

Dr. Rammanohar Lohia Avadh University, Ayodhya

Internal Quality Assurance Cell (IQAC)

A meeting of IQAC was held on 03-March-2022 at 1:00 pm in the Meeting Hall-I of Kautilya Prashasnik Bhawan of Dr. Rammanohar Lohia Avadh University, Ayodhya to review/ discuss the quality measures for academic / administrative improvement in the university campus and affiliated colleges (Point 1-Point 22).

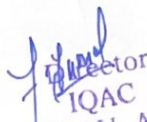
Following members were present:

Chairman	Prof. Ravi Shanker Singh Vice Chancellor	<i>Rsingh</i> 3.3.22
Director	Prof. Farrukh Jamal, Department of Biochemistry	<i>F. Jamal</i> 03.03.2022
Members	Prof. Sant Saran Mishra Department of Mathematics & Statistics	<i>S. S. Mishra</i> 03/03/2022
	Prof. Shailendra Kumar, Department of Microbiology	<i>S. Shailendra</i>
	Prof. Neelam Pathak Department of Biochemistry	<i>Neelam Pathak</i> 3/03/2022
	Prof. Anup Kumar Department of Adult & Continuing Education	<i>Anup</i>
	Dr. Vinod Kumar Chaudhary Department of Environmental Sciences	<i>V.K. Chaudhary</i>
Senior Administrative Officer	Shri Umanath	<i>UO</i> 3.3.22
Administrative Officer	Mr. Mohd. Sahil	<i>MS</i> 03.03.2022
Member External	Prof. R. N. Kharwar	
	Prof. B.K. Singh, Coordinator IQAC, BHU	
Member Secretary	Director, IQAC	<i>F. Jamal</i> 03.03.2022
	Dr. Abhishek Singh, Department of Maths & Statistics	<i>Abhishek</i> 03.03.22

Sr. No.	Agenda	Remarks/ Decisions
1.	To review the implementation of last meeting held on 07/07/2021	<p>a- The departments have been reformed/ suggested to constitute Departmental IQAC with Head/ Coordinator as its Chairman.</p> <p>b- State Government has provided projects under R&D scheme to several faculty members in Major and Minor Research Schemes.</p> <p>c- Faculty members have also received grants from DST.</p> <p>Registrar: Circulate a letter in respect of 'a'</p>
2.	To review the NIRF Data Submitted by Dr. Rammanohar Lohia Avadh University and identify the areas of concern for improvement of National Ranking.	<p>a- Measures to be taken by Placement Cell to promote & encourage the placement of students.</p> <p>b- Data of upward movement as well as GATE qualified candidates have to be collected and recorded.</p> <p>Registrar: Notice to Placement Cell & all HoD of IET for record keeping of data.</p>
3.	To take measures so as to improve the visibility of the publications of the faculty members in the Web of Science published the teaching faculty of the university.	<p>a- Author affiliation of this university have to be made uniform and circular in this regard has been circulated on 23-02-2022 for implementation.</p> <p>b- A communication in this regard has to be done to web of science to include and merge different affiliations for increasing the visibility of publications.</p> <p>IQAC: Compile data with google form & communicate to web of science for merging.</p>
4.	To give impetus to Research in the campus by making provisions for Contractual Faculty to be engaged as Ph.D. Supervisors in Departments with Self Financing Programs.	<p>Ordinance for Ph.D.-2021 to be implemented with Common Entrance Test-2021 approved by Executive Council / Chancellor has been brought into effect in which provision for contractual faculty to act as supervisor has been stated. The university has included 26 new Supervisors from contractual faculty of different self-financing programs.</p> <p>Academic Section: List to be placed on university website www.rmlau.ac.in</p>
5.	To promote Innovations and establishment of Incubators by signing of MoUs with universities / institutions having established Incubators	<p>a- Space allocation for Innovation & Incubation is provided in the CIF till the construction of a dedicated building.</p> <p>b- MoU to be signed with Foundation for Innovation & Research in Science & Technology, IIT Kanpur which will facilitate the registration of the "Awadh Incubation Hub" (AIH) as a company under Section 8 of Company Act, 2013.</p> <p>c- Board of Directors have to be appointed by the Vice Chancellor.</p>


 Director
 IQAC
 Dr. RMLAU, Ayodhya

		<p>d- Above conditions will facilitate the registration of the AIH on government portal.</p> <p>Registrar: Order for Space allocation for Incubator/ MoU Signed & Board of Directors proposal to be initiated by Coordinator-Incubator.</p>
6.	To compile the publications of faculty members for publishing a Research Compendium as per the directions of Secretariat, Governor of Uttar Pradesh.	<p>Five-year publication data of faculty members with affiliation of this university commencing from (Jan 01, 2015-Dec 31, 2021) will be compiled and published digitally as well as hosted on university website.</p> <p>IQAC: Team to collect & compile data for digital publication.</p>
7.	To promote consultancy services in the campus.	<p>a- Policy document is to be drafted and approved by the statutory bodies.</p> <p>b- Constitution of a committee with is required that would complete the task in minimum stipulated time frame.</p> <p>Registrar: High powered committee for timely winding up the consultancy policy draft.</p>
8.	To hold meeting with the student community in the campus and take feedbacks on relevant issues.	<p>a- Dean/ Directors / Heads/ Coordinators are to be apprise of this structured feedback system. They must encourage the students of their department to fill the form which can be taken up in subsequent meetings with the students.</p>
9.	Collection of Rare Manuscripts in the Central Library of the university	<p>Librarian of the university must submit a proposal making budgetary provision for procurement of rare manuscripts.</p> <p>Librarian: Submit a proposal to Registrar for budget allocation for this purpose.</p>
10.	Evaluation of the progress of Contractual Faculty in the university campus.	<p>Contractual faculty progress is being evaluated by the Vice Chancellor on one-to-one basis and necessary directions are given to them for their academic improvement.</p> <p>IQAC: Final report is to be submitted to VC</p>
11.	Apprising the Affiliated Colleges to prepare themselves for accreditation from NAAC	<p>a- Colleges to be segregated on the basis of student strength. These colleges will be encouraged to take up Provisional Accreditation (PAC) & NAAC.</p> <p>b- A dynamic portal will be created on the university website in which colleges can feed their IQA/SSR and submit the hard copy to IQAC of the university.</p> <p>c- IQAC will meet and decide the level of improvement required along with a visit to the HEIs.</p> <p>d- A committee comprising of IQAC members will visit the aforesaid institution and provide a report to them as: Good/Satisfactory/Unsatisfactory.</p>


 Director
 IQAC
 Dr. RMLAU, Ayodhya

		Registrar to EDP: College segregation on the basis of student strength/ developing & hosting format for PAC on university portal
12.	Database of Publications from affiliated colleges and university	Proforma has been designed and provided to EDP through Registrar for developing a digital platform for this purpose and intimate the principal of college through college login portal that only the approved teachers must submit their data in this format. Registrar to EDP: Proforma provided to EDP. Subject is to be expedite.
13.	Establishment of ERP (Enterprise Resource Planning) in the campus.	A presentation for setting up ERP in the campus will be done by TCS on March 09, 2022. Meeting fixed for March 09, 2022 at 2:00 pm in the EDP for Digital Campus & Digital Learning.
14.	Establishment of Financial Management System (FMS) in the Accounts Section of the university	A presentation for setting up FMS will be done on April 09, 2022. Meeting fixed for March 09, 2022 at 2:00 pm in the EDP for Digital Campus & Digital Learning.
15.	Detailed Data of Ph.D. awarded to the students of this university to be released annually	The details of the students that have been awarded PhD from this institution will be released by the Registrar on the occasion of every Convocation. Registrar to Academics: Annual PhD awarded to candidates of Dr. RMLAU must be prepared before convocation & hosted on website.
16.	Expansion of Smart Classrooms to various other departments	<ul style="list-style-type: none"> a- Proposals are invited by the Heads/ Coordinators of various departments for smart classroom set up. b- As a policy matter Finance Officer must allocate budget so that at least there is one such set up in each department including the constituent colleges. c- Annual Maintenance Contract (AMC) must be ensured by Registrar / AE so as to keep the equipments functional. Registrar/ Finance officer: Budgetary provisions for smart classrooms & AMC to be done in the current budget proposal.
17.	Networking to be strengthened	Committee has been constituted to look in the flaws of networking and ensure that arrangement must be done so that campus is not only wi-fi but also have high speed internet if offices/library/faculty chambers.
18.	Provision of Seed Money to faculty members depending upon the relevance of projects/ novel ideas	Budgetary provision has to be made for providing seed money for research to young and newly recruited faculty members. This seed money will be provided to only one/ two faculty members depending upon their research interest/ feasibility. Such provisions are on the sole discretion of Vice Chancellor. IQAC: Place a proposal to Registrar so as to make provisions in the university budget.


 Director
 IQAC
 Dr. RMLAU, Ayodhya

19.	Provision for Publication Charges in Journals	Articles that are of sufficient quality and in high impact journals will be considered for partial payment as reimbursement. Author contribution must be 70% and 30% claim may be reimbursed depending upon its quality assessment by the IQAC committee based on the recommendation by the Dean of that Faculty. <u>IQAC: Place a proposal to Registrar so as to make provisions in the university budget.</u>
20.	Vehicles of the staff and faculty members to be tagged with monogram issued by the Proctorial office.	Security reasons and to check unauthorized trespassing in the campus faculty/administrative staff must be provided a university monogram for this purpose. Chief Proctor of the university will issue such monograms based on his requirements. <u>Registrar to Chief Proctor: A letter in this regard along with Budgetary provisions.</u>
21.	Character Certificate to be digitalized	Character certificate will be issued along with the degree. This has to be digitalized and online application must be submitted along with the final year marksheet/ degree. Registrar/ EDP will discuss and decide the procedure for the same. <u>Registrar to EDP: Formulate the procedure for the same and execution thereafter.</u>
22.	Online application of leave to be made mandatory	University has Online Leave Application system. Prof.-Incharge EDP will have to train the faculty for the procedures. Any short comings in this online leave application will be rectified after discussion. <u>Prof. In Charge EDP: Fix a demo meeting with the concerned faculty members and administrative staff.</u>

[Signature]
 Director IQAC
 IQAC
 Dr. RMLAU, Ayodhya

[Signature]
 3/3/22
Prof. Ravi Shanker Singh
 Vice-Chancellor
 Dr Rammanohar Lohia Avadh University
 Ayodhya (UP) - 224001