



UNIVERSITY OF KOTA, KOTA

Internal Quality Assurance Cell

Minutes

A meeting of the Internal Quality Assurance Cell (IQAC), University of Kota (UOK), Kota was held on 30.11.2023 at 2:00 pm under the chairmanship of Hon'ble Vice Chancellor and following were present:

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| 1. Prof. Neelima Singh, Hon'ble Vice Chancellor, UOK, Kota | Chairman |
| 2. Prof. Reena Dadhich, Deptt. Comp. Sci. & Informatics, UOK, Kota | Director |
| 3. Prof. R.K. Upadhyay, Registrar, UOK, Kota | Member |
| 4. Prof. Phool Singh Gurjar, Member from the BOM | Member |
| 5. Prof. Pratima Srivastava, Principal, Govt. College, Kota | Member |
| 6. Dr. Neelu Chouhan, Head, Deptt. of Pure & Applied Chemistry and DSW | Member |
| 7. Dr. P.C. Gupta, Head, Deptt. Comp. Sci. & Informatics, UOK, Kota | Member |
| 8. Dr. Anukrati Sharma, Head, Deptt. of Comm. & Management, UOK, Kota | Member |
| 9. Dr. Ghanshyam Sharma, Dean PG Studies, UOK, Kota | Member |
| 10. Dr. J.P. Sharma, Head, Deptt. of Social Sciences, UOK, Kota | Member |
| 11. Mr. Vishal Joshi, Member from Alumni, UOK, Kota | Member |
| 12. Mr. Trilok Chand Goyal, Member from Industries, UOK, Kota | Member |
| 13. Ms. Riya Agrawal, Member from Students | Member |
| 14. Dr. N.L. Heda, Head, Deptt. of Pure & Applied Physics, UOK, Kota | Member Secretary |
- Mr. Satyanarayan Gupta, Member from Local Society could not attend the meeting. On behalf of AQAR, Dr. Namrata Sengar has attended the meeting.

At the outset, Director, IQAC welcomed the Hon'ble Vice Chancellor and Chairman IQAC along with the members of the IQAC. The different issues were discussed in the meeting and all the members of the IQAC unanimously resolved as detailed below:

Agenda: University preparation for second cycle National Assessment and Accreditation Council (NAAC) approval.

Resolution: The issue of preparation for the second cycle of NAAC of University is discussed during the meeting and the details are:

- 1) Firstly, the submission of Annual Quality Assurance Report (AQAR) for 2021-22 and 2022-23 was discussed. As per the proposal of Convenor, AQAR committee, the date of presentation of AQAR 2022-23 before the IQAC committee is proposed to be fixed on 11.12.2023. The issue of preparation and submission of AQAR 2021-22 was also discussed and it is proposed to frame a special committee for the preparation of AQAR 2021-22 and submission before 31.12.2023.

- 2) The different aspects or points of quality indicator framework (QIF) were also discussed and it was decided to propose different teams towards each point and point-wise names of team leaders are as under:

S.No.	Criteria	Name of Team Leader
1.	Curricular Aspects	Dr. N.L. Heda Dr. Jolly Bhandari
2.	Teaching-Learning and Evaluation	Dr. Ghanshyam Sharma, Dean PG Studies and DPGS office
3.	Research, Innovations and Extension	Dr. B.S. Yadav Dr. Vipul Sharma
4.	Infrastructure and Learning Resources	Dr. O.P. Rishi, Director, IT and IT office
5.	Student Support and Progression	Dr. Neelu Chouhan, DSW and all ADSWs
6.	Governance, Leadership and Management	Dr. Anukrati Sharma, Head, Deptt. of Comm. & Management, UOK, Kota
7.	Institutional Values and Best Practices	Dr. Anita Sukhwal and Skill Development Cell

It is also decided that the team leaders will submit their reports to IQAC along with the suggestion related to their task before 15.02.2024.

- 3) The issue of holding the Alumni meet was also discussed and it was decided to frame an Alumni committee as detailed below:

- Dr. Neelu Chouhan, DSW, Convenor
- Dr. Ankit Sharma, ADSW
- Dr. C.P. Gautam, Proctor
- Mr. Vishal Joshi, Secretary

The committee will also motivate the Alumni of University to provide the financial support in terms of donation, etc. to the University.

- 4) It was also decided to frame a Document Collection Committee, which will provide each and every kind of data/documents (as per the requirement of the team leader) in soft copy. If required, the hard copy may also be collected. The proposed committee is:

- Dr. J.P. Sharma, Convener
- Dr. Shweta Vyas
- Dr. Namrata Sengar
- Dr. K.K. Sharma
- Dr. K.R. Choudhary
- Dr. Ashish Asopa
- Dr. Shikha Dadhich
- Mr. H.S. Shaktawat
- Mr. Akbar Khan
- Mr. V.K. Derashree
- Dr. Rohit Nandwana
- Mr. Dharmendra Prajapati
- Mr. Hari Om Gupta

- 5) It was also decided to conduct the awareness program related to implementation of NEP and CBCS system.

- 6) The issue of granting research grants to the faculty members by the University was also discussed.
- 7) It was also decided to setup a e-content laboratory in the University campus. Dr. P.C. Gupta, Head, Deptt. Comp. Sci. & Informatics, UOK, Kota will establish a laboratory in CSI department before 20.12.2023
- 8) It was also decided to review/establish new cell as per the guidelines of NAAC.
- 9) It was also decided to establish a mechanism for QR code identification, geo-tech photo, etc. Prof. Pratima Srivastava, Principal, Govt. College, Kota has shown her willingness to support in this process. It is also decided to develop the e-Riksha facility in the University campus.
- 10) It was also decided to speed up/take up the different feedback forms from the stakeholders.
- 11) It was also decided to ask the faculty members to have their profile of Vidhwan portal, if not done till now.
- 12) It was also decided to include the slot for NET/GATE classes in the timetable of the students. The record of classes in the separate register will also be undertaken by the respective department.



(Prof. Reena Dadhich)
Director



(Prof. Neelima Singh)
Chairman