



# University of Kota, Kota

M.B.S Marg, Near Kabir Circle, Kota-324010

**Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on February 11, 2014 in the chamber of Hon'ble Vice-Chancellor at 2:30 P.M.**

**Following were the present in the meeting:**

1. Prof. M.S. Sharma, Vice Chancellor, University of Kota, Kota	Chairman
2. Prof. N.K. Jaiman, Deptt. of Pure & Applied Physics, UOK	Director
3. Prof. S.C. Rajora, Deptt. of Social Sciences, UOK	Member
4. Prof. Ashu Rani, Deptt. of Pure & Applied Chemistry, UOK	Member
5. Prof. Rajeev Jain, Deptt. of Commerce & Management, UOK	Member
6. Prof. Reena Dadhich, Deptt. of Comp. Sci. & Informatics, UOK	Member
7. Prof. M.L. Gautam	Member
8. Dr. Gopal Singh, University of Kota, Kota	Member
9. Dr. S.K. Jain, Principal, Aklank College, Kota	Member
10. Sh. Ram Niwas (I.A.S.), Registrar, University of Kota, Kota	Member Secretary

**Absentees:**

Sh. Abid Khan, Finance Officer, University of Kota, Kota Member

At the outset, Director, I.Q.A.C. welcomed Hon'ble Chairman and the members of the I.Q.A.C. Hon'ble chairman also welcomed the members. The agenda of the meeting was to discuss the assessment activities and planning. The minutes of the meeting are as follows:

**Resolution No. 1:**

It was decided to conduct a monthly meeting of IQAC to plan and review the initiatives taken by respective departments.

**Resolution No. 2:**

Each department is to prepare a list of 20 bright students. Including their names ,class, semester ,contact details ,present employment.

**Resolution No. 3:**

Each department is to plan student feedback and analyze the subject wise feedback report for improving the teaching-learning process.

**Resolution No. 4:**Each department will plan NET classes for the PG students and a Coordinator will be appointed by the Department.

**Resolution No. 5:**

Each department should prepare a plan to start personality development programmes for improving communication skills of students.

**Resolution No. 6:**

Each department should prepare the alumni database for the courses which are running in the University campus.

**Resolution No. 7:**

Every department should plan out the smart class rooms/audiovisual aids for the improvement of the teaching-learning process.

**Resolution No. 8:**

The laptop distribution facility for the faculty members of the various departments shall be continued as earlier.

**Resolution No. 9:**

Every department shall prepare the faculty database (includes publications, area of interest, teaching subjects etc.) for the NAAC visit.

**Resolution. No 10:**

The AQAR committee at University level shall be constituted and one person from each department shall be included in the committee.

**Resolution No. 11:**

Each department should submit the reports of the departmental activities like seminar/workshop/conference/school etc within 2-3 weeks of the activity to the IQAC.

**Resolution No. 12:**


There should be provision of the budget for the IQAC activities in the next financial year i.e. 2014-15.

**Resolution No.13 :** Mr .Manoj Sharma, Vice President ,Resonance shall also be included as an Alumni association representative .

**Resolution No.14:** One /two members from local societies /students /alumni

**Resolution No.15:** One/two members from employees ,industrialist and stakeholders .

The meeting ended with thanks to the chair.



(Prof. N.K. Jaiman)

Director



(Prof. M.S. Sharma)

Chairman