



SHRI RAMSWAROOP MEMORIAL UNIVERSITY

Lucknow-Deva Road, U.P.

Minutes of Meeting of Internal Quality Assurance Cell

(Ref. SRMU/IQAC/IOM/25/2019-20/7thFeb., 2020)

A meeting of IQAC Cell was convened under the chairmanship of Hon'ble Vice Chancellor Prof. (Dr.) A.K. Singh. The details are as follows:

Date: February 01, 2020

Time: 03.00 P.M.

Venue: Conference Hall – Admin Block

The list of HoDs/Deans/Director who attended the meeting is given in Annexure.

The meeting started with a welcome note by Prof. (Dr.) Niraj Gupta, Director, IQAC. The following agenda points were discussed:

S.No.	Agenda	Proceeding and Decisions	Action/Information
1.	Review of IQAC activities: 2018-19	Dr. Alkesh Agarwal briefed about the activities conducted by IQAC in 2018-19.	IQAC
2.	IQAC Calendar :2020	Prof.(Dr.) Rajesh Porwal, presented the IQAC calendar of 2020. Following suggestions were made: <ul style="list-style-type: none">• IQAC calendar should be made according to Academic Year.• It should be synced with Academic calendar of the University.	IQAC
3.	Internal Academic Audit report- Evaluative Report	Dr. Anushree Singh, presented the Evaluative Report Section of Internal Academic Audit Report, in which following discussions held: <ul style="list-style-type: none">• Research Publication data filled by the departments should be matched with data compiled in Research and Consultancy Cell.• Data of industry/institute collaboration should be reviewed as some departments have mentioned conferences/seminars as collaborative projects.• List of doctoral students should be synced with Research and Consultancy Cell.• Number of In-house projects of few departments required clarity.	All Directors & Deans.

AS

Dr



SHRI RAMSWAROOP MEMORIAL UNIVERSITY

Lucknow-Deva Road, U.P.

4.	Internal Academic Audit report- Quality Assurance Checklist	<p>Dr. Divya Gupta, presented the comparative data of Quality Assurance Checklist of the various Institute and Departments of Internal Academic Audit Report.</p> <p>She discussed about the various aspects of Quality Assurance checklists and apprised the members that scores and ranking of various departments is based only on Quality Assurance Checklist.</p>	All Directors and Deans
	Academic Audit Follow-up Action Report	Dr. Anushree Singh presented the follow-up action report of Academic Audit, which is given in Annexure - I	Directors, Deans and other members
6.	Administrative Audit and Follow up action Report	Dr Anushree Singh presented the administrative audit and follow up action report.	Registrar Office /HR cell
7.	Discussion on action taken report on feedback (2018-19)	ATR of feedback (2018-19) was discussed in the meeting by IQAC cell which is given in Annexure -II	Deans and Directors
8.	Ranking of Institutes and Departments based on Quality Assurance data	<p>Prof. (Dr.) Niraj Gupta thanked all the Institutes /Departments and members of Pro Chancellor secretariat for their full cooperation and support for the conduction of Internal Academic Audit in spite of busy schedule. He also appreciated the effort and hard work of core team of IQAC in finalizing the Internal Academic Audit report of the University.</p> <p>He briefed the members that IQAC had found improvement in the department's performance in comparison to the last audit. He also apprised that ranking is based on the analysis of quality assurance checklist report submitted by the coordinator of audit teams of respective departments. While calculating percentage utmost care has been taken wherever applicable for not applicable points.</p> <p>Finally he presented the ranking:</p>	

[Handwritten signature]

[Handwritten signature]



SHRI RAMSWAROOP MEMORIAL UNIVERSITY

Lucknow-Deva Road, U.P.

Departments	Percentage Marks	Rank	Performance Descriptor
IER	84.46	1	Good
FOEE	82.63	2	Good
FOCA	82.23	3	Good
FOBS	79.26	4	Good
FOBT	78.89	5	Good
FOME	78.35	6	Good
IMCE	78.03	7	Good
FOCSE	77.22	8	Good
FOECE	77.17	9	Good
FOPS	72.91	10	Satisfactory
FOCE	71.81	11	Satisfactory
FOCH	70.45	12	Satisfactory
FOH	69.58	13	Satisfactory
ILS	67.05	14	Satisfactory
IDS	57.38	15	Satisfactory
IMS	57.20	16	Satisfactory
FOMS	56.44	17	Satisfactory

9. Concluding Remarks

Chairman Prof. (Dr.) A.K. Singh emphasized that well Academic Audit help departments to improve on the process and procedures of academic delivery, which again helps performance improvement. He also apprised that documented evaluative report of departments will help university NAAC steering committee in drafting a strong SSR for NAAC accreditation.

AS
7/2/20

Dr. Anushree Singh

Assistant Coordinator, IQAC

Divya Gupta
7.2.20

Dr. Divya Gupta

Assistant Coordinator, IQAC

[Signature]
Director (IQAC)
Shri Ramswaroop Memorial University
Barabanki, Uttar Pradesh

Follow-Up Action Report: Academic Audit – September – 2019

The following Follow –up Actions were suggested, after the conduction of Academic Audit (September -2019):

S.No.	Audit Observation	Follow-up Action	By Whom
1.	Intra-mural and Extramural Research Projects	Faculties who have passion for teaching and research will be identified, categorized, and allocated to apply for research projects.	Director, Research and Consultancy Cell
2.	Publications	Research cell is being advised to conduct sensitization programme about the online membership of the online research networking websites such as 'Research Gate, and 'Academia', sharing publication on these sites will help in increasing the citation of the published research papers from University.	Director, Research and Consultancy Cell
3.	Consultancy	Departments are asked to focus on consultancies with more emphasis.	Director/Deans/HODs
4.	Awards and Recognition	New guidelines for compiling the list of awards and recognition discussed with Directors/Deans.	Director/Deans/HODs
5.	Students cleared Civil Services/NET/GATE/SET/Competitive Examination:	Departments are advised to guide and counsel students of final year for such competitive exams.	Director/Deans/HODs
6	Number of courses focus on employability/entrepreneurship/skill development:	It is advised to all the departments to create a separate column for such courses in SES and mark them, so that a proper supporting document can be generated	Director/Deans/HODs
7.	Number of courses focus on gender, environment and sustainability, Human Value and Professional Ethics.	It is advised to all the departments to create a separate column for such courses in SES and mark them, so that a proper supporting document can be generated	Director/Deans/HODs





8.	Number of events conducted	As suggested in last audit analysis, this year data has been improved. All the data for the events related to workshops, guest lectures, and industrial/field visits conducted in the departments for the last five years should be gathered and maintained in the department with documentary proofs such as list of students participated, topic of the event, name of the experts etc.	Director/Deans/HODs/ ACII&E
9.	Programme Objectives and Learning Outcomes are well defined and are ratified by Director/Deans for each programme.	Workshop on mapping of Programme Learning Outcomes with Course Learning Outcomes and blooms taxonomy will be organized for all the faculties to make them aware about the concept.	Director IQAC
10.	Courses related to following are employability, skills development, value added, gender issues, community service, environment, human values, professional ethics added in Programme and curriculum.	Departments will identify the same by mapping such courses with courses and their learning outcomes.	Director/Deans/HODs
11.	Are the Programme Objectives, Learning Outcomes etc. are displayed on University Website?	Departments will ensure the same will be displayed on website.	Director/Deans/HODs
12.	Departments maintain record of students using departmental library.	A new slot for library will be added in the time-table to ensure the same	Director/Deans/HODs
13.	Ph.D. Thesis, M.Phil. Thesis, Project/Dissertation reports etc. are submitted in central and departmental library.	Departments have started submitting it to central library.	Director/Deans/HODs
14.	Departments conduct Faculty	All the Departments have conducted	Director/Deans/HODs

	Development Programme.	FDPs/Workshops on their specialized domains.	
15.	Record of supervisor-students meeting is maintained in the departments	A system of mentor-mentee is also developed, in which students are being allocated under faculties who will be their mentor during the completion of programme.	Director/Deans/HODs
16.	Does the departments have sufficient number of smart classrooms?	New Smart classrooms are being provided to the departments on sharing basis, departments are being asked to increase the usage of such classrooms to gain full access and ownership on same.	Director/Deans/HODs
17.	Faculty-Student Ratio	Departments have worked-out on outsourced faculties and presented the actual ratio.	Director/Deans/HODs


Dr. Anushree Singh
Assistant Coordinator


Dr. Divya Gupta
Assistant Coordinator



Internal Quality Assurance Cell – IQAC**Action taken report on Students, Faculty, Alumni and Employers feedback Session****2018-19**

The university collected the feedback on curriculum aspects and courses from various stakeholders such as students, faculty, alumni and employers for the academic session 2018-19. These feedbacks were collected department/institute wise. After the feedback is collected, it was analysed and action taken report was prepared by the institution for preparing a comprehensive report of the over-all university.

Based on the feedback, following action taken have been noted:

Issue 1: Special attention to weak or below average students is required, as most of the time they are unable to cope up with the pace of syllabus.

Action Taken: Concept of remedial classes was introduced to manage the problems of weak students. Policy for identification of slow learners was introduced and based on that slots for remedial classes in time-table were created.

Issue 2: Regular upgradation and enrichment of library resources such as reference books, e-learning tools, e-journals etc, is needed to deal with the changing requirements of Industry and society.

Action Taken: Different platforms like NPTEL, Indian Digital Library, SWAYAM, EBSCO Host etc. are being provided to the students as well as teachers to meet the requirements.

Issue 3: Case study approach should be used by faculties in classroom teaching to enhance problem solving skills.

Action Taken: Faculties are being regularly informed and trained with the help of workshops/FDPs for case-based teaching in classrooms.

Issue 4: Need for developing soft skills was highlighted by employer as well as students.

Action Taken: Soft skill as a separate subject is already incorporated in the curriculum, however, concerned faculties are informed to give more attention to such classes.

Issue 5: Recruiters suggested that students should be given rigorous subject related project work to get the core knowledge of the domain.

Action Taken: Live Projects and industry-based assignments have been introduced through concept notes of the respective subjects so that students may get real time knowledge of the domain.

Issue 6: Practical application of the subjects should be explained and more industry exposure should be given.

Action Taken:

- Idea of Concept note for every subject has been introduced which provides faculty to incorporate activities having multiple practical assessments.
- Industry Visits are already an integral part of curriculum, however, more rigour in such visits will be given so that students can connect well and understand the practical application.

Issue 7: Enriched syllabus is needed and market need based courses may be introduced in all programs.

Action Taken: CBCS pattern has been introduced in various courses with ability enhancement compulsory courses (AECC) and skill enhancement courses (SEC) in curriculum to help students become industry ready professionals.

Remarks: On the basis of above observations, appropriate actions were taken by the departments to meet the expectations of various stakeholders. This overall process of feed back and action taken had helped the university in enriching the curriculum as per stakeholders' expectations.

★

Der