

IQAC, PATNA UNIVERSITY

Proceedings of the meeting of the IQAC held on 16.02.2019

A meeting of the IQAC was held on 16.02.2019 at 3 pm in the academic council hall. The meeting was chaired by Prof. Rash Bihari Prasad Singh, Vice Chancellor in the presence of the Director and other members of IQAC (list enclosed). The members reviewed the action taken on the resolutions taken in the last meeting of the IQAC held on 17.12.2018. The action taken report is presented on p. 2. Members discussed on the following agenda and took resolutions.

Agenda:

1. Review of preparation of SSR.
2. Enhancing ICT facility for academic and administrative work
3. Promotion of Resource Generation through Consultancy
4. Development of Centre for Digital Learning
5. Conference/ Workshop/ Seminars/ Symposium etc. To be conducted:
6. Promoting Earn while Learn
7. Annual Assessment of self appraisal of teachers and employees

Action taken report of the IQAC meeting held on 17/12/2018:

| S. No | Resolutions taken in the last meeting | Action Taken |
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| 1 | Submission of IIQA | The IIQA of Patna University was submitted successfully and accepted by the NAAC on 16.01.2019. NAAC has given a time period of 45 days for submitting the SSR. IQAC & NAAC Cell, Patna University decided that the SSR has to be submitted by the 28 th of February. |
| 2 | Review of the Development Projects | The ongoing development projects including plantation within the main campus and Saidpur Campus, Solid Waste Management units, Solar Energy Initiatives, Rain Water Harvesting and LED installation were reviewed. It was observed that the projects need to be expedited so that these can be completed within the timeframe. |
| 3 | Review of the academic progress | (i) Regulation of submission of PhD thesis with anti-plagiarism check was drafted by the IQAC. The regulation was placed in the Academic Council held on 31 st Jan 2019 and approved. The thesis submitted from 01.02.2019 shall undergo mandatory plagiarism check. (ii) The End Semester examination of Sem. I and Sem. III were satisfactorily completed and the evaluation work has started. |
| 4 | Review of the Feedback | Most of the Departments reviewed, analysed and generated reports on the feedback received on prescribed form from students', parents, alumni and teachers. The reports submitted were received by the NAAC office and reviewed. The reports were placed in the Academic Council held on 31 st Jan 2019 and approved. |
| 5 | Modernisation of various units of Patna University | No work has been initiated in this regard. Reminder to be given. |
| 6 | Cleanliness drive in various units of Patna University | IQAC received verbal information regarding Cleanliness drive in various units. However, written reports not received. Reminder to be given to submit reports. |
| 7 | Review of the draft of the code of conduct | Code of conduct for teachers, officers and staff members were drafted by the IQAC and placed in the Academic Council on the 31 st of January and was approved. |
| 8 | Monthly report from all departments, colleges and sections | Reminders to be sent as only few departments are sending report regularly. |
| 9 | Reconstitution of IQAC | The IQAC was reconstituted and notified vide Patna University memo no.AC/R/1947 dated 19.12.2018 |
| 10 | Conference/ Workshop/ Seminars/ Symposium etc. | Members expressed satisfaction on organizing two important workshop /seminar were conducted: I. Workshop on NAAC Awareness Programme on 21 st Jan 2019 at Wheeler Senate House, Patna University II. Seminar on Blueprint of Higher Education of Bihar on 4-5 February 2019 at the Rajendra Mandapam, Rajbhawan, Patna |

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Resolutions of the IQAC meeting held on 16.02.2019

1. The members reviewed the preparation of SSR and expressed satisfaction. It was resolved that the SSR to be submitted by the due date.

2. The members resolved the ICT facility for academic and administrative work be further enhanced. The following resolutions were taken:

- I. The PUCC be upgraded. Procuring a new UPS for the PUCC.
- II. Procuring a new UPS of capacity 2 KW for IQAC & NAAC cell
- III. Smart classrooms to be set up for all Science, Social Science, Commerce and English departments

3. Promotion of Resource Generation through Consultancy:

The committee resolved that university departments be directed to start Tutorial classes for NET and other competitive examinations at nominal rates. The rates will be different for students other than Patna University.

4. Development of Centre for Digital Learning:

The IQAC resolved that the Digital learning be further enhanced. For this a new Lecture Capturing Studio be set up in the University Library.

5. Conference/ Workshop/ Seminars/ Symposium etc. to be conducted:

The IQAC resolved to conduct the followings:

- i. Workshop on using J Gate and other resources available on Digital Platform
Convener: Prof. Incharge Library,
Coordinator : Dr Ashok K Jha, Asstt. Librarian, PU Library (Inchage)
- ii. Conference on water quality by the Zoology Dept and Environmental Sc. and Management

6. Promotion of Earn while Learn scheme

The members resolved that 'Earn while Learn scheme' be promoted. It was decided that


- i. A Photography Cell be established in the PU library, where students can do the job of the university and its associated units at nominal rate.
- ii. The students of M.Lib Sc. will be involved in the digitization work of PU library. They will be paid @ Rs. 1000/- only per month.

7. Annual Assessment of self appraisal of teachers and employees:

The members discussed and resolved that the all teaching as well as non teaching staff be asked to submit the annual appraisal by 31st March 2019 for the year 2018.

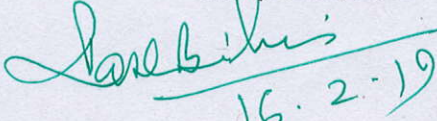
8. Monthly report departments/ centres/ institutes/ sections:

All departments/ centres/ institutes/ sections will be directed to submit the monthly report regularly in the prescribed format. The report must be submitted by the 1st week of next month.


Director, IQAC

Date : 16/02/2019

Chairperson, IQAC


16.2.19