the progress, guide and help the student. The guidelines for mentorship programme have been developed and circulated. Steps have to be taken to make mentor mentee system more effective. Also the Academic monitoring and auditing system needs to take shape.</p> <p>The matter was put up to IQAC for discussion and recommendations. IQAC decided that:</p> <p>The mentors are emotional anchors for their mentees. The association of mentors with their mentees should begin with the orientation itself. However, for effective implementation of the system, there is a need to generate greater appreciation of the system among the Faculty.</p>	Mentors have been allotted to new students
Agenda 4/2016/9: Governance, Leadership and Management	<p><i>(a) Structure of governance</i></p> <p>The structure of governance at CUPB is to be strengthened and made as democratic as possible. A proposal to form Vice Chancellor's Advisory Body made to 3rd IQAC but was not accepted. However, there is a strong need to have some similar mechanism for a wider opinion on issues of importance to CUPB.</p> <p>IQAC deliberated upon the issue.</p>	E-governance has not been implemented

	<p><i>(b) Quality improvement in administrative functioning of CUPB: E-Governance.</i></p> <p>In the IT era of today, CUPB has to shift to e-governance. It is important to define modalities and time lines for completion of this task.</p> <p>IQAC agreed that delays, wherever these are unavoidable, should be brought down to a reasonable level.</p>	
<p>Agenda 4/2016/10: Innovation and Best Practices</p>	<p><i>The innovative practices related to curriculum development</i></p> <p>The innovative practices related to curriculum development, teaching-learning process, evaluation or research need to be encouraged. Journal Clubs have to be encouraged in different Centres.</p> <p>The organization of a workshop on this aspect or other similar steps may be taken.</p>	<p>Ten new clubs have been created. These are:</p> <ol style="list-style-type: none"> 1. Cultural Club 2. Debate Club 3. Art and Music Club 4. Public Speaking 5. Health and Yoga Club 6. Mountaineering Club 7. Movie Club 8. Rainbow Photography Club 9. Nature Club 10. Science Club
<p>Agenda 4/2016/11: Items from Faculty</p>	<p><i>About examination system:</i></p> <ol style="list-style-type: none"> 1 The ten (2M) plus One (5M) question system in MST poses limitation in setting up an ideal analytical and logical question paper 2 The idea of MCQs is unique. However, without negative marking, there is a chance that a student can gain more marks by sheer luck rather than his/her intellect 3 Further, the number of MCQs to be uploaded could be considered for reduction. 350-500 questions are not possible in each and every subject (For e.g., social sciences, linguistics, geology and other sciences). This will also lead to repetition of many questions and hence compromises the quality. 	<p>Duration of MST has been reduced to one hour</p> <p>The item is again in the agenda for discussion</p>

	<p>4 The time allotted for MSTs could be reduced from 2h to 1h and Surprise test from 1h to half hr.</p> <p>5 Ideally, a faculty can frame apt MCQs only after the completion of his/her portion.</p> <p>6 There is no space for testing the communication skills of the student in the current examination system. Hence, seminars or presentations could be given some weightage. In this regard, the number of surprise tests can be reduced to two instead of three</p> <p>7 Attendance has a crucial role to play in the examination system which could be considered for weightage, if there is a provision available (For eg, greater than 90% attendance can be given 5 M which would encourage the students to be regular and punctual)</p> <p><i>Other Issues:</i></p> <ol style="list-style-type: none"> 1. Work load calculation as per UGC guidelines 2. Roles, responsibilities and statutory powers of AAC and CDDC 3. Focus on sports and cultural activities 4. Mentor/Mentee guidelines 5. Poor Hygiene, maintenance and number of washrooms 6. Books and stationery shop in the campus 7. Medical shop possibility (emergency medicines) 8. Banking facility at the campus <p>On the above in item 4/2016/5 b, IQAC observed as below:</p> <p>EC has already approved a pattern of MST, whereby there will be five questions of three marks each and two questions of five marks each. The MST will be of one hour duration. IQAC further decided to recommend that CoE should be at liberty to seek MCQs for End term examination from external sources from within the syllabus.</p>	
<p>Agenda 4/2016/12: Any Other Items with the permission of chair</p>	<p>None</p>	<p>-</p>