Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 31ˢᵗ August 2016 at 12:00 noon in the committee room of the Vice-Chancellor's Office

Meeting of the Internal Quality Assurance Cell (IQAC) was held on 31ˢᵗ August 2016 at 12:00 noon in the committee room V.C.'s Office. Hon'ble Vice-Chancellor authorized the Dean Planning and Teachers' Matters, also the coordinator of the IQAC, H.P. University Shimla to conduct the proceedings of the meeting.

Following members were present:

1.	Prof. A.D.N.Bajpai, Vice-Chancellor, H.P.University	Chairman
2.	Prof. Saraswati Bhalla, Deptt. Of Hindi, H.P.University.	Member
3.	Prof. Neeraj Sharma, Deptt. Of Chemistry, H.P.University.	Member
4.	Prof. D.C.Gautam, Deptt. Of Bio-Sciences, H.P.Univesity.	Member
5.	Prof. Sanju Karol, Deptt. Of Economics(ICDEOL), H.P.University.	Member
6.	Prof. Kamaljeet Singh, Deptt. of Laws, H.P.University.	Member
7.	Prof. Mamta Mokta, Deptt. of Pub. Admn., H.P.University.	Member
8.	Prof. P.K.Vaid, Director (ICDEOL), H.P.University.	Member
9.	Prof. Hari Singh, Deptt. of Phy. Education. H.P.University.	Member
10.	Prof. Amarjeet Singh. Dpett. of Computer Science, H.P.University.	Member
11.	Prof. A.K.Bhatt, Deptt. of Biotechnology, H.P.University.	Member
12.	Prof. O.P.Verma, Deptt. of Commerce, H.P.University.	Member
13.	Prof. Shanti S. Sharma, Librarian, H.P.University.	Member
14.	Dr. Vikas Dogra, Deptt. of Journalism, H.P.University.	Member
15.	Dr. Mukesh Sharma, Incharge,Computer Centre, H.P.University	Member
16.	Prof. J.S.Dhiman, Director, PECC, H.P.University.	Spl. Invitee
17.	Dr. Dhirender Sharma, Incharge, Wide Optical Fibre Network, HPU	Spl. Invitee
18.	Sh. Shashi Dogra, Web-Master, H.P.University	Spl. Invitee
19.	Ms. Devkanya, Alumni, HPU, Communication Officer, SJVN, Shimla	Member
20.	Prof. M.S. Chauhan, Dean, Planning & Teachers' Matters	Member Secy.

Coordinator, IQAC, welcomed the members, and informed that both the External Experts Prof. J.L.Kaul, Vice-Chancellor, HNB Central University, Srinagar, Garhwal, Uttrakhand and Prof. Akshay Aggrawal, Vice-Chancellor, Gujrat Technical Univesity, Ahmedabad have expressed their inability to attend the IQAC meeting due to some unavoidable circumstances. Ms. Manjula Bist, nominated as the student representative whose position has fallen vacant due to the ending of the academic session could also not attend the meeting.

After a thorough deliberation on various issues, the committee resolved as following:

I. AQAR; 2014-15 to be submitted to NAAC

- The committee after discussion and suggestions on some of the points reported in the AQAR recommended the submission of this report to NAAC.

- Further resolved that minimum of two meetings of IQAC must be convened in one academic session. AQAR of the University be submitted to NAAC and uploaded on the University website for access to all stakeholders in the month of December every year.

- It was also resolved that for quality sustenance measures and to make the IQAC more development oriented, it should be established and looked after by an independent coordinator / Director. Dean Planning and Teachers' Matter was asked to take up this issue with the Hon'ble Vice Chancellor.

II. Evaluation of Feed –Back Data and the Recommendations

- Regarding "Teacher Evaluation Feed-Back by Students" the chairpersons of the department be asked to submit a concise evaluative report of the feed-back data to the coordinator of the IQAC. Librarian / In – Charge of the central library be asked to initiate the same procedure.

- Further resolved that a Feed-Back format be prepared with respect to the "Course Contents" and the "Infrastructure" and be circulated to each department for getting the feed back in respect of these two aspects.

III. E-Initiative on Campus

- Shashi Dogra (web administrator) apprised the member about the status of the proposal of the University web-site for people with different abilities. Development of official web site of the university is in progress under the project entitled, "Re-Development of Accessibility Compliant Web Portal of Himachal Pradesh University". This new web portal with the domain name www.hpuniv.ac.in will have 35 sub-sites under its umbrella. The web-portal will be user friendly including features like easy access through mobile universal accessibility, enhance e-governance with improved flow of information between the seeker and the provider.

- It was further informed that a suitable space for People with Different abilities (PWD) has been provided in the central library of the University and the civil work is going on. For this purpose equipments has been purchased and their installation would be made soon after as the civil work of the space is complete.

- Dr. Mukesh Sharma, (In-Charge Computer Centre), reported that the implementation of online computerized University Management System (ERP system) divided into two phases and Phase-I that includes Pre - admission, - examination and results, Fee Management, Examination management System, processing of results, student and employee portal, hostel & mess management, affiliation management, placement management, financial management, etc. have been handled through ERP. Further, he informed that requirement study of the system has been started and the complete system will be effective within a period of six months.

- Dr. Dhirender Sharma, (In –Charge Wide Optical Fibre Network) reported about the connecting and splicing work of optical fibre and installation of active components in various nineteen buildings, including IMS, UIIT, COE wing, Biotech building, Faculty House and all fifteen hostels (Boys and Girls).

- Dean planning and Teachers Matter reported that almost all the teachers of the university have created / opened their "Google Scholar" account.

- Prof. Sanju Karol reported the uploading of FAQs e-book on ICDEOL website.

- Prof. S.S. Sharma (In-charge Central Library) reported that database of 78761 records of the library have been created under SOUL software till date. CCTV cameras setup for the monitoring of library readers, Kiosks Machines installed for the quires of documents available in the library, interactive counters / furniture have been purchased from the RUSA grant sanctioned to the library, during 2014-15. 2,932 Ph.D. theses (9,20,574 pages) have been digitized and the process is still continuing. Process of uploading the theses on Shodhganga and Shodhgangotri is also underway.

IV. Activities Initiated by various Clubs and Societies

It was decided that all 23 clubs and societies be asked to initiate their activities and submit the action taken report of all such activities as done during 2014-15 and 2015-16 in the next meeting of the IQAC.

V. Space Auditing on Campus
- Prof. J.S. Dhiman, Nodal Officer, SC/ST cell, Statistical cell, AISHE, Equal Opportunity Cell (EOC), reported that he has been sanctioned grants from RUSA as well as from UGC to undertake various activities under EOC but to make it functional more effective and result oriented proper space is urgently required.

- Prof. Mamta Mokta (Director Women Study Centre) also apprised the members that a grant of Rs.100,000 sanctioned to undertake gender sensitization activities could not be utilized for the same reasons as expressed by Prof. J.S. Dhiman.

- Prof. Sarswati Bhalla (Dean Languages) also expressed her inability to utilize the grant sanctioned under RUSA to establish a Language lab on the campus for the same reason.

After a through deliberation on these various issues, it was unanimously decided that Dean Planning & Teachers Matter will bring these issues in the notice of the Space Audit Committee of the University and proper space be provided to undertake these activities on priority. However, the members suggested that all these cells be preferably made operating under one roof.

VI. Preparation for 3rd –cycle Accreditation of the University by NAAC Peer Team.

Coordinator, IQAC informed the members that NAAC Peer Team is visiting the University during 3rd to 6th October 2016 for Accreditation (3rd cycle).

VII. Initiatives Proposed for the Academic Session, 2016-17.

i. All faculties / departments be asked to submit the research proposals under UGC- SAP, DST, and to other various funding agencies, and for this purpose office of the Dean Planning and Teachers will extend all possible assistance.
ii. Admission process in all academic programmes of the university should be made on line.
iii. One workshop of duration 5-7 days should be organized in each semester on various important issues related to the higher education either in the HRDC or under the IQAC.
iv. Establishment of Career Guidance and Counselling Cell and central Placement Cell.
v. Waste management, Landscaping and beautification of the campus be given top priority.
vi. All clubs and societies should ensure their active participation on regular basis.

Meeting ended with a vote of thanks to the chair.

-Sd-
Prof. M.S. Chauhan
Member Secretary, IQAC

-Sd-
Prof. A.D.N. Bajpai
(Vice Chancellor)
Chairman, IQAC