

**Minutes of the IQAC meeting held on 10.07.2020 at 11:30 AM at the Seminar Hall in
Faculty of Management Studies, MLSU, UDAIPUR**

Following members were present-

1. **Prof. Karunesh Saxena, Director, IQAC.**
2. **Dr. Joohee Pradhan**
3. **Dr. Avinash Panwar**
4. **Dr. Ritesh Purohit**
5. **Dr. Neha Paliwal**
6. **Dr. Devendra**
7. **Dr. Akhil Dwivedi**
8. **Dr. Girima**
9. **Dr. Sachin Gupta**
10. **Ms. Kopal Vats**
11. **Ms. Meenakshi (Non-Teaching, technical staff)**

At the outset, the Director, IQAC welcomed all the members and showed appreciation for their involvement in the meeting with strict adherence to the guidelines of lockdown. Thereafter, the meeting began formally with the laying out of the following agenda-

1. To discuss the data received (2019-20) from the departments for SSR

The Director mentioned that a reasonably good response has been received from the departments as nearly 65 percent of the departments have submitted the required information in time. However, a few departments are yet to respond. Keeping this in view, the director invited suggestions from the members as to when they should be provided with the consolidated information relating to their respective criteria so that the SSR preparation is not delayed. Dr. Ritesh Purohit mentioned that the bulk of data shall be better handled as a whole, as incomplete data causes variations in accuracy of calculations related to certain criteria. It was concluded that the rest of departments may be given a reminder for the same via the office of the Registrar and the SSR team may wait for four more days till all of the information is acquired. This will avoid confusion and all information can be smoothly handled.

2. To request all Deans to provide a list of their best practices-

It was decided that in order to obtain a clearer estimate of the best practices being held around the campus, the Deans of all constituent colleges may be requested to provide a detailed report enlisting their individual best practices with respect to their colleges. This will ensure that no activity remains unnoticed as the university is involved in organizing multiple activities round the year.

3. To discuss the filling up of AQAR (2019-20) and IQA for NAAC

The Director was of the opinion that the AQAR must be filled in the month of July without any delay and it was feasible as the data collection is near completion. Regarding the IQA, it was suggested that an estimated deadline of 31st July may be finalized for now so that SSR submission may be in time as well.

4. To discuss Online classes being organized in the university during pandemic

The Director requested Dr. Neha Paliwal to provide the feedback form for obtaining feedback of online classes from the students as well as the faculty, so that the growth and progress of these classes is well documented. Also, the feedback received shall enable the Academic bodies of the university to focus on the problem areas (if any) and improve the quality of the classes for the students and teachers both. It was decided that such a format shall be designed as early as possible.

The Director also mentioned that MLSU is among the leading universities of the state to organize successful online classes for its students during lockdown and the students have also shown great enthusiasm while attending these classes. This model of online teaching can be successfully adopted in the near future to encourage hybrid learning techniques.

5. To discuss the uploading of e-content on university website

Dr. Joohee Pradhan mentioned that the website of the university needs slight revamping to organize the increasing amount of information with respect to the enormity of the e-content prepared by the faculty during lockdown. The Director mentioned that senior professors like Prof. Soral of Commerce have taken the lead and he has uploaded his video lectures on Google classroom for his students. All of the faculty have conducted online classes and therefore, it was necessary that the records of these classes be properly maintained on the university website. This can be done by uploading the massive e-content that the teachers have prepared.

Dr. Avinash Panwar suggested that individual pages on the website shall be allotted to all departments. Each department can utilize the space provided for uploading of their e-content. In case of high volume of data, the department may provide a list of links that could be further accessed via websites like YouTube etc. It was decided that the university website will be upgraded within a month and the process of e-content uploading will not be delayed.

6. To discuss the webinars organized during Lockdown

The Director clarified that MLSU has organized maximum number of webinars during lockdown among all state universities pertaining to regular courses. Also, he threw light upon the successful organization of an online Alumni meet by FMS in the month of June 2020. Clearly, the efforts put in by the faculty of the university are worthy of praise. He suggested that the list

of webinars, faculty development programs, workshops etc. may be prepared to showcase the dedication of the faculty towards the university and its students during the pandemic.

7. To discuss miscellaneous points related to the SSR

- The Director suggested that the members may personally look into the process of data collection from unresponsive departments to expedite things.
- It was decided that the photography session including geo-tagged photography of the campus and its facilities may be started as soon as possible keeping in mind the extraordinary circumstances of pandemic.
- The Director requested all members to prepare a list of photographic requirements related to their respective criteria.
- Dr. Avinash and Dr. Joohee were asked to look over the photography session.
- The team concluded that as the status of organizing the examinations is unclear, thus, it is in the best interests of the team to utilize the month of July for SSR preparation.

The meeting ended with a vote of thanks from the Director.

Minutes of the IQAC meeting held online via WebEx platform on 23.05.2020 at 12:15 PM

Following were present-

1. Prof. Karunesh Saxena (Director, IQAC)
2. Prof Lakshmi
3. Prof P.K. Singh
4. Prof. Pradeep Trikha
5. Dr. Alpna
6. Dr. Prabhat
7. Dr. Devendra Shrimali
8. Dr. Shilpa Vardia
9. Dr. Tarun
10. Dr. P.S. Rajput
11. Dr. Sneha Singh
12. Dr. Avinash Panwar
13. Dr. Joohee Pradhan
14. Dr. Ritesh Purohit
15. Dr. Neha Paliwal
16. Dr. Devendra
17. Dr. Sachin Gupta
18. Dr. Girima Nagda
19. Ms. Kopal Vats
20. Mr. Rahul

At the outset, Dr. Avinash greeted all members and extended a note of welcome. Thereafter , he requested Director Sir to begin the meeting formally. The agenda was laid out as follows-

1. To chart the progress so far for NAAC SSR preparation.

- It was found that the data collection for SSR for the five year academic session of 2014-19 is nearly done.
- The AQAR was successfully submitted on 25th April 2020.
- A mail was sent near 07/05/2020 to all Deans and Heads with a request to fill in the data gaps of SSR data templates.
- The response has been lukewarm particularly because of lockdown but updating of data templates is going on smoothly.
- The NAAC preparation team is involved in segregating received information and consolidating data as per different criteria.
- However, certain document proofs are still needed.

- The Director IQAC laid emphasis on the need to support all data with sufficient document proof so as to invite minimum query at DVV stage.

The Director also pointed out some weaknesses and strengths in SSR preparation so far-

- As NAAC revised the format of its data templates on 20th December 2019 to be considered with effect from 1st January 2020, a state of mild confusion was experienced. The issue was resolved by sending customised mails seeking only that data which remained uncovered in previous templates.
- Certain glitches were experienced owing to the dealings with the new company operating the IUMS portal. The company refused rights of access to university staff and much time was spent in trying to establish an even ground of functioning on IUMS portal. This issue was partially resolved by 29th February 2020 by intervention of honourable Vice-Chancellor.
- The Director IQAC had subsequently planned a presentation that was meant to address the apprehensions of Deans and Heads, related to SSR inputs, in congruence with the meeting of Academic Council on 4th March 2020. The cancellation of the same due to unavoidable circumstance created a time delay in the process of data procurement.
- Barring a few departments, the response with regards to reminder mails was unenthusiastic.
- Despite all problems, the process of data update has continued properly.
- The Director IQAC stressed on the point that as a team, emphasis is on bench-marking against the best universities who have successfully obtained Grade A+ OR A++. An evaluation of SSRs of these universities, as available on their websites, was done by team members and it is so far established that MLSU is at par with 'A+' grade-and-above universities like MDU Rohtak, Banasthali Vidyapeeth, Amity Noida, Manipal University etc.

2. New instruction by Hon'ble Vice-Chancellor regarding year 2019-20

- The Director informed all members that as per the latest instruction received the previous evening from the Hon'ble Vice Chancellor, the SSR will be prepared for the five years of academic sessions from 2015-2020 and the year 2014-15 will be not considered for the same any longer.

- This decision has arrived in light of several issues like data unavailability, weak documentation related to year 2014-15 due to reliance on paper filing instead of online portal records and long time lapse since then.
- Therefore, data of year 2019-20 shall have to be collected at the earliest as it is proposed by the guidelines received from Raj-Bhawan that the SSR ought to be submitted by 15th July 2020.

3. Strategy for data-collection for the year 2019-2020.

- The Director instructed that instead of waiting for the current session to end on 30.06.2020, data collection must be immediately started.
- Data templates should be sent to departments as well as to the respective individuals wherever necessary.
- IQA report is ready as a whole, however, its submission should not be done before 15/06/2020 to ensure SSR submission by abovementioned date.
- Data templates should be sent by first week of June to obtain data, at least till 15th May 2020, for session 2019-20, stating 20th June 2020 as the deadline for the same.
- For remaining days i.e. 15/05/20-30/06/20, the data templates may be sent in first week of July so that all essential data is ready by 15th July 2020.
- As the university is expected to reopen on 16th June 2020, data collection will be more convenient.

Thereafter, the Director requested the senior members to provide their inputs regarding this strategy.

- ❖ Prof. Lakshmi agreed with the plan but requested the Director to confirm, from valid NAAC sources, the rules related to change in choice of five years of academic sessions for SSR. The Director mentioned that he had already held informal discussions with NAAC officials for the same but promised to confirm it with authenticity by dropping a mail on NAAC helpline.
- ❖ Prof P.K. Singh lauded the efforts made so far. Then he gave the following inputs-
 - The training certificates from students will be obtained as soon as lockdown is lifted.
 - As an electricity hazard had occurred in the science college a few months back, several computers had burned away and data was destroyed. Efforts are being made to retrieve essential data from centralised IUMS portal.
 - If it were possible, a few team members may be asked to sit with department representatives together, so that data compilation is done in their presence, under

their guidance. The Director suggested that such measures will be adopted after lockdown but not compromising, in the least, the norms of social-distancing.

- More information is required related to action-taken report with regards to syllabus. Dr. Avinash highlighted that the minutes of Committee of Courses can be considered for the same.
- ❖ Prof. Trikha requested more information on the documents required for proof of expenditure on foreign travels and events organised, in addition to letters of sanction from Comptroller and UGC.
- ❖ Dr. Prabhat Singh laid stress on the point that centralised purchase of books and journals and infrastructural expenditure, is carried out by Dean Office and departments individually do not handle such purchases.
- ❖ Dr. Alpa Singh requested guidance regarding information-format to provide details of expenditure of 1 crore on Education department. Dr. Avinash resolved this issue.
- ❖ Dr. Joohee suggested that instead of requesting data for 2019-20 in two instalments, it should be obtained in one strike. The Director assured to look into it.
- ❖ Dr. Avinash highlighted that by including year 2019-20, several amendments will have to be done in each criterion especially criterion IV. Also, the executive summaries will have to be revised. He also suggested to call a meeting of Deans and Heads to sensitize them towards this change.
- ❖ Dr. Neha mentioned that CBCS had come into effect from session 2015-16 in Science College. Several changes will have to be made in Criterion 1st after deleting data of 2014-15. Also, the data of student examination and grievances for the latest year will be needed. The Director instructed that student examinations are on hold this year due to lockdown. Hence, data of grievances will not be covered in this session.

The meeting ended by a vote of thanks from the Director.

Minutes of the IQAC meeting held online via WebEx platform on 01.05.2020

Following were present-

1. Prof. Karunesh Saxena (Director, IQAC)
2. Dr. Avinash Panwar
3. Dr. Joohee Pradhan
4. Dr. Ritesh Purohit
5. Dr. Neha Paliwal
6. Dr. Devendra
7. Dr. Sachin Gupta
8. Dr. Girima Nagda
9. Ms. Kopal Vats
10. Mr. Rahul

At the outset, the Director extended a hearty welcome to all the members. He thanked Dr. Avinash for facilitating the organising of the online meeting. Thereafter, on a formal note the Director laid out the agenda of the meeting as follows-

1. To discuss about the update of AQAR

Prof. Saxena congratulated the team members for the successful completion of the AQAR and mentioned that the team is ready to go ahead with the final submission of AQAR. He especially thanked Mr. Rahul for his contribution in managing the technical aspects of AQAR online data feed.

2. To discuss about IIQA submission

A detailed discussion was carried out and the members concluded that the IIQA submission was at an advanced stage. The Director assured the members that all required documents pertaining to the same shall be procured from the office of the Registrar. A request to the Registrar for this purpose will be issued via Director's office at the earliest so that the submission of IIQA may be done by 05.05.2020.

3. To discuss about the preparation of SSR for the upcoming cycle of NAAC accreditation.

The director lauded the members for the efforts put in so far for the preparation of SSR and motivated them to continue with the same, in face of the difficult circumstance of institution shutdown due to COVID-19. He advised the team to continue work from home and make use of e-resources to carry forward SSR preparation as far as possible.

The Director also praised the efforts of Dr. Girima who has undertaken, at his request, a five days training program organised by Wilson College regarding IQAC, covering all seven NAAC

criteria. It was suggested that Dr. Girima shall share her experience with the rest of the team members via an online conference meet.

Dr. Avinash invited inputs from all members of the team individually. The members then shared their requirements for essential data and document proofs needed across seven criteria from respective Deans and Heads.

Dr. Joohee mentioned about the requirement regarding proof of authenticity of dates and relevant documents associated with criterion III. Dr. Neha and Dr Devendra discussed certain points regarding 'profile and academic' information. Dr. Devendra also highlighted some queries about syllabi of select disciplines and outcomes of a few meetings held by committee of courses. Dr. Akhil discussed about points related to 'program and course outcome' pertaining to criterion II. Under the same criterion, Dr. Purohit gave his inputs about teacher's data.

Dr. Girima presented her inputs regarding criterion V. Dr. Sachin mentioned that he has completed a comparative study of the annual university-reports and he shall share the same with other team members via E-mail. Ms. Kopal presented her inputs regarding the photographic data required. To resolve this issue, the Director requested Dr. Avinash to supervise a photography session across the campus as needed and also look into the matter regarding 'Geo-tagging'. Dr. Avinash assured to look over these tasks as soon as the campus reopens.

The Director also advised the members to incorporate video-clip links regarding the functioning and achievements of MLSU, so that the SSR may be lucid and substantial.

To resolve the issue of data fulfilment, the Director suggested that all members should prepare a detailed pro forma of their individual requirements regarding the SSR and send the same via E-mail to him no later than 08.05.2020.

In capacity of Convenor, NAAC Committee, the Director shall forward these requirements to the respective offices of Deans and Heads. He advised the members to prepare a systematic pro forma for the same wherein each member must specify the information format i.e. soft or hard copy of data along with proper file formats like pdf, png, doc. etc. in case of soft copy.

The Director also suggested that an online IQAC video conference shall be organised by including key Deans and Heads so that the essential points regarding SSR can be communicated to them and at the same time, their valuable inputs be obtained as well.

Prof. Saxena was pleased to announce that he has contributed a research paper and an article, each respectively, to the two print publications that are soon to be released by NAAC on the occasion of its silver jubilee. The members congratulated him.

Towards the end of the meeting, the Director informed the members that the NAAC advisor has invited inputs regarding the possible idea of conducting the NAAC visits in an online mode

given the extenuating circumstances. All members were encouraged to provide insightful and innovative suggestions for this purpose.

The meeting was concluded with a vote of thanks and the Director motivated all team members to continue with their hard work and keep high spirits.

INTERNAL QUALITY ASSURANCE CELL (IQAC)



MOHANLAL SUKHADIA UNIVERSITY

(NAAC Accredited A Grade State University)

UDAIPUR, RAJASTHAN – 313 001 (INDIA)

Minutes of the Meeting 17-09-2018

A meeting of the IQAC was held on 17-09-2018 at 3.30 P.M. in the chamber of the Director-IQAC to discuss about upcoming works that are to be done for upcoming third cycle of NAAC Re-Assessment, 2019.

Following members were present in the meeting-

1. Prof. (Dr.) Karunesh Saxena
2. Prof. N. Lakshmi
3. Dr. Avinash Panwar
4. Dr. Joohee Pradhan
5. Ms. Kopal Vats
6. Dr. Priyadarshi Nagada
7. Dr. Sachin Gupta

Prof. Rajesh Kumar Dubey and Dr. Devendra Shrimali were unable to attend the meeting due to Green & Clean Campus Event and had informed the same in advance to Director-IQAC.

Director-IQAC Prof. (Dr.) Karunesh Saxena, chaired the meeting and welcomed all the members of IQAC Cell of MLSU, Udaipur. Following discussions took place in the meeting.

Director-IQAC re-emphasized the role of the IQAC to the members of IQAC Cell-MLSU and described the implementation of Planning for NAAC-2019. He gave a brief outlook of the works to be done.

Director-IQAC suggested that all the members of IQAC Cell should read and understand all the guidelines of IQAC. Members should be aware about the role & responsibilities of IQAC Cell as the NAAC team interact with the members of IQAC Cell. So the members may have sound knowledge about the various functions of IQAC and they need to update themselves with all the latest information related to IQAC.

It was decided that AQAR related information for the year 2015-16, 2016-17 & 2017-18 is to be taken from respective Heads of various departments of MLSU.

The following tasks were allotted by Director-IQAC to the members:

First team comprising of Dr. Avinash Panwar, Dr. Sachin Gupta & Dr. Devendra Shrimali would take care of all the formats related to AQAR. The team will keep a record of the same. They were suggested about documents Preparation & collection.

Second team comprising of Dr. Joohee Pradhan, Mrs. Kopal Vats & Dr. Priyadarshi Nagada. Team will take care of SSR Formats. The team has to keep a record of all the latest formats of SSR so that both the formats AQAR & SSR can be easily compiled and analysed. If any type of redundancy is found, it could be removed out from both the formats.

Dr. Avinash has been entrusted with the responsibility of regular updation of IQAC window on website. All the minutes of IQAC are to be uploaded on University's website.

Director-IQAC invited suggestions from members of IQAC Cell. Various suggestions were given by the members such as:-

Prof. N. Lakshmi suggested that people can be invited on task basis for subcommittees related to preparation of SSR/AQAR as special invitees.

Prof. N. Lakshmi gave a proposal wherein it was suggested that members of IQAC can go in various NAAC Accredited Universities and colleges for knowledge up gradation related to NAAC. Prof. N. Lakshmi suggested that either person(s) nominated for this purpose visit a couple of Universities who have already gone through the current accreditation process or that experts from such Universities be called for a workshop for the same.

Director-IQAC will co-opt some external members as per IQAC Guidelines.

IQAC Committee is to be revamped. For this purpose Director-IQAC has to send a letter to VC for approval.

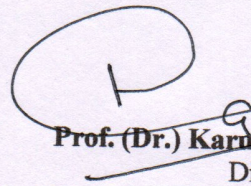
Dr. Johee Pradhan suggested that M. Pharma should be started in Department of Pharmacy as all the infrastructure related facilities are available in the department related to Post Graduate Programme.

Director-IQAC suggested for CSR Fund Mobilization.

Mrs. Kopal Vats suggested including some senior faculty member from Arts Faculty in IQAC Cell of MLSU.

It was decided that the next meeting will be conducted on 28th September, 2018 at 3.00 P.M. in the chamber of Director-IQAC for reviewing the actions plans & Progress Report will be taken.

Meeting was adjourned with thanks to chair.


Prof. (Dr.) Karanesh Saxena
Director-IQAC

Mohanlal Sukhadia University, Udaipur (Rajasthan)

Encl. :- Attendance Sheet.

Minutes of the IQAC meeting held on 08.08.2019 at 3:00 PM at the Seminar Hall in Faculty of Management Studies, MLSU, UDAIPUR

Following members were present-

- 1. Prof. Karunesh Saxena, Director, IQAC.**
- 2. Prof. N lakshmi**
- 3. Dr. Joohee Pradhan**
- 4. Dr. Avinash Panwar**
- 5. Dr. Ritesh Purohit**
- 6. Dr. Neha Paliwal**
- 7. Dr. Devendra**
- 8. Dr. Akhil Dwivedi**
- 9. Dr. Girima**
- 10. Dr. Sachin Gupta**
- 11. Ms. Kopal Vats**

The Director, IQAC welcomed all the members. Thereafter, the meeting was officially started. The following agenda was laid out-

Constitution of a Media-Cell in the University

The Director brought it to the attention of the members that it has been observed recurrently in the past few months that in absence of any official information source, unwarranted news pieces have been published in the press. This causes undue confusion for students and faculty likewise.

Considering this, the Director suggested that a media cell should be constituted in the university and a senior professor be given its charge.

Prof. Lakshmi mentioned that it would be in the best interests of the university to include the faculty from journalism department to function as the authorized spokesperson on behalf of the university to ensure discouragement of fake news.

The meeting was concluded with a vote of thanks by the Director.

Minutes of the IQAC meeting held on 19.07.2019 at 3:00 PM at the Seminar Hall in Faculty of Management Studies, MLSU, UDAIPUR

Following were present-

1. Prof. Karunesh Saxena (Director, IQAC)
2. Prof Lakshmi
3. Prof P.K. Singh
4. Dr. Avinash Panwar
5. Dr. Joohee Pradhan
6. Dr. Ritesh Purohit
7. Dr. Neha Paliwal
8. Dr. Devendra Goyal
9. Dr. Sachin Gupta
10. Dr. Girima Nagda
11. Ms. Kopal Vats

The Director, IQAC welcomed all the members. The following agenda was proposed by the Director for the meeting-

Budget allocation for Seminar/Conference etc. by the office of the Comptroller

Prof. Lakshmi pointed out that it has been brought to her notice by some colleagues that due to time consuming financial formalities, organising seminars/conferences /symposia/workshops etc. has become quite tedious.

Prof. Singh suggested that a more detailed level of transparency should be adopted in the matter of budget allocation for such activities so that no unnecessary amount of time and energy be wasted on acquisition of funds by any faculty member.

Dr. Joohee mentioned that at the time of preparation of university budget, the faculty units of constituent colleges must be notified regarding their respective budget-share for organising these events.

The Director mentioned that it was a past practice of the Comptroller Office to hold a discussion with all units of the university before preparation of university budget. Therefore, a request may be sent to the office of Comptroller from the IQAC office to revive this practice especially with regard to the budget allocation for annual events of seminars etc. This would resolve the problem of improper allocation of funds to college/departments/units.

Prof. Lakshmi suggested that the comptroller office may also consider reviving its past practice of inviting proposals for organising seminars/conferences so that the faculty members can timely engage in such activities for the overall benefit of students and teachers both.

The members agreed with the suggestion and it was conclusively decided that a request about the same may also be sent to the Comptroller Office.

The meeting ended with a vote of thanks by the Director.

Minutes of the IQAC MEETING HELD ON 10.04.2019 AT 3:00 PM AT THE OFFICE OF DIRECTOR, IQAC, FMS COLLEGE, MLSU, UDAIPUR.

THE FOLLOWING MEMEBERS WERE PRESENT-

1. Prof. Karunesh Saxena
2. Prof. N Laksmi
3. Prof. Pradeep Trikha
4. Ms. Kopal Vats
5. Dr. Juhi Pradhan
6. Dr. Sachin Gupta
7. Dr. Shilpa Vardia
8. Dr. Neha Paliwal

The meeting was called to consider the issue of regularising the schedule of meetings of Board of management and Academic council.

It has been observed by the IQAC that the meetings of BOM and Academic council should occur continually as per a specific regular schedule so that important issues are addressed without delay. This will ensure a smooth functioning of academic and administrative sections. It is proposed that there should be a gap of no more than three months between consecutive meetings. It is also suggested that a proper calender be designed for the same and implemented soon.

MINUTES OF THE MEETING HELD ON 27.10.2018 AT 3:00 PM AT THE OFFICE OF DIRECTOR, IQAC, FMS COLLEGE, MLSU, UDAIPUR.

THE FOLLOWING MEMEBERS WERE PRESENT-

1. Honourable Vice Chancellor, Prof. J.P. Sharma
2. Prof. Anand Paliwal
3. Mr. K S Mogra
4. Mr. K G Mundra
5. Sh. Hansraj Choudhry, UTI chairman
6. Dr. Devendra Shrimali
7. Ms. Raksha Mani Jain
8. Sh. Mukesh Barber, GAD
9. Sh. Rajesh Kumawat, COE
10. Prof. Karunesh Saxena
11. Prof. N Lakshmi
12. Dr. Avinash Panwar
13. Dr. Juhi Pradhan
14. Ms. Kopal Vats
15. Dr. Neha Paliwal

The members discussed the following agenda-

To consider the need for energy audit of the university.

The members felt that the energy audit should be conducted soon so that a detailed record of energy consumption is obtained. Stress was laid on expanding the use of renewable resources as well. The efficiency of solar power panel may be recorded. The members also suggested that increased use of LEDs should be adopted and the energy audit committee must prepare a report of existing dependence on LEDs.

INTERNAL QUALITY ASSURANCE CELL (IQAC)
MOHANLAL SUKHADIA UNIVERSITY
(NAAC ACCREDITED A GRADE STATE UNIVERSITY)
UDAIPUR, RAJASTHAN-313001

Minutes of the Meeting held on 28-09-2018

A meeting of the IQAC was held on 28-09-2018 at 3.00 P.M. in the chamber of the Director-IQAC to discuss the tasks and strategy for the proposed third cycle of NAAC Re-Assessment, 2019.

Following members were present in the meeting:-

1. Prof. (Dr.) Karunesh Saxena
2. Dr. Avinash Panwar
3. Dr. Joohee Pradhan
4. Ms. Kopal Vats
5. Dr. Devendra Shrimali
6. Dr. Sachin Gupta

Prof. N. Lakshmi and Dr. Priyadarshi Nagada could not attend the meeting due to some prior engagement and had informed the same in advance to Director-IQAC.

Director-IQAC Prof. (Dr.) Karunesh Saxena chaired the meeting and welcomed all the members of IQAC Cell of MLSU, Udaipur. Following is a summary of agenda items and discussion:


1. In order to compile the pending AQARs it was decided to devise a data collection mechanism like Google Doc form (Online & Offline) so that it can be filled out without any difficulty. Dr. Avinash Panwar was entrusted the task of finalizing the format of AQAR data collection by 6th October, 2018. It was further decided that last date of submission of filled AQARs by Heads of various departments should be kept as 22nd October, 2018 so that the deadline of December 2018 for submitting the AQARs be met. It was decided that Dr. Karunesh Saxena & Dr. Avinash Panwar will compile the collected data and prepare the final AQARs.
2. Director-IQAC proposed to give a NAAC Presentation in Academic Council Meetings in front of all the Heads of various Departments.
3. A presentation by Mr. Ganesh Hegde, who is a NAAC Expert, is proposed for all the Heads of the Departments. The proposed date is 16th November, 2018.
4. It was decided that the recommendations of the last NAAC Peer Team be reviewed by the team of Dr. Joohee Pradhan and Ms. Kopal Vats, so that the compliance can be shown in the next NAAC committee visit.



5. IQAC team recommended the following initiatives :

- Launch of an Executive MBA programme.
- Formulation of various clubs for holistic development of students.
- Uploading the Exam Calendar of current Academic Year on University's website.
- Sending a letter through the Honorable Vice-Chancellor to the Heads of various departments to ensure that Mentoring of Post Graduate student is made compulsory.
- Faculty members of Psychology should conduct counseling camps in various departments. A Counseling Cell may be established in the University for the same.
- Formation of Academic Audit Committee College wise.

Meeting was ended with vote of thanks to the chair.


Prof. (Dr.) Karunesh Saxena 11/10/18

Director-IQAC

Mohanlal Sukhadia University, Udaipur (Rajasthan)

**MINUTES OF THE MEETING HELD ON 10.07.2018 AT OFFICE OF DIRECTOR,
IQAC, FMS COLLEGE, MLSU, UDAIPUR.**

The following members were present-

1. Prof. Karunesh Saxena
2. Prof. N Lakshmi
3. Dr. Avinash Panwar
4. Dr. Juhi Pradhan
5. Dr. Sachin Gupta
6. Dr. Devendra Goyal
7. Dr. P.K. Singh

The meeting was called to discuss organisation of a one day workshop for Heads of all departments regarding NAAC.

The director suggested that a one day workshop should be organised regarding NAAC preparation for the upcoming cycle of accreditation. All the HODs will be apprehended about the process of data compilation and document assemblage for the same. Prof. N Lakshmi remarked that a resource person should be invited for the purpose. The meeting was concluded with the point that the workshop should be held in the month of august 2018 positively.