

Minutes of the meeting of the Internal Quality Assurance Cell held on 17.12.2019 at 03:30 PM in the Board Room (3rd Floor), Ambedkar Bhawan of the University.

The following were present:

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| 1. Prof.D.P.Singh, Director, IQAC | Chairman |
| 2. Prof. Sunita Mishra | Member |
| 3. Prof. S. Victor Babu | Member |
| 4. Prof. Shashi Kant Pandey, OSD Amethi Campus | Member |
| 5. Prof. Sanjay Kumar Dwivedi | Member |
| 6. Prof. B.C. Yadav | Member |
| 7. Prof. M.S. Khan | Member |
| 8. Shri Ram Nivas Jain | Member |
| 9. Prof. Shilpi Verma | Special Invitee |
| 10. Mr. Akhilesh Chandra Maurya, Alumni representative | Special Invitee |
| 11. Mr. Akash Kumar, Alumni representative | Special Invitee |
| 12. Ms. Garima Chauhan, Student representative | Special Invitee |
| 13. Mr. Bhanu Pratap, Student representative | Special Invitee |

At the outset, Prof. D.P. Singh, Chairman welcomed the Chairman, all the members of the Committee and special invitees. He thanked all for sparing their valuable time to attend the meeting.

After the brief introduction by Director, IQAC, the agenda items were taken up.

Agenda Item No. 1: Confirmation of Minutes of the IQAC committee meeting held on 27th November, 2019.

Resolution : Minutes of last meeting of IQAC committee (attached as per Annexure 'I') held on 27th November, 2019 were confirmed. Action Taken Report of the resolution of the minutes of the meeting held on 27th November, 2019 is attached herewith as per Annexure 'II'.

Agenda Item No. 2 : To consider and approve the AQAR data compiled for the Year 2014-2015, 2015-16, 2016-17, 2017-18 and 2018-19.

Resolution: IQAC committee approved the AQAR data for the Year 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19 for its further processing.

Shri Ram Nivas Jain, External Member has suggested that there must be provision of incentive for project investigator and Ms. Garima Chauhan, Student Representative has suggested that NET qualified research scholar of the department should be engaged in PG teaching and practical classes at least for one semester in the respective department and certificate may also be issued in this regard.

Both the proposal were accepted by the IQAC for its implementation.

Meeting ended with the vote of thanks to the Chair

SP Singh, Sunita Mishra, S. Victor Babu, Shashi Kant Pandey, Sanjay Kumar Dwivedi, B.C. Yadav, M.S. Khan, Shri Ram Nivas Jain, Shilpi Verma, Akhilesh Chandra Maurya, Akash Kumar, Garima Chauhan, Bhanu Pratap

- I. **Curricular Aspects**
 - Prof. Priti Saxena
 - Prof. Shilpi Verma
- II. **Teaching-Learning and Evaluation**
 - Prof. Ram Chandra
 - Prof. Sanjay K. Dwivedi
- III. **Research, Innovation and Extension**
 - Prof. Shubhini A. Saraf
 - Prof. Kaman Singh
- IV. **Infrastructure and Learning Resources**
 - Prof. Sanjay K. Dwivedi
 - Prof. Ram Chandra
- V. **Students Support and Progression**
 - Prof. Shilpi Verma
 - Prof. Priti Saxena
- VI. **Governance, Leadership & Management**
 - Prof. B.N. Dubey
 - Prof. Shubhini A. Saraf
- VII. **Institutional Values and Best Practices**
 - Prof. D.P. Singh
 - Prof. R.A. Khan

The above mentioned sub-committees may take the help of Assistants working in their Departments for typing, compilation and other related works, if required.

Agenda Item No. 3:

Director, IQAC apprised the members about the Report of the NAAC Performance Appraisal Committee team visit from November 18 to 22, 2019 to assess the preparation of the departments regarding the NAAC 2020. He apprised the members about the shortcomings in AQAR data of various departments found by the committee during its visit and suggestions made by the committee for strengthening of the departments.

Director, IQAC informed that all the Heads of the Departments have already been requested to furnish the updated / revised AQAR data to IQAC in line with the suggestions made by the committee latest by November 29, 2019.

The members of the IQAC suggested about the need of forming various committees for smooth functioning and strengthening of various departments / sections. The Hon'ble Chairman of the IQAC supported the need of forming committees and accordingly, it was resolved to constitute the following committees:

Administrative Reform Committee

- 1. Prof. S.D. Sharma
- 2. Prof. Priti Saxena
- 3. Prof. Kushendra Mishra

Chairman
Member
Member

Handwritten signatures and initials:
 - A large signature on the left side of the Administrative Reform Committee list.
 - A signature above the word "Chairman".
 - A signature above the word "Member".
 - A signature above the word "Member".
 - A signature on the far right side of the page.
 - Initials "AP" and "SK" near the bottom center.
 - A signature "Sant" near the bottom center.
 - A signature "Mishra" near the bottom center.
 - A signature "Sharma" near the bottom center.
 - A signature "Saxena" near the bottom center.
 - A signature "Kushendra" near the bottom center.

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| 4. Prof. Arbind Kumar Jha | Member |
| 5. Controller of Examination | Member |
| 6. Finance Officer | Member |
| 7. Registrar | Member Secretary |

Placement Cell

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|----------------------------|------------------|
| 1. Prof. M.S. Khan | Chairman |
| 2. Prof. Govind Ji Pandey | Member |
| 3. Prof. D.R. Modi | Member |
| 4. Prof. Sanjay K. Dwivedi | Member |
| 5. Prof. R.A. Khan | Member |
| 6. Prof. B.N. Dubey | Member Secretary |

Community Engagement Cell

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|-----------------------------|------------------|
| 1. Prof. Naveen Kumar Arora | Chairman |
| 2. Prof. Shilpi Verma | Member |
| 3. Dr. Rachna Gangwar | Member |
| 4. Dr. Rajshree | Member |
| 5. Dr. Ramesh Chaturvedi | Member |
| 6. Dr. U.V. Kiran | Member Secretary |

Industry-Institute Partnership, Collaboration and Consultancy Services

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|---------------------------|------------------|
| 1. Prof. Kaman Singh | Chairman |
| 2. Prof. Kushendra Mishra | Member |
| 3. Prof. Govind Ji Pandey | Member |
| 4. Prof. Ram Chandra | Member Secretary |

Utilization of MOOCs Platform

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|-----------------------|------------------|
| 1. Prof. R.A. Khan | Chairman |
| 2. Prof. S.K. Dwivedi | Member |
| 3. Prof. Ram Chandra | Member |
| 4. Prof. Gopal Singh | Member Secretary |

Professor-in-Charge Teacher's Club

- | | |
|------------------------|----------|
| 1. Prof. Sanatan Nayak | Chairman |
| 2. Prof. D.R. Modi | Member |

Student's Club

- | | |
|--------------------------------------|------------------|
| 1. DSW | Chairman |
| 2. Assistant DSW – Cultural (Female) | Member |
| 3. Assistant DSW – Cultural (Male) | Member Secretary |

Alumni and student representative may be nominated in the IGAC Cell as Special Invitee.

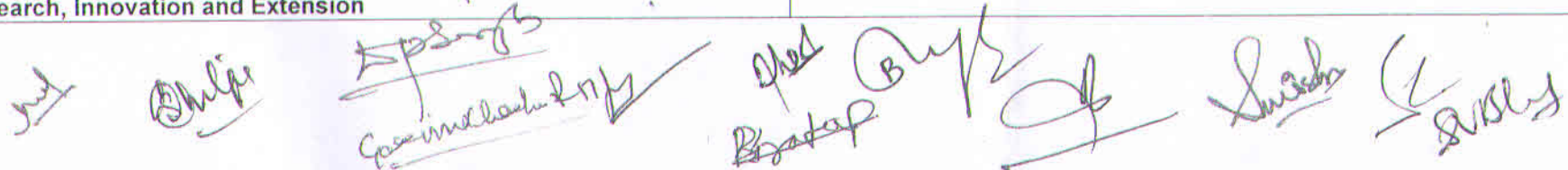
The meeting ended with Vote of Thanks to the Chair.

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Annexure 'II'Action taken report of the minutes of the IQAC Committee meeting held on 27th November, 2019

Agenda & Resolution	ATR
<p>Agenda Item No. 1:</p> <p>Director, IQAC, Prof. D.P. Singh apprised the members about the Peer Team Report on Institutional Accreditation of BBAU, Lucknow based on the visit of the NAAC Team in 2015. The University was awarded 'A' Grade by NAAC in 2015. During the presentation, he briefed the members about the strengths and weaknesses observed by the Peer Team in 2015. The committee resolved to collect the data from departments for the year 2019-20 as well.</p> <p>Resolution: The Hon'ble Vice Chancellor said that the action plan on Peer Team Report should be prepared and presented in the next meeting of the IQAC.</p>	<p>Concerned has been instructed to present the Peer Team Report in the next meeting of IQAC.</p>
<p>Agenda Item No. 2:</p> <p>Director, IQAC informed the members that a meeting of the Steering Committee was held on November 25th, 2019. During the meeting of the Steering Committee, the committee members went through the AQAR data for the year 2016-17 and made some suggestions on various points of seven point criteria of NAAC assessment.</p> <p>Resolution: The members of the IQAC committee suggested to split the AQAR data and entrust the work to different sub-committees point wise as given below:</p> <ol style="list-style-type: none"> I. Curricular Aspects <ul style="list-style-type: none"> ➤ Prof. Priti Saxena ➤ Prof. Shilpi Verma II. Teaching-Learning and Evaluation <ul style="list-style-type: none"> ➤ Prof. Ram Chandra ➤ Prof. Sanjay K. Dwivedi III. Research, Innovation and Extension 	<p>All the subcommittees nominated by IQAC have been working on the assigned task on priority basis.</p>



- > Prof. Shubhini A. Saraf
- > Prof. Kaman Singh

IV. Infrastructure and Learning Resources

- > Prof. Sanjay K. Dwivedi
- > Prof. Ram Chandra

V. Students Support and Progression

- > Prof. Shilpi Verma
- > Prof. Priti Saxena

VI. Governance, Leadership & Management

- > Prof. B.N. Dubey
- > Prof. Shubhini A. Saraf

VII. Institutional Values and Best Practices

- > Prof. D.P. Singh
- > Prof. R.A. Khan

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Agenda Item No. 3:

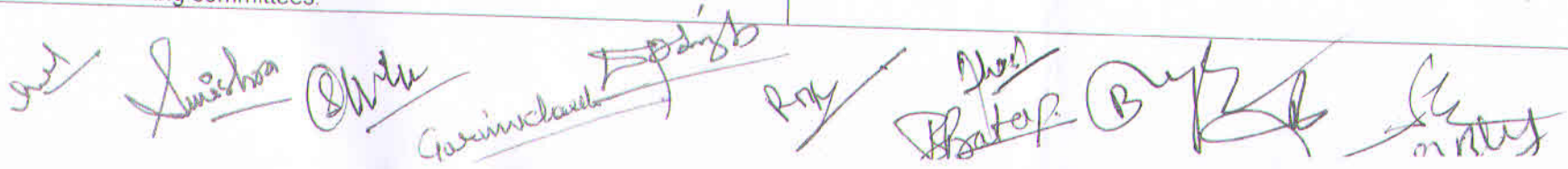
Director, IQAC apprised the members about the Report of the NAAC Performance Appraisal Committee team visit from November 18 to 22, 2019 to assess the preparation of the departments regarding the NAAC 2020. He apprised the members about the shortcomings in AQAR data of various departments found by the committee during its visit and suggestions made by the committee for strengthening of the departments.

Director, IQAC informed that all the Heads of the Departments have already been requested to furnish the updated / revised AQAR data to IQAC in line with the suggestions made by the committee latest by November 29, 2019.

Resolution:

The members of the IQAC suggested about the need of forming various committees for smooth functioning and strengthening of various departments / sections. The Hon'ble Chairman of the IQAC supported the need of forming committees and accordingly, it was resolved to constitute the following committees:

- AQAR data provided by the sections/departments are compiled
- Various committees have been notified and assigned the respective task.
- Nomination of two alumni and two students have been notified as a special invitee in the IQAC, BBAU



 [Signatures: Sushma, D.P. Singh, R.A. Khan, B.N. Dubey, Shilpi Verma, Priti Saxena, Sanjay K. Dwivedi, Ram Chandra, Shubhini A. Saraf, D.P. Singh, R.A. Khan, B.N. Dubey, Shilpi Verma, Priti Saxena, Sanjay K. Dwivedi, Ram Chandra, Shubhini A. Saraf]

Administrative Reform Committee

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|------------------------------|------------------|
| 1. Prof. S.D. Sharma | Chairman |
| 2. Prof. Priti Saxena | Member |
| 3. Prof. Kushendra Mishra | Member |
| 4. Prof. Arbind Kumar Jha | Member |
| 5. Controller of Examination | Member |
| 6. Finance Officer | Member |
| 7. Registrar | Member Secretary |

Placement Cell

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| 1. Prof. M.S. Khan | Chairman |
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| 4. Prof. Sanjay K. Dwivedi | Member |
| 5. Prof. R.A. Khan | Member |
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Community Engagement Cell

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| 2. Prof. Shilpi Verma | Member |
| 3. Dr. Rachna Gangwar | Member |
| 4. Dr. Rajshree | Member |
| 5. Dr. Ramesh Chaturvedi | Member |
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Industry-Institute Partnership, Collaboration and Consultancy Services

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| 3. Prof. Govind Ji Pandey | Member |
| 4. Prof. Ram Chandra | Member Secretary |

Utilization of MOOCs Platform

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| 1. Prof. R.A. Khan | Chairman |
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- 2. Prof. S.K. Dwivedi Member
- 3. Prof. Ram Chandra Member
- 4. Prof. Gopal Singh Member Secretary

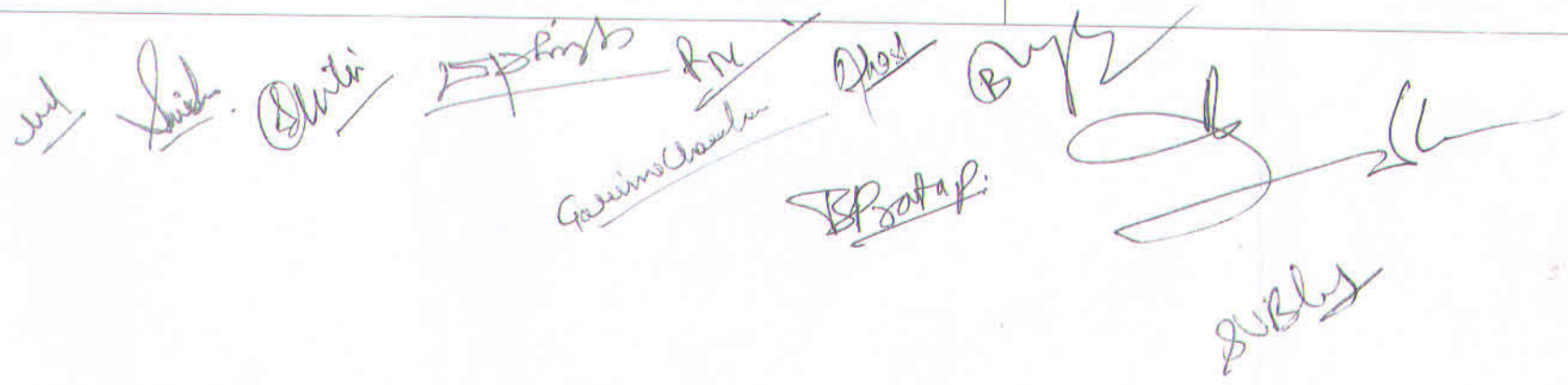
Professor-in-Charge Teacher's Club

- 1. Prof. Sanatan Nayak Chairman
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Student's Club

- 1. DSW Chairman
- 2. Assistant DSW – Cultural (Female) Member
- 3. Assistant DSW – Cultural (Male) Member Secretary

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 A collection of handwritten signatures and initials in black ink, including names like 'S.K. Dwivedi', 'Ram Chandra', 'Gopal Singh', 'Sanatan Nayak', 'D.R. Modi', 'DSW', and 'Subly'. Some are underlined or circled.