

### Action Taken Report of the 5<sup>th</sup> Meeting of IQAC

Item No. and Name	Decision Taken	Action Taken
<b>Agenda 5/2016/1: Confirmation of minutes of the last meeting</b>	<ul style="list-style-type: none"> <li>• Minutes of the 4<sup>th</sup> meeting were approved and confirmed.</li> </ul>	Minutes were circulated
<b>Agenda 5/2016/2: Action taken on decision of the Previous Meeting of IQAC</b>	<ul style="list-style-type: none"> <li>• Actions taken on decisions of the previous meeting of IQAC were noted by the members accepted.</li> <li>• There were no observations from the members.</li> </ul>	Noted
<b>Agenda 5/2016/3: Progress report of IQAC</b>	<p>The members were informed of the NAAC team visit for accreditation of CUPB from April 26-30, 2016.</p> <p>IQAC members were informed that the NAAC team was impressed with the present status of the university and expressed great appreciation about the way Self Study Report was written.</p> <p>The members noted the progress of IQAC. The Annual Quality Assurance Report (AQAR) for the zero year (prior to NAAC accreditation) was also accepted.</p>	Noted
<b>Agenda 5/2016/4: Curriculum Aspects:</b>	<p>With a view to add to the Academic activities on Campus and increase the student's strength, there is a need to start additional Master's and Ph.D. degree programmes. Currently, some Centres (6 to 7), but not all have two Master's/ Doctoral programmes each. Addition of new programmes was discussed.</p> <ul style="list-style-type: none"> <li>• IQAC resolved that there was not much space in the City Campus for starting new programme and we have to wait till shifting to new Campus.</li> <li>• However, it was decided that for the existing Centres and programmes, meetings of School Boards should be held well in time.</li> <li>• The meetings of BoS should be held by January 31, 2017 and School Boards by February 28, 2017, so that the AC and EC may meet during March April and changes</li> </ul>	Some Centres have already held BoS meetings, others have planned it within the month of February 2017



	<p>may be incorporated for the next academic session.</p> <ul style="list-style-type: none"> <li>• Deputy Registrar will circulate these dates and monitor.</li> </ul>	
<p><b>Agenda 5/2016/5: Teaching-Learning and Evaluation:</b></p>	<p><i>To increase diversity in students intake for the year 2016-17</i></p> <p>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 the last meeting of IQAC, the following actions have been taken:</p> <p>The International Division worked on the admissions of foreign students and made all out efforts to seek applicants. There were 19 applications, but somehow the admissions could not be finalized. It is pertinent to add that as per information provided to IQAC during the current year PU Chandigarh, PU Patiala and Jamia Milia have admitted 200, 160 and 70 students respectively. If CUPB is to remain in any competition even at regional level, proactive steps are required to ensure that this situation does not happen again.</p> <ul style="list-style-type: none"> <li>• IQAC was informed that the international admissions could not be completed due to lack of response to CUPB's request from UGC. Professor Bawa was delegated to visit UGC for this.</li> <li>• The proposal that Ph.D. synopsis should not be sent to external experts was not agreed to.</li> <li>• Computer Centre will carry out students and other feed-backs every semester as per the schedule drawn by IQAC</li> <li>• Copies of all programmes of the university, press notes, minutes of AC and EC etc should be sent to IQAC. The IQAC will maintain complete data base of all the activities.</li> </ul> <p>Computer Centre should seek and put complete information of alumni on the web site.</p>	<p>-Students Feedback has been carried out and submitted to DAA and Vice-Chancellor</p> <p>-Admission of international students is in progress, none has been finalized so far.</p>



<p><b>Agenda 5/2016/6:</b> <b>Research, Consultancy and Extension</b></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 obtain consultancy projects should be discussed in IQAC.</p> <ul style="list-style-type: none"> <li>• NBL accreditation will enhance consultancy and revenue generation, for which professor S.S. Marwaha has initiated the process.</li> <li>• A committee has been constituted to determine fee for analysis of various samples</li> <li>• Short term workshops for outside Faculty and students for use of sophisticated equipment may be organized for revenue generation.</li> <li>• Rules for use of auditorium on payment basis be put on web site.</li> </ul>	<p>-An expert lecture on NBL accreditation is planned for 18<sup>th</sup> February.</p> <p>-Committee has been constituted to finalize the fee for use of various equipment</p> <p>-A workshop on "DNA sequencing" is planned for 18<sup>th</sup> February</p>
<p><b>Agenda 5/2016/7:</b> <b>Infrastructure and Learning resources.</b></p>	<p>More solar power units can be added for which Professor A. K. Jain will co-ordinate with Professor P. Ramarao and have it added to the tender</p>	<p>Expression of Interest is being invited from Supplier/Manufacturers for a grid interactive Solar Photo Voltaic Power generation system of 500 kW capacity for main campus</p>
<p><b>Agenda 5/2016/8:</b> <b>Students Support and Progression</b></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> <ul style="list-style-type: none"> <li>• IQAC noted with satisfaction that mentoring system was working well</li> <li>• Mentors should meet their mentees frequently</li> </ul>	<p>-Guidelines for mentoring have been circulated to Mentors again. Mentors have been advised to call the students if they do not meet for 2 months.</p>



	<ul style="list-style-type: none"> <li>If a student does not meet the mentor for 2 months, he should be called</li> </ul>	
<b>Agenda 5/2016/9: Innovation and Best Practices</b>	<ul style="list-style-type: none"> <li>The innovative practices related to curriculum development, teaching-learning process, evaluation or research need to be encouraged.</li> <li>IQAC was informed that UGC is considering a common agency to introduce E-governance in the universities.</li> </ul>	In progress
<b>Agenda 5/2016/10: Items from Faculty</b>	<ol style="list-style-type: none"> <li>Too much disparity in allotment of Ph.D. students in each centre. Old faculty guiding many students sponsored by university for Ph.D. program. However, there is no allotment of student to new faculty with university sponsorship.</li> <li>In new API format, there is evaluation of teachers however there is no option for evaluation of non teaching staffs including higher authority.</li> <li>Poor Hygiene, maintenance and number of washrooms</li> <li>Books and stationery shop in the campus</li> <li>Medical shop possibility (emergency medicines) <ul style="list-style-type: none"> <li>If mess and canteen premises are not clean, fine should be imposed</li> <li>Medical shop is not feasible in view of small demand</li> </ul> </li> </ol>	Noted
<b>Agenda 5/2016/11: Any Other Items with the permission of chair</b>	None	-