



DR.C. V. RAMAN UNIVERSITY
KARGI ROAD, KOTA, BILASPUR, (C.G.)

27th April 2018 INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Fifteenth (15th) Meeting of IQAC held on 27.04.2018

The fifteenth (15th) meeting of the Internal Quality Assurance Cell of the CVRU was held on 27th April 2018 at 03:00 pm at Board Room, the following members were present in the meeting:

S. No	Name	Designation	Signature
01	Dr. R. P. Dubey	Chairperson	Present
02	Shri Gaurav Shukla	Member Secretary	Present
03	Shri Neeraj Kashyap	Administrative Officer	Present
04	Ms. Pushpa Kashyap	Administrative Officer	Present
05	Ms. Neelam Sahu	Administrative Officer	Absent
06	Dr. Manish Upadhyay	Member (Teacher)	Present
07	Dr. Vivek Bajpai	Member (Teacher)	Present
08	Dr. V. P. Mishra	Member (Teacher)	Present
09	Dr. Jainendra Patel	Member (Teacher)	Absent
10	Dr. Shweta Sao	Member (Teacher)	Absent
11	Dr. Jayati Mitra	Member (Teacher) Co-Coordinator	Present
12	Mr. A. S. Mazumdar	Member (Teacher)	Present
13	Shri Arvind Tiwari	Member (Teacher)	Present
14	Dr. S. M. Ghosh	Member (Teacher)	Present
15	Shri Nitin Vats	Nominated Member (Management)	Present
16	Shri Utkarsh Upadhyay	Local Society, Students and Alumni	Present
17	Shri Abhishek Sharma	Local Society, Students and Alumni	Absent
18	Ms. Ritu Gupta	Local Society, Students and Alumni	Present
19	Shri Pranay Roy	Employers /Industrialists/Stakeholders	Present
20	Shri Ravikant Singh	Employers /Industrialists/Stakeholders	Absent
21	Dr. P. K. Naik	Coordinator IQAC	Present

Meeting Agenda:

1. Review & approval of minutes and action taken report of the previous meeting (14th IQAC meeting) held on 19.01.2018.
2. Introduction and implementation of elective pattern for elective papers in existing UG, PG, M. Phil & Ph. D Scheme.
3. Introduction and implementation of UNDP (United Nation Development Goal) in curriculum.
4. Introduction of Courses focuses on Employability/ Entrepreneurship / Skill Development.
5. Introduction and Implementation of Value-Added Courses/ Certificate Courses in Various Departments.
6. Introduction and implementation of field work and research projects in curriculum.
7. Suggestion from the members for better functioning of IQAC (or any other matter)

Agenda Explained:

Agenda -1

Minutes and action taken report of the previous IQAC meeting held on 19.01.2018 were read and confirmed.

(Refer: Annexure – 1)

Agenda -2

It was also discussed that we should introduce elective patter and few new courses as elective papers in UG, PG, M. Phil and Ph.D. Programmes to provide options to our students and research scholars for opting one of them based on their expertise and interest. In this order all departments are advised to introduces or offer at least five to ten papers in each discipline for all Programmes.

Agenda -3

It was discussed that UNDP goals should be incorporated with all UG/PG syllabuses to match global standard and environment.

Agenda -4

It was discussed that every department should introduce few new courses to focus Employability/ Entrepreneurship / Skill Development. And also, it was suggested that all existing courses should be re-designed to focus the same.

Agenda -5

It was discussed that every department should increase their value-added course/certificate course and motivates their students to register themselves in same to get extra knowledge apart from their regular syllabus.

Agenda -6

To provide research-based education, it was discussed to introduce field projects in every UG and PG

The meeting ended with the vote of thanks proposed by Dr. R. P, Dubey, Chairman, IQAC-CVRU.



Dr. P. K. Naik
(Coordinator, IQAC)

COORDINATOR
Internal Quality Assurance Cell (IQAC)
Dr. C.V. Raman University
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Dr. R. P. Dubey
(Chairman IQAC)



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report Based on Minutes of IQAC Meetings held on

27th April 2018

S. No	IQAC Meeting No.	Agenda Number	Agenda/ Discussion topic in the IQAC meeting	Action taken subsequently on the agenda points discussed in the IQAC meeting
01	15 (27 th April 2018)	01	Review & approval of minutes and action taken report of the previous meeting (14th IQAC meeting) held on 19.01.2018	Minutes were presented (Read & confirmed)
02	15 (27 th April 2018)	02	Introduction and implementation of elective pattern for elective papers in existing UG, PG, M. Phil & Ph. D Scheme.	All departments are directed to plan and design the curriculum so that it can be implemented from July 2018
03	15 (27 th April 2018)	03	Introduction and implementation of UNDP (United Nation Development Goal) in curriculum.	Finalized and will be incorporated from session 2018-19
04	15 (27 th April 2018)	04	Introduction of Courses focuses on Employability/ Entrepreneurship / Skill Development.	Finalized and will be incorporated from session 2018-19
05	15 (27 th April	05	Introduction and Implementation of	Communicated to all departments and instructed

	2018)		Value-Added Courses/ Certificate Courses in Various Departments.	to prepare accordingly.
06	15 (27 th April 2018)	06	Introduction and implementation of field work and research projects in curriculum.	Approved and introduced in final Semester of every UG and PG programmes as research component from session 2018-19

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19th January 2018 INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Fourteenth (14th) Meeting of IQAC held on 19.01.2018

The fourteenth meeting of the Internal Quality Assurance Cell of the CVRU was held on 19th January 2018 at 03:00 pm at Board Room, the following members were present in the meeting:

S. No	Name	Designation	Signature
01	Dr. R. P. Dubey	Chairperson	Present
02	Shri Gaurav Shukla	Member Secretary	Present
03	Shri Neeraj Kashyap	Administrative Officer	Present
04	Ms. Pushpa Kashyap	Administrative Officer	Present
05	Ms. Neelam Sahu	Administrative Officer	Present
06	Dr. Manish Upadhyay	Member (Teacher)	Present
07	Dr. Vivek Bajpai	Member (Teacher)	Present
08	Dr. V. P. Mishra	Member (Teacher)	Present
09	Dr. Jainendra Patel	Member (Teacher)	Present
10	Dr. Shweta Sao	Member (Teacher)	Absent
11	Dr. Jayati Mitra	Member (Teacher) Co-Coordinator	Present
12	Mr. A. S. Mazumdar	Member (Teacher)	Present
13	Shri Arvind Tiwari	Member (Teacher)	Present
14	Dr. S. M. Ghosh	Member (Teacher)	Present
15	Shri Nitin Vats	Nominated Member (Management)	Present
16	Shri Utkarsh Upadhyay	Local Society, Students and Alumni	Absent
17	Shri Abhishek Sharma	Local Society, Students and Alumni	Present
18	Ms. Ritu Gupta	Local Society, Students and Alumni	Present
19	Shri Pranay Roy	Employers /Industrialists/Stakeholders	Present
20	Shri Ravikant Singh	Employers /Industrialists/Stakeholders	Absent
21	Dr. P. K. Naik	Coordinator IQAC	Present

Meeting Agenda:

1. Review & approval of minutes and action taken report of the previous meeting (13th IQAC meeting) held on 16.12.2017.
2. Discussion on the data, provided for the Report of AISHE (All India Survey of Higher Education)
3. Suggestion from the members for better functioning of IQAC (or any other matter)

Agenda Explained:

Agenda -1

Minutes and action taken report of the previous IQAC meeting held on 16.12.2017 was read and confirmed.

(Refer: Annexure – 1)

Agenda -2

A discussion was made on data which are being provided for AISHE, found satisfactory and approved for final submission.

The meeting ended with the vote of thanks proposed by Dr. R. P, Dubey, Chairman, IQAC-CVRU.



Dr. P. K. Naik

(Coordinator)

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Dr. R. P. Dubey

(Chairman IQAC)



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report Based on Minutes of IQAC Meetings held on

19th January 2018

S.No	IQAC Meeting No.	Agenda Number	Agenda/ Discussion topic in the IQAC meeting	Action taken subsequently on the agenda points discussed in the IQAC meeting
01	14 (02 nd January 2018)	01	Minutes and action taken report of the previous IQAC meeting held on 16.12.2017 were read and confirmed	Minutes were presented (Read & Confirmed)
02	14 (02 nd January 2018)	02	Discussion on the data, provided for the Report of AISHE (All India Survey of Higher Education)	Approval has been given and Report has been submitted to AISHE on 02 nd March 2018

Dr. P. K. Naik
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DR.C. V. RAMAN UNIVERSITY

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16th December 2017 INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Thirteenth (13th) Meeting of IQAC held on 16.12.2017

The Thirteenth (13th) meeting of the Internal Quality Assurance Cell of the CVRU was held on 16th December 2017 at 03:00 pm at Board Room, the following members were present:

S. No	Name	Designation	Signature
01	Dr. R. P. Dubey	Chairperson	Present
02	Shri Gaurav Shukla	Member Secretary	Present
03	Shri Neeraj Kashyap	Administrative Officer	Present
04	Ms. Pushpa Kashyap	Administrative Officer	Present
05	Ms. Neelam Sahu	Administrative Officer	Present
06	Dr. Manish Upadhyay	Member (Teacher)	Present
07	Dr. Vivek Bajpai	Member (Teacher)	Present
08	Dr. V. P. Mishra	Member (Teacher)	Present
09	Dr. Jainendra Patel	Member (Teacher)	Present
10	Dr. Shweta Sao	Member (Teacher)	Present
11	Dr. Jayati Mitra	Member (Teacher) Co-Coordinator	Present
12	Mr. A. S. Mazumdar	Member (Teacher)	Absent
13	Shri Arvind Tiwari	Member (Teacher)	Present
14	Dr. S. M. Ghosh	Member (Teacher)	Absent
15	Shri Nitin Vats	Nominated Member (Management)	Present
16	Shri Utkarsh Upadhyay	Local Society, Students and Alumni	Present
17	Shri Abhishek Sharma	Local Society, Students and Alumni	Present
18	Ms. Ritu Gupta	Local Society, Students and Alumni	Present
19	Shri Pranay Roy	Employers /Industrialists/Stakeholders	Present
20	Shri Ravikant Singh	Employers /Industrialists/Stakeholders	Absent
21	Dr. P. K. Naik	Coordinator IQAC	Present

Meeting Agenda:

1. Review & approval of minutes and action taken report of the previous meeting (12th IQAC meeting) held on 30.10.2017
2. Discussion on conduction of faculty/ student exchange programmes.
3. Suggestion from the members for better functioning of IQAC (or any other matter)

Agenda Explained:

Agenda -1

Minutes and action taken report of the previous IQAC meeting held on 30.10.2017 were read and confirmed.

(Refer: Annexure – 1)

Agenda -2

It was discussed, that students and faculties should swap places in other localities, typically for a semester /year to share ideas and knowledge as well as learn about educational practices from different localities.

Agenda -3

It was also suggested by members of IQAC that for student /faculty exchange programmes, MoUs are required from different educational institute and research centers to make is possible.

The meeting ended with the vote of thanks proposed by Dr. R. P, Dubey, Chairman, IQAC-CVRU.



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Dr. R. P. Dubey
(Chairman IQAC)



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report Based on Minutes of IQAC Meeting held on
16th December 2018

S. No	IQAC Meeting No.	Agenda Number	Agenda/ Discussion topic in the IQAC meeting	Action taken subsequently on the agenda points discussed in the IQAC meeting
01	13 (16 th December 2017)	01	Review & approval of minutes and action taken report of the previous meeting (12th IQAC meeting) held on 30.10.2017	Minutes were presented (Read & Confirmed)
02	13 (16 th December 2017)	02	Discussion on conduction of faculty development, faculty exchange & student exchange programmes	All departments & T&P dept. are directed towards given agenda to implement and to take necessary action.

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30th October 2017 INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Twelfth (12th) Meeting of IQAC held in 30.10.2017

The twelfth meeting of the Internal Quality Assurance Cell of the CVRU was held on 30th October 2017 at 03:00 pm at Board Room, the following members were present in the meeting:

S. No	Name	Designation	Signature
01	Dr. R. P. Dubey	Chairperson	Present
02	Shri Gaurav Shukla	Member Secretary	Present
03	Shri Neeraj Kashyap	Administrative Officer	Present
04	Ms. Pushpa Kashyap	Administrative Officer	Present
05	Ms. Neelam Sahu	Administrative Officer	Absent
06	Dr. Manish Upadhyay	Member (Teacher)	Present
07	Dr. Vivek Bajpai	Member (Teacher)	Present
08	Dr. V. P. Mishra	Member (Teacher)	Present
09	Dr. Jainendra Patel	Member (Teacher)	Absent
10	Dr. Shweta Sao	Member (Teacher)	Absent
11	Dr. Jayati Mitra	Member (Teacher) Co-Coordinator	Present
12	Mr. A. S. Mazumdar	Member (Teacher)	Present
13	Shri Arvind Tiwari	Member (Teacher)	Present
14	Dr. S. M. Ghosh	Member (Teacher)	Present
15	Shri Nitin Vats	Nominated Member (Management)	Present
16	Shri Utkarsh Upadhyay	Local Society, Students and Alumni	Present
17	Shri Abhishek Sharma	Local Society, Students and Alumni	Absent
18	Ms. Ritu Gupta	Local Society, Students and Alumni	Present
19	Shri Pranay Roy	Employers /Industrialists/Stakeholders	Present
20	Shri Ravikant Singh	Employers /Industrialists/Stakeholders	Absent
21	Dr. P. K. Naik	Coordinator IQAC	Present

Meeting Agenda:

1. Review & approval of minutes and action taken report of the previous meeting (11th IQAC meeting) held on 29.08.2017.
2. Discussion on the data, provided for the Report of AQAR (Annual Quality Assurance Report)
3. Suggestion from the members for better functioning of IQAC (or any other matter)

Agenda Explained:

Agenda -1

Minutes and action taken report of the previous IQAC meeting held on 29.08.2017 was read and confirmed.

(Refer: Annexure – 1)

Agenda -2

The discussion on data which are being provided for AQAR was made, found satisfactory and approved for further submission.

The meeting ended with the vote of thanks proposed by Dr. R. P, Dubey, Chairman, IQAC-CVRU.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report Based on Minutes of IQAC Meetings held on

30th October 2017

S. No	IQAC Meeting No.	Agenda Number	Agenda/ Discussion topic in the IQAC meeting	Action taken subsequently on the agenda points discussed in the IQAC meeting
01	12 (30 th October 2017)	01	Review & approval of minutes and action taken report of the previous meeting (11 th IQAC meeting) held on 29.08.2017	Minutes were presented (Read & Confirmed)
02	12 (30 th October 2017)	02	Discussion on the data, provided for the Report of AQAR (Annual Quality Assurance Report)	Approval has been given and AQAR has been submitted on 28-11-2017

Dr. P. K. Naik
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DR.C. V. RAMAN UNIVERSITY
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29th August 2017 INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Eleventh (11th) Meeting of IQAC held in 29.08.2017

The eleventh meeting of the Internal Quality Assurance Cell of the CVRU was held on 29th August 2017 at 03:00 pm at Board Room, the following members were present in the meeting:

S. No	Name	Designation	Signature
01	Dr. R. P. Dubey	Chairperson	Present
02	Shri Gaurav Shukla	Member Secretary	Present
03	Shri Neeraj Kashyap	Administrative Officer	Absent
04	Ms. Pushpa Kashyap	Administrative Officer	Present
05	Ms. Neelam Sahu	Administrative Officer	Present
06	Dr. Manish Upadhyay	Member (Teacher)	Present
07	Dr. Vivek Bajpai	Member (Teacher)	Present
08	Dr. V. P. Mishra	Member (Teacher)	Absent
09	Dr. Jainendra Patel	Member (Teacher)	Present
10	Dr. Shweta Sao	Member (Teacher)	Present
11	Dr. Jayati Mitra	Member (Teacher) Co-Coordinator	Present
12	Mr. A. S. Mazumdar	Member (Teacher)	Present
13	Shri Arvind Tiwari	Member (Teacher)	Present
14	Dr. S. M. Ghosh	Member (Teacher)	Present
15	Shri Nitin Vats	Nominated Member (Management)	Present
16	Shri Utkarsh Upadhyay	Local Society, Students and Alumni	Present
17	Shri Abhishek Sharma	Local Society, Students and Alumni	Absent
18	Ms. Ritu Gupta	Local Society, Students and Alumni	Absent
19	Shri Pranay Roy	Employers /Industrialists/Stakeholders	Present
20	Shri Ravikant Singh	Employers /Industrialists/Stakeholders	Present
21	Dr. P. K. Naik	Coordinator IQAC	Present

Meeting Agenda:

1. Review & approval of minutes and action taken report of the previous meeting (10 th IQAC meeting) held on 06.06.2017.
2. Discussion for strengthening the Performance Appraisal System for teaching and non-teaching staff.
3. Discussion on organizing professional development /administrative training programmes for teaching and non-teaching staff.
4. Suggestion from the members for better functioning of IQAC (or any other matter)

Agenda Explained:

Agenda -1

Minutes and action taken report of the previous IQAC meeting held on 06.06.2017 were read and confirmed.

(Refer: Annexure – 1)

Agenda -2

It was discussed that performance-based appraisal system (PBAS) is need to be implemented for identifying the improvements and recognition, in this order HR Department is instructed to plan for it.

Agenda -3

It was discussed to organize FDPs and administrative training programmes for teaching, non-teaching and administrative faculties to develop their teaching and managerial skills.

Agenda -4

It was also said by Chairman, IQAC that teaching staffs are needed to be provided proper guidance to upgrade and update themselves for which HR department should organize workshops and FDPs on recent trends on education.

The meeting ended with the vote of thanks proposed by Dr. R. P, Dubey, Chairman, IQAC-CVRU.



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Dr. R. P. Dubey
(Chairman IQAC)



DR.C. V. RAMAN UNIVERSITY
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Action Taken Report Based on Minutes of 11th IQAC Meetings held on
29th August 2017**

S.No	IQAC Meeting No.	Agenda Number	Agenda/ Discussion topic in the IQAC meeting	Action taken subsequently on the agenda points discussed in the IQAC meeting
01	11 (29 th August 2017)	01	Review & approval of minutes and action taken report of the previous meeting (10 th IQAC meeting) held on 06.06.2017	Minutes were presented (Read & Confirmed)
02	11 (29 th August 2017)	02	Discussion for strengthening the Performance Appraisal System for teaching and non-teaching staff	HR Department is instructed for it towards its implementation further.
03	11 (29 th August 2017)	03	Discussion on organizing professional development /administrative training programmes for teaching and non-teaching staff	HR Department is instructed for it to organize the same with 4 programs each per year.

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