



Eternal University

(World peace through value based education)

EUI/IQAC/09/2021/03

Date: 21/10/2021

Internal Quality Assurance Cell (IQAC)

Proceeding of the 9th IQAC meeting held on 20/10/2021 at 4:00 PM in the Governing Body Room

Following of the members were present in the meeting

- | | | |
|-----|------------------------|--------------------|
| 1. | Dr. Davinder Singh | - Chairman |
| 2. | Dr. A.S. Ahluwalia | - Vice Chairman |
| 3. | Dr. B.S. Sohal | - Director |
| 4. | Dr. Neelam Kaur | - Member |
| 5. | Dr. S.K. Chauahn | - Member |
| 6. | Dr. Harpreet Kaur | - Member |
| 7. | Dr. Yogeeta Thakur | - Member |
| 8. | Dr. Raina Bhatia | - Member |
| 9. | Dr. Jai Kumar Sharma | - Member |
| 10. | Mr. Balraj Singh | - Member |
| 11. | Mr. Ramandeep Singh | - Member |
| 12. | Dr. Anupama K | - Special Invitee |
| 13. | Dr. Shweta Menon | - Special Invitee |
| 14. | Dr. Narinder Pal Singh | - Special Invitee |
| 15. | Dr. Puneet Negi | - Special Invitee |
| 16. | Dr. Sunil Kumar | - Special Invitee |
| 17. | Dr. Kulbhushan Kumar | - Special Invitee |
| 18. | Dr. Ajar Nath Yadav | - Member Secretary |

Members who couldn't attend

- | | | |
|----|-----------------------------------|----------|
| 1. | Dean/Representative DKSGACA | - Member |
| 2. | Dean/Representative ACET | - Member |
| 3. | Dean/Representative ACBS | - Member |
| 4. | Mr. Bakshish Singh (Panch) | - Member |
| 5. | Ms. Rupinder Kaur (Pradhan) | - Member |
| 6. | Ms. Kanchan (Ph.D. Scholar) | - Member |
| 7. | MS. Shagun Sharma (Ph.D. Scholar) | - Member |

Item No 1: Review of the previous proceedings of IQAC meetings and follow up action

Item No 2: Agenda of the 9th IQAC meeting

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Dr. Ajar Nath Yadav, Secretary IQAC welcomed the Chairman, Co-Chairman, Director IQAC, Members and Special Invitee for meeting and requested to allow the proceedings with agenda. On granting permission Dr. B.S. Sohal, Director IQAC, thanked the Chairman and informed the house for agenda of meeting.

Item No 1: Review of the previous proceedings

Item No 1a: Review of the proceedings of the 7th IQAC and follow up action

7.5 To organise EU Quiz

Dr. Puneet Negi, Co-ordinator EU Quiz, informed the house that two meetings [Ref. No: EU/EUQUIZ/01 date: 14/09/2021 and Ref. No: EU/EUQUIZ/02 date: 20/10/2021] have been held regarding this and First EU Quiz is scheduled to be organized on 22/10/2021. He put a query to house about the Awards to be given to the top rankers in quiz.

-The Chairman IQAC, suggested that the book(s) and a certificate should be given to the rankers 1-3 in the EU Quiz.

Action: Dr. Puneet Negi

7.6 Incubation Center in University

Dr. Sunil Kumar, Co-ordinator, Incubation Center, informed the house that one meeting (Ref. No: EU/IC/2021/10/01, dated: 11/10/2021) has been held regarding this. He requested to allocate the necessary space for the "Incubation Center in University"

-Dr. AS Ahluwalia Vice Chairman informed the house that "EC lab" is assigned for "Entrepreneurship & Incubation Cell"

Action: Dr. Sunil Kumar

7.9 Printing of Guidelines for Masters/Ph.D. thesis and Students Guide

Dr. B.S. Sohal, Director IQAC, informed the house that Students' Guide has been printed and given to the concerned persons/authority. Dr. Sohal also presented a copy to of the same to the Worthy Vice Chancellor. Dr. Sohal put the agenda for the printing of "Guidelines for Masters/Ph.D. theses"

-Dr. NP Singh, Dean Research, suggested to house that the "Guidelines for Masters/Ph.D. theses" may be uploaded on the university website.

-The Chairman IQAC, agreed with Dr. NP Singh.

Action: Dr. B.S. Sohal

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7.10 Internal connectivity through telephone

Mr. Ramandeep Singh informed the house that it will be done 1-2 weeks.

-The Chairman IQAC advised that it should be completed before November 15, 2021.

Action: Mr. Ramandeep Singh

7.11 Conduct of workshop by each College in this year 2021

Dr. B.S. Sohal, Director IQAC, informed the house that about three colleges have organised the workshop and reports for the same have been received by IQAC. Dr. Sohal informed the house that IQAC also need the proceedings of BOS of colleges, some colleges have provided the same except Akal College of Education, Akal College of Engineering and Technology, and Akal College of Health and Allied Sciences.

-Dr. NP Singh, Dean Research, agreed with Dr. Sohal and told that "it is mandatory to provide such reports to IQAC.

Action: All Dean and DSW

7.12 AQAR for submission to NAAC

Dr. B.S. Sohal, Director IQAC, informed the house about Annual Quality Assurance Reports (AQAR) for their submission to NAAC. The AQAR has been uploaded on the NAAC portal as desired and it is ready for submission.

-Dr. NP Singh, Dean Research, suggested that the AQAR may be checked by the Departments.

-Dr. Neelam Kaur informed the house about the "Club Activity" by Akal Academy.

-The Chairman IQAC suggested Director IQAC to view again and take views of all concerned to IQAC.

Action: Director IQAC and All Dean

Item No 1b: Review of the proceedings of the 8th IQAC and follow up action

8.3 Six-monthly reports by Ph.D. students

Dr. B.S. Sohal, Director IQAC, informed the house that very few students have submitted the six-monthly report.

-Dr. AS Ahluwalia Vice Chairman said that it is responsibility of Major advisor to get the six-monthly reports of Ph.D. student submitted to Dean PGS office. If it found that two semester six-monthly reports have not been submitted to Dean PGS office, the registration of Ph.D. student may be cancelled.

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-The Chairman IQAC, concluded the agenda and asked Dean PGS to give the reminder notice for same to all mentors/advisors/faculty members guiding the Ph.D. students.

Action: Dean PGS and All Deans

8.6 Deduction/deferment of salary and its pay slip to all faculty members

Dr. B.S. Sohal, Director IQAC, informed the house that meeting for the same has been done and proceedings of the meeting [EU/IQAC/08/2021/02 (i), dated 13/09/2021] are submitted to the house.

-The Chairman IQAC agreed for the same and asked to place it in ACM for ratification so that this may be effective from November 2021.

Action: VC office

8.7 Model question paper for Mid-Sessional and End semester Examinations

Dr. B.S. Sohal, Director IQAC, informed the house that three colleges (DKSGACA, ACBS and ACECM) have submitted the model question papers that have been uploaded on website.

-Dr. NP Singh, Dean Research, suggested that it should be "pattern/structure of question paper".

Action: COE and All Dean

8.8 Alumni Cell setup

Dr. AS Ahluwalia Vice Chairman informed the house that it is in its advanced stage of the registration.

Action: Dr. AS Ahluwalia

8.9 Environment Audit of campus

Dr. AS Ahluwalia Vice Chairman informed the house that University has started observing "No vehicle on each Wednesday" as one of SD goals.

8.10 Fixing of Notice boards for NCC/NSS/Placement/Competitive Cell

Dr. AS Ahluwalia Vice Chairman informed the house that it has been delegated to the concerned person.

Action: Dr. AS Ahluwalia

8.11 Faculty Welfare Scheme

Dr. B.S. Sohal, Director IQAC, requested Additional registrar for "Faculty Welfare Scheme" if there is any unfortunate happening with any faculty member of University, one day salary of each employer of the university and equal sum by Kalgidhar Trust will be given to family members. Along with this, there will be free education to children of such employer and a suitable employment to employer's husband/wife will be given by the University.

Action: Registrar/Account branch

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8.13 Any other matters- "Research Promotion Policy"

Dr. N.P. Singh Dean Research informed the house that "Research Policy" document has been developed and presented in house. This document state to encourage/motivation to faculty members and researchers to publish research articles, research projects, to attend national and international conferences as well as financial assistance as seed money for creating research infrastructure and writing good projects.

-Dr. S.K. Chauhan suggested that this is a very important document and should be thoroughly studied by finance department of the University as the policy is related to financial matters.

-The Chairman IQAC, asked Dr. NP Singh Dean Research to make a committee and submit the final document by November 10, 2021.

Action: Dr. N.P. Singh

Item 2: Agenda for 9th IQAC Meeting

9.1 New Education Policy and action to be taken

Dr. B.S. Sohal, Director IQAC, informed the house about the "New Education Policy" which may be implicated in 2022. There is need of enough time to frame and implement in the University.

-Dr. N.P. Singh agreed with Dr. Sohal and suggested to invite the expert for workshop.

Action: Dean Academic Affairs

9.2 Remuneration for Extension Lectures

Dr. B.S. Sohal, Director IQAC, informed the house for remuneration for extension lectures in University.

-Dr. S.K. Chauhan informed the house that there is already a policy for the same.

-The Chairman IQAC, stated that, there will be no "Remuneration for Extension Lectures" for online mode.

9.3 Wifi in Library and Hostel updation

Dr. B.S. Sohal, Director IQAC, informed the house about the updation of "Wifi in library and hostel updation"

-After thorough discussion, the Chairman IQAC, agreed and asked Mr. Ramandeep for Wifi up-gradation for library (Provided by University). The Chairman IQAC asked



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Mr. Ramandeep Singh to provide the details of budget for WiFi for Hostel which will be provided by outsources till November 15, 2021.

Action: Mr. Ramandepp Singh

9.4 Classroom teaching and meeting by Dean directors

Dr. B.S. Sohal, Director IQAC, informed the house about the agenda

-Chairman IQAC said that meetings should preferably be in evening time and should not usually overlap/disturb the class room teaching. However, the faculty has been advised to attend their classes even if there is a meeting.

Action: Dean/HoD

9.5 Water Wastages and Tap water

Dr. B.S. Sohal, Director IQAC, informed the house about the water wastage in campus. This may be done by using spray taps in different phases in the building.

-After discussion, all the members present in house agreed for this.

Action: Mr. Ravinderjit

9.6 Welfare Scheme (i) Advanced Salary to needy teacher and (ii) Pregnant and Lactating woman concession of time

Dr. B.S. Sohal, Director IQAC, informed the house about this agenda.

-After some discussion, all the members present in house agreed for this.

Action: Registrar

9.7 Initiate a Digital Library Repository

Dr. Meenakshi Gupta, Deputy Librarian, informed the house about the "Digital Library Repository" and requested for this initiative with theses submission of master and Ph.D. students.

-Dr. Neelam Kaur suggested that Eternal University library may be interconnected to other Academics. There should be some Extension activity by library staffs and suggested to put up display as "Author of a Day" and encourage the students to attend and visit the library regularly.

-The Chairman IQAC suggested for Extension activity atleast one in a month and workshop/quiz for students and prize for rankers in from of "books"

Action: Dr. Meenakshi Gupta

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9.8 Master degree except Agriculture and Nursing may be allowed with or without thesis and Master thesis submission upto college level by Dean of the College

Dr. AS Ahluwalia Vice Chairman, informed the house that there may be dual degree programme for master degree in some courses except Agriculture and Nursing in which student may take thesis or theory paper in last semester. The selection of thesis or theory papers by the students is based on choice, merit and availability of faculty members in the department. This will help students to get degree in time and faculty member will have more time for other activities.

-After thorough discussion, Chairman IQAC agreed that it may be discontinued for Humanity Subjects from the next session. The Chairman IQAC asked Dr. AS Ahluwalia to make committee with all Deans of college and submit the decision.

Action: Dr. AS Ahluwalia

9.9 Mid Sessional should be of 1 Hr with short questions pattern

Dr. AS Ahluwalia Vice Chairman informed the house about this agenda.

-Dr. SK Chauhan did not agree with this and said that Mid Sessional should be of 2 Hr

-Dr. BS Sohal, COE informed the house that the Mid-Sessional Examination carried 40% Marks and duration during Mid-Sessional is not counted as teaching day in Academic Calendar.

-Chairman IQAC agreed with Dr. Chauhan and Dr. Sohal and suggested no change.

9.10 Topic and Equipment of month

Dr. AS Ahluwalia Vice Chairman, informed the house about the agenda. In this, the senior most Research Scholar will present a seminar, once in a month. The equipment in-charge will give a demonstration about the equipment in which any student or faculty member can join.

- The Chairman IQAC agreed with the agenda item and said that the first "Equipment of month" will be given by faculty member of Akal College of Health and Allied Sciences

Action: Dean/HoD

9.11 Annual Foundation Lecture as Sant Teja Singh Ji Memorial Oration Award

Dr. AS Ahluwalia Vice Chairman, informed the house about the agenda.

-All the members present in house agreed for this.

Action: Dr. AS Ahluwalia

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9.12 DMC's & Degree Certificate of the student from University Website with login and verification system and Online Student Result System

Mr. Ramandeep Singh informed the house and showed the online systems "how a student can see the DMC's and Degree" as well as result at University websites.

-Dr. NP Singh Dean Research suggested that there should be two security systems one with contact and another with email id.

- The Chairman IQAC concluded the agenda and said that the online system will be only for 3rd party verification of details of any student. It will not be accessible to any student. The Chairman asked Mr. Ramandeep Singh to contact a software-security expert.

After end of the session, Director IQAC, thanked the Chairman IQAC, Vice Chairman IQAC, and all members present in the house for their presence and sparing their valuable time.

(Dr. Ajar Nath Yadav)
Member Secretary

(Dr. B.S. Sohal)
Director IQAC

(Dr. A.S. Ahluwalia)
Pro Vice Chancellor

Approved

Vice Chancellor