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100 years of Excellence  
पटना विश्वविद्यालय  
PATNA UNIVERSITY

O/C

### NOTICE

### NAAC CELL, PATNA UNIVERSITY

**Subject:- IQAC Meeting.**

A meeting of the IQAC will be held on 17<sup>th</sup> December 2018 at 12.30 pm in the Academic Council Hall, Patna University to review the documents to be upload for IQA and preparation of SSR. All members are requested to attend the meeting.

**Agenda:-To review the documents to be upload for IQA and preparation of SSR.**

By the order of the Vice Chancellor

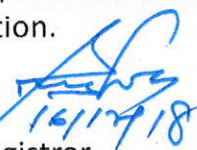
Yours faithfully,

  
16/12/18  
Registrar  
Patna University

Memo no. Ac/naac/1908

Patna, 17<sup>th</sup> Dec 2018

Copy forwarded to :- (1) All Members of IQAC, (2) All Officers, P.U. (3) Coordinator, NAAC, P.U. (4) Secretary to Vice-Chancellor, P.U., (5) P.A. to Pro Vice Chancellor, P.U., (6) P.A. to Registrar, P.U., (7) Incharge PUCC, to upload the proforma on the P.U. Website (8) S.O. Academic, P.U. for information and necessary action.


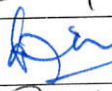
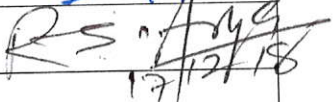

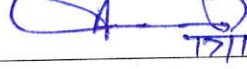
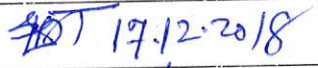

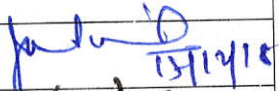
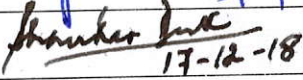
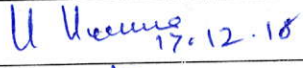


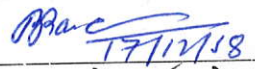

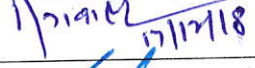
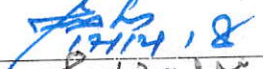

  
16/12/18  
Registrar  
Patna University

## Internal Quality Assurance Cell (IQAC) Patna University

A Meeting of the IQAC was held on 17.12.2018 at 12:30 pm in the Academic Council Hall, Patna University under the chairmanship of the Hon'ble Vice Chancellor Prof. Rash Bihari Prasad Singh.

The following members were present in the meeting:

### I. Members IQAC

Sl.No.	Name	Signautre
1	Prof. Rash Bihari Pd. Singh, Vice Chancellor, Patna University	 17.12.18
2	Prof. Dolly Sinha, Pro-Vice Chancellor, Patna University	 17.12.2018
3	Prof. R. S. Arya, Dean Faculty of Humanities	 17/12/18
4	Prof. P.K. Poddar, Dean Faculty of Social Sciences	
5	Prof. Radhakanv Prasad, Dean Faculty of Science	 17/12/2018
6	Prof. Ashok Kumar Singh, Dean Faculty of Commerce	 17/12/18
7	Prof. Khagendra Kumar, Dean Faculty of Education	
8	Dr. Md. Sharif, Dean Faculty of Law	
9	Prof. N. K. Jha, Dean Student's Welfare	 17.12.2018
10	Prof. B. K. Mishra, Former Dean Faculty of Science- External Member	 17.12.18
11	Sri Shailesh Srivastava, Senior Technical Director, NIC-External Member	
12	Sri KPS Kesri Chairman, Bihar Industries Association- External Member	
13	Padmashri Dr. J.K. Singh, Director, SS Cancer Hospital and Research Centre, Kankarbagh, Patna-External Member	 15/12/18
14	Prof. Shanker Ashish Dutt, Head Department of English- Member	 17-12-18
15	Prof. Usha Verma, Head Department of Geography, Patna University-Member	 17.12.18
16	Prof. B.G. Prasad, Head Department of Mathematics, Patna University-Member	 17/12/18
17	Prof. Kriteshwar Prasad Pro-VC, Nalanda Open University	
18	Prof. Jawed Hayatt, Head Departmnt of Urdu, Patna University-Member	 17/12/18
19	Dr. Birendra Prasad, Department of Botany and Co- ordiantor, Biotechnology, Patna University-Member	 17/12/18
20	Dr. Sunita Roy, Head Department of PMIR, Patna University-Member	 17/12/18
21	Financial Advisor, Patna University-Member	 17/12/18
22	Registrar, Patna University-Member	 17/12/18
23	Proctor, Patna University- Member	 17.12.18

24	Finance Officer, Patna University- Member	
25	Dr. A.L Chakraborty, B. & A.O., Patna University-Member	Chakraborty 17/12/18
26	Librarian/Prof. In-Charge, P.U. Central Library, Patna University-Member	17/12/18
27	In-Charge, Patna University, Computer Centre-Member	17/12/18
28	University Engineer, Patna University-Member	17/12/18
29	Development Officer, Patna University-Member Secretary	

**II. Invited Members**

1	Dr. N. Zaman, Dy. Registrar	17/12/18
2	Dr. Sandeep K. Garg	17/12/18
3	Dr. Sovan Chakraborty	Sovan Chakraborty 17/12/18

**Patna University**  
**Internal Quality Assurance Cell (IQAC)**

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**Minutes of the IQAC Meeting**

A meeting of the **IQAC** was held on 17.12.2018 at 12:30 pm in Academic Council Hall, Patna University under the Chairmanship the Hon'ble Vice Chancellor Prof. Rash Bihari Prasad Singh, in the presence of IQAC Director. The following agenda were discussed and resolutions were taken:

**Agenda:**

1. Progress of the IQA and the SSR
2. Review of ongoing development projects
3. Review of academic progress
4. Review of feedback
5. Modernization of various units of Patna University
6. Cleanliness drive in various units of Patna University
7. Review of the draft of the Code of Conduct, Patna University
8. Monthly reports from all Departments/Colleges/Sections
9. Re-constitution of the IQAC

**The following members were present:**

1. Prof Rash Bihari Prasad Singh, Vice Chancellor (Chairman)
2. Prof. Dolly Sinha, Pro Vice Chancellor (IQAC Director)
3. Prof. R.S.Arya, Dean, Faculty of Humanities (Member)
4. Prof. Radha Kant Prasad, Dean, Faculty of Science (Member)
5. Prof. Ashok Kumar Singh, Dean, Faculty of Commerce (Member)
6. Prof. N.K.Jha, Dean, Students' Welfare (Member)
7. Prof. B.K.Mishra, Former Dean, Faculty of Science (Member)
8. Prof. Shanker Ashish Dutt, HOD, English (Member)
9. Prof. B.G.Prasad, HOD, Mathematics (Member)
10. Prof. Jawed Hayat, HOD, Urdu (Member)
11. Dr. Birendra Prasad, Dept. of Botany (Member)
12. Dr. Sunita Roy, HOD, PMIR (Member)
13. Dr. Usha Verma, HOD, Geography (Member)
14. Sri C.R.Deegwal, Financial Advisor (Member)
15. Col. Manoj Mishra, Registrar (Member)
16. Dr. G.K.Palei, Proctor (Member)
17. Dr. A.L.Chakraborty, B & A.O. (Member)
18. Dr. K.P.Singh, Incharge, Computer Centre (Member)
19. Sri Ritesh Kumar Sinha, University Engineer (Member)

**Proceedings of the Meeting:**

**I. Action Taken Report:**

Sl. No.	Resolutions of the Last Meeting	Action Taken
3.	Certification of documents for IIQA	Registrar has certified the documents
4. a)	Replacement of conventional bulbs by LEDs	University Works Department has been directed to replace the conventional bulbs by LEDs.
b)	Establishment of central instrumentation facility	University Works Department is preparing the DPR to be sent to State Govt. for requisite financial support.
c)	Formulation of consolidated research vision of the University	Consolidated research vision of the University has been prepare which will be placed in the next academic Council Meeting for approval.
d)	Yearly assessment of departmental research work by external expert	IQAC has submitted a letter to Registrar to expedite the work.
e)	Installation of Anti plagiarism software	Patna University has notified to accept Ph.D. thesis only after plagiarism check after jan, 1, 2019. Our MoU with INFLIBNET has been approved so that UGC will make available the URKUND software for free anti plagiarism check.
f)	Exchange programme for teachers, research scholar and students with other Universities of repute	Registrar, Patna University has been requested: To initiate steps for the exchange programme for teachers, research scholar and students with other Universities of repute.
g)	Reward to the teachers having international/national, State level awards	Registrar, Patna University has been requested: To make provision for the reward to the teachers having international/national, State level awards.
h)	Installation of fine extinguishers	Registrar, Patna University has been requested: To install fine extinguishers
i)	Awareness programme on health education	Dr.Anju Srivastava, Head of the Department, Home Science, has been issued a letter for initiating awareness programme on health education.
j)	Installation of sanitary pad disposal machine	DSW has been issued a letter for the installation of sanitary pad disposal machine at Girls Hostels.
k)	Automation of Central Library	Tendering has been also for the automation of Central Library

I)	Workshops to be organised	NAAC Awareness workshop to be conducted for 50 Colleges situated in and around Patna on January 10 <sup>th</sup> 2019.
		Other Workshops will be organized during Jan- Feb 2019.

## II. Resolutions:

On the basis of the discussion held in the meeting, the IQAC members unanimously resolved the following:

1. The IQA would be uploaded by 20 December, 2018.
2. The University Engineer was directed to expedite the incomplete projects at the earliest.
3. Academic progress in all programmes being found satisfactory, all examinations would be held as scheduled earlier.
4. The Heads of Department will submit the analytical reports on the feedback submitted by the parents, the teachers and the alumni to the IQAC by Jan 10, 2019. The students' feedback would be made on-line.
5. The DPR prepared for modernization of all sections of the Patna University Office would be reviewed and necessary work would be initiated soon.
6. The cleanliness drive at various units and sections of the Patna University main office would further be improved.
7. It was resolved that the Code of Conduct for the Vice Chancellor, Pro Vice Chancellor, Officers, Teachers, Students and Staff prepared by the Committee is approved.
8. It was resolved that all units – College, University Departments, Centers, Institutes and all sections of Patna University Office – would submit respective monthly reports in the first week of the next month on the format given by the Raj Bhawan Secretariat for the monthly Vice Chancellor's Meet.
9. The committee resolved to include two student-representatives in the IQAC –
  - i) The President of the PUSU 208-19, Sri Mohit Prakash
  - ii) Ms Shambhavi Singh, M.Sc. (Statistics), Sem-III, on the basis of highest marks obtained in Sem-II.
10. The committee further resolved that some members who had not been attending IQAC meeting on regular basis might be relieved, and the revised IQAC be constituted.

The members expressed satisfaction over the tendering of the University Management Information System (UMIS) also, and over the fact that the tender for the Library Automation System has been advertised.

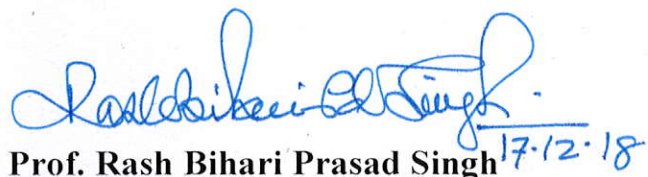
With these discussions and resolutions the meeting was concluded with a positive note.



17.12.2018

**Prof. Dolly Sinha**

**IQAC Director,  
Patna University,  
Patna.**



17.12.18

**Prof. Rash Bihari Prasad Singh**

**Vice Chancellor,  
Patna University,  
Patna.**