



Internal Quality Assurance Committee

Minutes of 7th Meeting held at 11:30 AM on 10th January, 2019

Venue: T3, New Faculty Office Conference Room

Chairman

Prof. (Dr.) C. Raj Kumar, Vice, Chancellor

Members

Prof. (Dr.) Sanjeev P. Sahni

Prof. (Dr.) Y.S.R. Murthy

Prof. Sridhar Patnaik

Dr. Indranath Gupta

Dr. Saroj Koul, (for Dean, JGBS)

Dr. Jasmeet Kaur, (for Dean, JSIA)

Dr. Pradeep Guin

Dr. Esther Christine Schmidt

Mr. Jitu Mishra

Mr. Venkamaraju, (for JGBS)

Ms. Ruchika Jain Bala

Mr. Shashank Agarwal, (for CFO)

Special Invitees

Dr. Saloni Khanderia

Prof. Chitresh Kumar

Prof. Malvika Seth

Mr. Buddhi Prakash Chauhan

Dr. Sanjay Mishra

In Attendance

Ms. Jyoti Bansal

Ms. Ritika Manchanda

Apologies

Prof. Gudmundur Eriksson

Prof. Rajesh Chakraborty

Prof. Sreeram S. Chaulia

Prof. R. Sudarshan

Prof. Kathleen Modrowski

Dr. Ashish Bharadwaj

Prof. Thomas James Goldstein

Prof. Thomas E. Mical

Prof. Stephen Marks

Prof. Manoj Kumar Sinha

Prof. S.G. Sreejith

Prof. Arjya B. Majumdar

Prof. Kishalay Bhattacharjee

Dr. Galina Yovtcheva Rousseva-

Dr. Manisha Mishra

Dr. Sugandha Nagpal

Dr. Alokeparna Sengupta

Jeremy Wade

Student Council Members

Welcome

1. The Director, IQAC extended a warm welcome to all the members of Internal Quality Assurance Committee and the Chairperson.

Apologies

2. The Internal Quality Assurance Committee noted the apologies received from a few members who were unable to attend the meeting as noted above.

Confirmation of Minutes

3. The Committee confirmed the minutes (QAA/2018/IQAC/6M: Annexure 1) of its 7th meeting held at 11:30 am on 10th January, 2019 at T3, New Faculty Office Conference Room, as a true record of the Meeting.

Matters Arising

4. The Committee received the follow up action and reviewed matters arising from the Minutes of the last meeting. (document QAA/2018/IQAC/7M.1: Annexure 2)

Items for Discussion and Decision

5. The Committee received a document on NAAC Revised Assessment and Accreditation Framework for assessing quality (document QAA/2018/IQAC/7M.2: Annexure 3) and noted a few principal changes compared to the earlier framework in 2016, as follows:
 - from qualitative peer judgement to data based quantitative indicator evaluation with increased objectivity and transparency
 - towards extensive use of ICT confirming scalability and robustness
 - introducing *System Generated Scores* (SGS) with combination of online evaluation (about 70%) and peer judgement (about 30%)
 - in introducing the element of *third party validation* of data
 - in providing appropriate differences in the metrics, weightages and benchmarks to universities, autonomous colleges and affiliated/constituent colleges
 - in revising several metrics to bring in enhanced participation of students and alumni in the assessment process.

The Chairman asked Office of the Registrar to create a model proforma for the Schools/Institutes and Departments in order to have a consistency in drafting the minutes of different meetings, for example: faculty board, doctoral committee, scholarship committee across the University as per NAAC requirements.

[Action: Office of the Registrar; Time Frame: 20th January, 2019]

The Committee noted JGU as an associate member to E-shodhganaga and E-shodhsindhu data repositories as confirmed by Director, Library. The Chairman asked Mr. Buddhi Prakash Chauhan to initiate appropriate action for uploading all required theses on INFLIBNET.

[Action: Library; Time Frame: 5th February, 2019]

6. The Committee received a document on NAAC Inspection Report received in the year 2016. (document QAA/2018/IQAC/7M.3: Annexure 4)

The Chairman has noted the recommendations made by the NAAC PEER Team for the Quality enhancement of JGU and asked all Schools to initiate appropriate action to implement the recommendations.

- “More faculty at Professor and Associate Professor level to be appointed
- Statutes/Ordinances should be strictly followed
- Alumni Association should be energized and involved in the academic activities
- Additional office space should be provided to Examination Branch
- Placement cell needs to be proactive
- Budgetary provision for Printed journals to be enhanced
- Continuing Tie ups to be strengthened with government departments, NGOs, Universities and Corporate
- Sector to strengthen the partnerships in teaching, learning and research
- NSS/NCC to be initiated
- Doctoral and Post-doctoral research need to be strengthened
- Startup cell for skill development to be created”

The Committee was informed that Haryana government has approved 2 NSS units. Further action is required to be taken in this regard to establish NSS in the University.

[Action: Deans of all Schools, Office of the Registrar, Jindal Institute of Leadership Development & Executive Education; Time Frame: 20th January, 2019]

7. The Committee received a document on gap analysis in the system as per NAAC revised criteria. (document QAA/2018/IQAC/7M.4: Annexure 5)

The Committee noted the gaps in the current system as per NAAC revised criteria. Office of the Registrar will create a more detailed and targeted gap analysis document with a timeframe and responsibility assigned against each of the NAAC criterion and sub-criterion.

[Action: Office of the Registrar; Time Frame: 3rd February, 2019]

Office of the Registrar shall discuss with The Deans, Vice Deans and Academic Deans of all the Schools on the action required to be taken to fulfil the NAAC criteria requirements.

[Action: Office of the Registrar; Time Frame: 31st January, 2019]

8. The Committee received a document on implementation of the UGC Quality Mandate. (document QAA/2018/IQAC/7M.5: Annexure 6). The Committee decided to put this item as a continuing agenda for every IQAC meeting. The Chairman asked the members to go beyond the UGC Quality Mandate and benchmark each of the JGU activities and initiatives as per International standards in our pursuit to achieve excellence in every sphere.

[Action: Deans of the Schools and HODs]

9. Quality measures required to be taken by different schools and departments.

The Chairman asked all the members present in the meeting to work towards maintaining quality across JGU. Regular quality checks, cleanliness drive, taking ownership towards ensuring quality has been proposed to be implemented.

The Committee recommended more focus on the quality procedures and systems to ensure better functioning of all the Schools and departments.

The Committee has asked Office of the Registrar to review the current JGU website and asked the respective Schools and Departments to update and complete the missing information.

[Action: Office of the Registrar, Deans of all Schools/Institutes/HOD's ; Time Frame: 20th January, 2019]

The Chairman emphasized that quality drive must go beyond individuals and must be driven by the Institution as a whole. He emphasized the need for developing quality consciousness. Dr. Sahni stressed the need for "belongingness" on the part of every staff member which is required for quality improvements. Citing 'quality of manpower', 'website', 'loose wires', 'lamps and lighting', 'photographs', 'state of cleanliness', 'false ceiling', 'timely vendor payments by finance', 'timely issue of transcripts by exam' etc., he said quality improvements in such areas make the life of students, staff and everyone easier. The Committee has made a note of the suggestions made by Dr. S. P. Sahni, and shall project the procedural changes and other quality improvements in the next IQAC meeting.

[Action: Office of the Registrar]

Items for Information

10. The Committee received for information, a copy of the updated objectives, functions and composition of the Internal Quality Assurance Cell. (document QAA/2018/IQAC/7M.6: Annexure 7)
11. The Committee received for information, a copy of revised composition of Internal Quality Assurance Committee for academic year 2018-19. (document QAA/2018/IQAC/7M.7: Annexure 8)
12. The Committee received for information, a copy of UGC Guidelines with regard to promotion of Academic Integrity and Prevention of Plagiarism in Higher Education system in 2018. (document QAA/2018/IQAC/7M.8: Annexure 9)
13. The Committee received for information, a copy of Faculty Handbook for the academic year 2018-19 published by HR. (document QAA/2018/IQAC/7M.9: Annexure 10)

Any Other Business

The Committee agreed to have regular and more Internal Quality Assurance meetings.

Date of next Meeting:

11th February, 2019

Prof. (Dr.) C. Raj Kumar
Chairman

Prof. (Dr.) Y. S. R. Murthy
Member Secretary