



**SANT BABA BHAG SINGH
UNIVERSITY**

Vill. Khiala, P.O. Padhiana, Distt. Jalandhar- 144030
0181-2711163, Fax: 0181-2711555

www.sbbsuniversity.ac.in

Ref. No.: SBBSU/IQAC/AQAR/23/42

Dated: 14/Sept/2023

**Proceedings of the meeting
of
Internal Quality Assurance Cell**





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Date: 09-09-2023

Time: 02:00 PM

Venue: Group Discussion Room

Agenda of the meeting

1. Role/ Responsibilities of IQAC in SBBS University
2. New Webpage of IQAC
3. Outcome based Education & Implementation of Attainment from 2023-24 onward batches
4. Faculty Professional/ Academic Development Initiatives
5. Status of feedback responses
6. Faculty Research Promotion Policy @ SBBS University
7. Library automation
8. Purchase of new books& renewal of print/esubscriptions in library
9. Examination automation
10. Planning of Alumni Meet
11. E-content development
12. Extension activities
13. Consultancy initiatives
14. Functional MoUs
15. Website Review
16. Others





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Members Present:

Sr. No.	Name	Designation/Role
1	Dr. Aneet Kumar	Dean Academics
2	Dr. R.S. Pathania	Director Sports
3	Dr. Shweta Singh	Associate Professor & Dean UIS
4	Dr. Nisha Sharma	Associate Professor & Dy. Dean UIS- Special Invitee
5	Dr. Jagdeep Kaur	Associate Professor & Dy. Dean UIET
6	Dr. Ajay Kumar Pathania	Associate Prof. & Deputy Dean UICM
7	Dr. Pooja Bali	Associate Professor & Dy Dean UIL
8	Mr. Roop singh	Controller of Examinations & Deputy Registrar/COE
9	Mr. Jagteshwar Singh	Assistant Professor in ME & Training & Placement Officer
10	Dr. Vivek	Assistant Professor Life Sciences & Member IQAC
11	Dr. Kiranjit Kour Bali	Librarian- Special Invitee
12	Mr. Lovepreet Negi	COD Commerce & Director H.R.- Special Invitee
13	Dr. Saurabh Sharma	Assistant Professor (CSA) & Assistant Director R & D-
14	Dr. Varinderjeet Singh	Assistant Professor & COD Management
15	Ms. Parampreet Kaur	Alumni & Software Developer
16	Dr. Anju Sood	Associate Professor of Mathematics & Director IQAC



Dr. Anju Sood- Director IQAC, SBBS University welcomed and introduced all the members present in the meeting. Then agenda of the meeting was elucidated. The following points were deliberated/decided in the meeting:

1. Role and Responsibilities of IQAC in SBBS University:

- Dr. Anju Sood initiated the meeting by highlighting the importance of IQAC's role in ensuring quality assurance in SBBS University. She emphasized the need for IQAC to continuously monitor and improve academic and administrative processes. The documents pertaining to:

**NAAC guidelines of Annual Quality Assurance Report- AQAR (Annexure -I) &
UGC-Regulation_min_Qualification_Jul2018(Annexure-II)**

were brought into the notice of all the present in support of the discussions.

2. New Webpage of IQAC:

- The committee discussed the need to update the university's IQAC webpage to reflect the latest developments and to align it with the best practices of other universities. The responsibility for this task was assigned to website developer Ms. Parampreet Kaur. The new webpage initiated by IQAC, and that is in the process of updation was shown to IQAC members via projector screen.

3. Outcome-Based Education and Implementation of Attainment from 2023-24 onward Batches:

- The committee reviewed the progress in implementing outcome-based education and the attainment of learning outcomes. It was decided that regular reviews and assessments would be conducted for the 2023-24 batches to ensure attainment with the desired outcomes. All Deans/Dy Deans were asked to ensure the correctness of the COs/POs/PSOs of all the Programmes/Courses under their respective purview.

Controller of Examinations was entrusted to ensure the implementation of new format (revised in view of OBE and shared with Examination Cell) of MSE Examination w.e.f. current session

- The following link for the software developed by IIT Kharagpur to design and develop learner-centric curricula, suitable for outcome-based learning was shared in the meeting:



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- i. http://www.ide.iitkgp.ac.in/Pedagogy1/pedagogy_main.jsp

4. Faculty Professional/Academic Development Initiatives:

a. The six-month plan of lectures/seminar series for teaching faculty, prepared by IQAC and presently submitted with the O/o Registrar for approval, was revealed in the meeting.

b. The utilization of NPTEL/SWAYAM courses for faculty development was discussed by exploring following useful weblinks:

- i. https://onlinecourses.nptel.ac.in/noc23_ge46/preview

- ii. https://www.linkedin.com/posts/nptel_onlinecourse-certification-ugcPost-7092445000847814656-GD8-?utm_source=share&utm_medium=member_ios

c. Equivalence of NPTEL courses with regular Faculty Development Programs (FDP) was considered and explained by Dr. Anju Sood by showing the AICTE notification dt. 3rd Aug 2018 (Annexure-III)

5. Status of Feedback Responses (from All Stakeholders):

- The committee reviewed the feedback responses from various stakeholders and discussed the necessary actions to address the feedback. The stakeholders were requested to complete the process at the earliest so as the analysis of the feedback could be done on time.

6. Faculty Research Promotion Policy @ SBBS University:

- Dr. Anju Sood discussed the proposed Faculty Research Promotion Policy@ SBBSU, and the committee members provided their inputs and suggestions for effective implementation.

7. Library Automation:

- The status of library automation was discussed, and it was decided to expedite the process for better access to resources. Librarian will ensure the full automation of the library.

8. Purchase of New Books & Renewal of Print/e- subscriptions in Library

- The committee discussed the need for purchase of new books/journals in the university library and recommended specific areas of focus. The task for seeking requisite recommendations from concerned departments and to process for the stated purchase was allocated to the Librarian, SBBSU.





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- The librarian was asked to ensure the renewal of Print/e- subscriptions (if due).

9. Examination Automation:

- Progress in the automation of examination processes was discussed, and necessary steps were identified for smoother implementation. Mr. Roop Singh (Additional Controller of Examination) will oversee the progress.

10. Planning of Alumni Meet:

- The committee discussed plans for organizing an alumni meet and assigned responsibilities to Dr. Sarla Nirankari (Incharge Alumni) for its successful execution.

11. E-Content Development:

- The committee discussed the ongoing and future e-content development projects. Dr. Aneet Kumar (Dean Academics and Head e-content development committee) was requested to take the necessary steps.

12. Extension Activities:

- Updates on extension activities were shared, and further plans were discussed. All departments were to ensure extension activities in different areas, keeping in mind the SOP of NAAC manual. It was also decided that a separate meeting shall be conducted with all Deans in this regard.

13. Consultancy Initiatives:

- The committee reviewed ongoing consultancy initiatives and explored opportunities for new collaborations. Consultancy cell convenor Dr. Amrinder Singh (in absentia) was instructed to explore various areas of consultancy work. All Deans were requested to look for the possible avenues.

14. Functional MoUs:

- The status of existing MoUs was reviewed, and discussions were held on potential new partnerships. Non-functional MoUs should be renewed and reviewed by the respective departments/offices. It was decided that the undersigned shall share the current statuses of MoUs with all Deans and offices.



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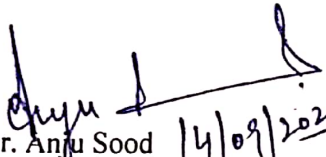
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15. Website Review:

- It was decided that each institute/office would review the university website for possible amendments/additions related to their operational areas, including e-content and the Agromet Observatory link. All Deans to ensure that the website must be up to date.

16. Other Issues:

- The committee discussed various other issues, including the revised/updated internal committee list, IQAC members' workload, and the role of the Office of Research and Development in research promotion.


Dr. Anju Sood 14/09/2023
(Director, IQAC)

Cc:

1. Hon'ble Secretary, SBBSU (for kind information, please)
2. Hon'ble Vice Chancellor, SBBSU (for kind information, please)
3. Registrar-via email
4. Dean Academics-via email
5. Director Sports -via email
6. Director R & D-via email
7. Controller of Examinations-via email
8. Deans/ Dy. Deans-via email
9. CFAO-via email
10. Library-via email
11. Admission Cell-via email
12. IQAC members-via email
13. Website incharge-to upload on website's IQAC page
14. Office copy

