



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

Internal Quality Assurance Cell (IQAC)

Proceedings of the 12th IQAC meeting held on 10/10/2022 at 11.00 AM in the Governing Body Room of the University.

Following members were present in the meeting.

1.	Dr. Davinder Singh	-	Chairman
2	Dr. AS Ahluwalia	-	Vice Chairman
3	Dr. BS Sohal	-	Director
4	Dr. Neelam Kaur	-	Management Nominee
5	Dr. NP Singh	-	Member
6	Dr. SK Chauhan	-	Member
7	Dr. Purvi Luniyal	-	Member
8	Dr. PS Cheema	-	Member
9	Dr. SK Sharma	-	Member
10	Dr. Sandipan Gupta	-	Member
11	Dr. Raino Bhatia	-	Member
12	Dr. Harpreet Kaur	-	Member
13	Dr. Anupama K	-	Member
14	Dr. Shaveta Menon	-	Member
15	Mr. Balraj Singh	-	Member
16	Dr. Nasib Singh	-	Member
17	Ms. Ramadeep Kaur	-	Member
18	Mr. Ramandeep Singh	-	Special Invitee
19	Dr. Meenakshi	-	Special Invitee
20	Dr. Puneet Negi	-	Special Invitee
21	Er. Rajeev Thakur	-	Special Invitee
22	Mr. Ravinderjit Singh	-	Special Invitee
23	Dr. Ajar Nath Yadav	-	Member Secretary

Members who couldn't attend

1	Mr. SC Gosh (Director UCRC)	-	Member
2	Dr. Manpreet Singh	-	Member
3	Dr. Anil Kumar Gupta	-	Member
5	Mr. Darshan Singh	-	Member
6	S. Bakshish Singh	-	Member
7	Ms. Rupinder Kaur	-	Member
8	Ms. Gagandeep Kaur (Ph.D. Scholar)	-	Member

ITEM-1: Review of the previous meetings and action taken thereof

ITEM-2: Agenda for the 12th IQAC meeting

Dr. Ajar Nath Yadav, Secretary IQAC welcomed the chairman Dr. Davinder Singh Ji, Pro Vice Chancellor Dr. AS Ahluwalia, Director IQAC Dr. BS Sohal and members/ Special invitees for the meeting. He requested the chairman to grant permission to conduct the meeting. Dr. Davinder Singh, Chairman, IQAC granted permission for the same.



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

- With the onset of meeting, the Director IQAC, Dr. BS Sohal informed the house regarding the cloud burst that prevailed on Septembers 25, 2022 with colossal infrastructure loss without any life. He thanked the administration for the immediate action and preventing the loss of education and uninterrupted classes in the university. The students and faculty members did their best to help and recover the losses. Dr. Davinder Singh, Vice Chancellor thanked everyone for the help rendered in various forms.
- As much of the action taken on the 9th, 10th and 11th proceedings were not reviewed due to the paucity of time by the Chairman cum Vice Chancellor, Dr. Davinder Singh. He requested the Chairman to give sufficient time to review the action taken.

ITEM-1: Review of the previous meetings and action taken thereof

Item-1a: Review and action taken for the 9th IQAC meeting

9.1 New Education Policy and action taken

- Dr. AS Ahluwalia, Dean Academic Affairs informed the house that the process has been initiated with some changes and revision of B.Ed. curriculum (76/08/2021 item 76th ACM) and thorough discussion was made on NEP under item 77/18/2022 in 77th ACM. Keeping in view, action has been initiated to revise B.Sc. IT, B.Tech. CSE and B.Tech. ETC (item 78/07/2022 of 78th ACM).
- Dr. SK Chauhan suggested that the university would go for a workshop on NEP. He also informed that they are in the process of making only 1st year courses in the B.Sc. Economics, B.Com and BBA having multidisciplinary approach as suggested by the NEP.
- Dr. Davinder Singh complimented the action taken in the regard.
- Dr. PS Cheema commented that the programme revision of the other Universities is closely being watched, so that their ideas can be incorporated.
- In this regard, Dean Academic Affairs informed the Chairman that the university is moving in this direction.

9.3 Wi-fi in Library and Hostel updation and action taken

- Mr. Ramandeep Singh informed the house that action has been taken and Wi-Fi is working properly. The Chairman showed his satisfaction for the same.

9.4 Classroom teaching and meeting by Dean and Directors and action taken

- The Director IQAC, Dr. BS Sohal informed the house that the proceeding was circulated amongst all the faculty members of the University and the action has been taken. The faculty has been asked to give preference to classroom teaching than the meetings called by the Dean/Directors'. Most of the meetings are called in the evening i.e., after 3:00 pm when the classes are relatively lesser.



9.5 Water Wastage and Tap Water and action taken

- Mr. Ravinderjit informed the house that the water wastage had been reduced by putting up urinal traps in the whole university. The university is also in the process of purchasing the spray/sprinkler water taps to reduce water wastage. The Chairman asked to send the detailed budget required for the same.

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

- Dr. SK Chauhan, Additional Registrar, informed the house that advanced salary to needy faculty is given and deducted time to time later. The letter concerning the female faculty has been issued for the same. The Chairman showed satisfaction for the same. He also demanded that paternal leave should also be given on the pattern of state Government. The chairman asked him to put up the agenda in the next meeting.

9.7 Initiate a Digital Library Repository and action taken

- Dr. Meenakshi, Deputy Librarian informed the house that the Digital Library Repository has been made in which all the e-books and Theses (M.Sc. and Ph.D.) along with the synopsis of the students are placed as soft copy. The Controller of examinations, Dr. BS Sohal informed that such soft copy with plagiarism check is also sent to the INFLIBINET.

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.

- Dean Academic Affairs pointed that the matter has been placed in the 78th ACM and has been approved (78/04/2022 in the 78th ACM)
- Dr. SK Sharma pointed out that the modalities i.e. format for synopsis, Certificate I and II in thesis need to be modified.
- Dr. AS Ahluwalia informed that it is in the process and will be resolved soon. Dr. Davinder Singh, Worthy Vice Chancellor pointed out that modalities for course curriculum should be made such that students do not feel deprived of anything.

Item-1b: Review and action taken for the 10th IQAC meeting

- The Director IQAC informed the house that this meeting was called only to rectify the 3rd AQAR before its submission to the NAAC and suggestions given by the honorable members were incorporated. The action for the incorporation of all the inputs was made by the Secretary IQAC before placing in the 77th ACM vide item 77/15/2022.

Item-1c: Review and action taken for the 11th IQAC meeting

11.1 Ph.D. Scholar Research Presentation in Six months and action taken

- Dr. BS Sohal, Dean PGS informed that Deans of the respective colleges were requested to go for the six-monthly reports before the advisory committee of the students and send the report to the Dean PGS office for record and issuing of the DMC. He also informed



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

the chair that each college is following this practice and COE office is not issuing any DMC if such report is not sent to the office. The Vice Chancellor, Dr. Davinder Singh commended the action taken.

11.2 Guidelines for amendments in Master Programme in the University and action taken

- Dr. AS Ahluwalia informed that in a series of meetings with the Deans of the respective colleges, a consensus has been worked out. He informed that as it was difficult to take 20 credits in place of thesis work, some credits should be given for the project work so that the students can understand reviewing literature and writing scientific material. Some of the departments were of the view that there should not be any project reports. However, all the Dean agreed for having courses as per the choice of the students in this last semester and passing marks for the course with S grade (50%). He requested Dr. Davinder Singh, Vice Chancellor, to give some more time to complete this exercise. The Vice Chancellor agreed to it.

11.3 Merging of courses with more than 70% same course content and action taken

- Dr. BS Sohal informed the house that he carried the exercise for all colleges and was successful in reducing the load of the faculty. He also informed that large number of courses with very minor changes in their syllabi curriculum (Statistics, Economic, Research Methodology, CSE, English and Punjabi) have been merged and implemented. This all was done with the approval of Department HODs. The Vice Chancellor agreed and appreciated the efforts made in this regards.

11.4 Implementation of events as suggested by NAAC in 3rd AQAR and action taken

11.4a Certificate/ Diploma/ value added course to be introduced in coming session: Dr. SK Chauhan informed that as the course approval for the session 2022-23 has already been sent, the process will be taken for session 2023-24. However, he added that for value addition, the courses can be amended. Dean ACE&T informed that some courses on python have been added for value addition for B.Tech. CSE. (78/07/2022 in 78th ACM).

11.4b Teacher attending professional development programme/ orientation/Refresher/ Faculty to be encouraged: Dr. NP Singh Director Research informed the house that Research Promotion Policy has been circulated to the whole faculty on September 24, 2022, via email in which financial assistance for attending National and International conferences & FDPs for any amendments. He requested the Vice Chancellor that it will be soon placed in the academic council for approval. The Vice Chancellor and Pro Vice Chancellor agreed to the same.

11.4c Enhanced Gender equity activities: Dr. Neelam Kaur Dean ACH&AS informed that shortly Guest lectures in this regard will be arranged.

11.4d E-lecture development by teachers: Er. Rajeev Thakur informed that the university has well set media lab and if any faculty member want to have video lecture for any class, they can avail this facility.



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

11.4e Extra Classes for weaker students: Dr. Purvi Lunyal Dean ACA&SS informed that such classes have been arranged for the English and Punjabi Students. Similarly for Akal College of Nursing, classes have been arranged as informed by Dr. Neelam Kaur Dean ACH&AS. The worthy Vice chancellor asked the other Deans to have special classes for the students with scholastic probation.

11.5 Store Purchase officer of the University and action taken

- As suggested in the meeting, the name of Dr. Surjan Singh has been approved and official letter has been sent by the PVC office, as informed by Dr. AS Ahluwalia, himself.

11.7 Plagiarism Policy for Synopsis and Thesis Check and action taken

- Dr. BS Sohal, Dean PGS informed that the action has been taken hence forth for the reduction in price for plagiarism check and this certificate is to be issued by the Dean PGS office and would be placed after the certificate-II in the thesis.

11.8 University tournaments to be conducted and action taken:

- Dr. BS Sohal informed that June 24, 2022 was celebrated as the Annual Sports Day and other tournaments were also planned.

11.9 Charging the tuition fee if degree is not completed and action taken

- Dean PGS Dr. BS Sohal informed that the action has been taken in order to discipline students to complete their degrees in time. A grace period of 21 days has been put into compliance after the date of registration for the final semester.
- The Director IQAC requested the Chairman and house for any comments and suggestions for the previous agenda and action taken. The worthy Vice Chancellor appreciated the action taken and also informed that Turnitin software for antiplagiarism check is being made available to the university. He also showed satisfaction at the water saving devices used in the urinals. Later the Chairman asked to go ahead with the agenda of this meeting.

ITEM-2: Agenda for the 12th IQAC meeting

12.1 Academic, Green, Energy, Environment Audits

- Dr. BS Sohal the Director IQAC informed the house that Academic Audit for the University was carried out on August 26-27, 2022 by three honorable members' viz. Prof. Gurmail Singh Vice Chancellor Akal University Talwandi Sabo, Dr. RK Gupta Professor Academics College of Forestry, Nauni University Himachal Pradesh and Prof. Manjit Singh Former Registrar, IKG Punjab Technical University Jalandhar. The respected members carried out the detailed investigation by calling each Dean of the college for presentation. The committee members also met the students, and visited personally to all the laboratories.
- Dr. Sohal handed over the recommendations made by the Honorable committee members to the Vice Chancellor.
- Dr. Sohal further requested the Vice Chancellor for Green, Energy and Environment audits as they are mandatory for the NAAC reports.



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

- Dr. NP Singh Director Research informed that the University has already hired EHS Reliance Services for the same and the needful will be done. The Vice Chancellor showed his satisfaction for the same.

Action: Dr. NP Singh

12.2 Students failed in a course need to attend classes

- Dr. SK Sharma informed that some of the students of Agriculture College, who got F grades are repeating the course along with the lower class, however, the Students guide is silent over the payment of fee for clearing the course.
- Dr. BS Sohal, COE informed that the student getting F Grade in any course can avail supplementary examination. As these students are allowed to appear in the examination, as they have already attended the classes i.e. minimum 75% the requirement of the University. However, if they want to clear the course along with the lower class, they need not go for attending the classes, but need to go for mid sessional and end term examination along with that class. As the Student Guide is silent over the matter it may be placed in next ACM for discussion.
- Dr. AS Ahluwalia was of the view that fee should not be charged as it is not the extra burden on the teacher concerned.
- The Chairman, Dr. Davinder Singh Vice Chancellor asked to place the matter in the next ACM for approval.

Action: Dean DKSGACA

12.3 Setting of Question papers from other Universities

- Dr. NP Singh, Director Research opined that the University should explore the possibility of getting question papers prepared from outside the University and evaluation of answer sheets by the faculty members from the same department but not teaching this course. This will ensure quality in examination system.
- Dr. BS Sohal, COE informed the house that already the university is getting framed and evaluated Nursing question papers from outside the University. Partial papers of College of Agriculture are also got set from outside sources. However, to get all the question papers numbering nearly 1000 in both the semesters in a year will be costing heavily and needs extra manpower too.
- Dr. SK Sharma said, the university should go for setting papers from outside sources as it is the need for accreditation.
- Dr. Sandipan Gupta Dean ACBS was of the view that question papers should be moderated before taking examination as there are difficulties faced by the students, when it is out of syllabus.
- Dr. AS Ahluwalia was of the view that it will help better quality students, as the faculty will be completing the course and students will also force upon teacher to complete the course.



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

- The worthy Vice Chancellor Dr. Davinder Singh agreed that the question papers should be set and checked from outside the university. If the examination branch needs any more man power for the same it will be granted.
- Dr. BS Sohal thanked the worthy Vice chancellor for agreeing to the same and said gradually his office will be commencing this process.

Action: Controller of Examinations

12.4 UGC instruction to conduct Ph.D. M.Sc. Viva-Voce examination on online mode

- Dr. BS Sohal, Controller of Examinations informed the house that due to cloud burst at Baru Sahib and the prevailing situation, large number of students have gone home after submitting their rough thesis and are not able to reach back. He pointed out that the UGC has allowed online Viva-Voce as per the letter dated May 4, 2022. This matter he said was placed in the 78th ACM (item 78/03/2022) for allowing the students to appear online for final viva-voce, but was turned down and may be allowed under extreme conditions.
- However, Dr. SK Chauhan informed the house that some time, the roads are damaged and the student is not able to join for the final viva-voce, hence should be allowed.
- Dr. AS Ahluwalia, PVC was of the view that the pre-thesis seminar should be only offline as it is for the whole department to attend, and corrections suggestions made are to be incorporated by the student. However, the final viva-voce may be allowed online.
- The worthy Vice Chancellor, Dr. Davinder Singh said as if situation warranted and the decision of UGC also, the final viva-voce may be conducted, if necessary, online.

Action: Controller of Examinations

12.5 Celebration of days by the University as per UGC notification

- Dr. BS Sohal, Director IQAC informed the house on this agenda that UGC from time to time notify the celebration of days. No doubt the University is celebrating with students the National and International Days, but to abide by the University should also celebrate these days as and when informed. The UGC notification regarding *Har Ghar Tiranga*, *International year of Millet*, *Swatch Pakhwara*, *Shikshak Parv*, the days are celebrated. The University would like to arrange a lecture on Ayurveda to celebrate the *Har Din Har Ghar Ayurvede* as notified by the UGC. The House agreed to the same and asked the PVC to arrange the lecture.

Action: PVC

12.6 Special value based Guest lecturer lectures

- Dr. AS Ahluwalia PVC informed the house that value addition guest lectures should be arranged in addition to the National and International Day celebrations. Some students feel stress, anxiety during their study and needs relaxation. I propose the celebration of some of the days which are very important as Talent hunt, Disaster Management. World AIDS Day, Cross country, Disability Day, and some club activities be celebrated on the campus.



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

- Dr. Sohal suggested some lectures on drug deaddiction, stress management and disciplined life.
- Dr. NP Singh was of the view that the students should be made aware of the code of conduct for students, University policies etc.
- Dr. SK Sharma, Dean ACEC&M suggested some activities should be done at the college level. He suggested that the consumer awareness Day should be celebrated at the college level.
- Dr. Purvi Lunyal, Dean ACA&SS suggested the Music Day, Language Day and some workshops should be celebrated at the college level.
- Dr. PS Cheema wanted that the Yoga Day should be celebrated at the University level so that it becomes a part of our life.
- Dr. Davinder Singh, Vice Chancellor agreed and said such activities are must for relaxation and personality development for the students and faculty.

Action: VC office

12.7 Research Promotion awards in form of incentives:

- Dr. Narinder Pal Singh, Director Research informed the house that under Research Promotion and incentive Policy, the university should give awards for not only teachers but also for students for the calendar year 2022. They can be 1. Best University Researcher Award for Teachers; 2. Best Faculty Researcher Award for Teachers; 3. Best Rising Researcher Award for Teacher; and 4. Best Researcher Award for Students. They should be given some respectable cash amount as admissible to the administration. He also requested the worthy Vice Chancellor to give away these awards at the annual convocation.
- Dr. AS Ahluwalia appreciated the step taken for the faculty and said that it will certainly increase the number of publications and passion for research work by the faculty and research scholars.
- Dr. SK Chauhan, Dean ACEC&M was of the opinion to award an increment of 3% or in the form of promotion to the Best University Researcher awardee. Almost all the Deans nodded with positivity for the agenda placed by Dr. NP Singh
- The Vice Chancellor agreed to the proposal and asked to place the rules and regulations for the same so that no body showed any reservation.

Action: Dr. Puneet Negi

12.8 Interactive boards in the class rooms

- Dr. AS Ahluwalia Dean Academic Affairs and PVC requested the worthy Chancellor to allow the colleges to have interactive boards instead of LCD projectors. Dr. Davinder Singh worthy Vice Chancellor immediately agreed for initially to have a few such boards to have its experience and performance.

Action : Mr. Ramandeep Singh



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

12.9 Style of writing Thesis in languages and Music:

- Dr Purvi Lunyal, Dean ACA&SS informed the house that in Eternal University, the Thesis of Basic Sciences, Social Sciences and Engineering are written in APA style whereas for Medical Sciences in Vancouver style. This is not true for the Music and Language students for writing the thesis. She had enquired from various Universities viz. Panjab University and Himachal Pradesh University. It is written in CMS and MLA style.
- Dr. Sohal, Director IQAC informed that it is old style of only writing the references. It is not the style of writing the text chapter wise. He asked her to place the details for putting the matter in Academic Council.

Action: Dr. Purvi Lunyal

12.10 Establishment of Research and Development Cell

- Dr. NP Singh Director Research informed the house regarding the UGC letter dated March 4, 2022 wherein Prof. M Jagdish Kumar Chairman UGC has directed under NEP 2020, to establish RDC (Research Development Cell). Guidelines have been issued to all HEIs with vision, mission, and objectives.
- He further stated that the initiative taken by UGC is with mandate for promoting quality of research that contributes meaningfully towards goal of self-reliant India (Atamnirbhar Bharat).
- Dr. AS Ahluwalia, PVC supported that formation of RDC to monitor the direction of research as our mission and vision.
- Dr. BS Sohal, Dean PGS was of the opinion that the faculty for the cell should be represented by all the colleges.
- The Vice Chancellor, Dr. Davinder Singh appreciated the move taken by UGC and asked Dr NP Singh DR to go ahead.

12.11 Any other item with the permission of the chair:

- Dr. Puneet Negi, HOD Department of Physics requested the chair for renovating the Gym facility for the staff members. Most of the equipment's are not functional. Er. Rajeev Kumar Said that timing for the milk distribution needs to be looked into as it starts at 8:00 am and the faculty is under stress to bring milk and reach the university in time.
- Dr. Davinder Singh the Worthy Vice Chancellor asked his office to look into the matter.



Eternal University

(World peace through value based education)

Ref. No. EU/IQAC/12/2022/03

Dated: 11/10/2022

- In the end, Dr. BS Sohal thanked the Vice Chancellor for sparing his valuable time for this meeting. He also thanked PVC Dr. AS Ahluwalia and Deans, Directors and members of the IQAC.

(Dr Ajar Nath Yadav)
Member Secretary

(Dr BS Sohal)
Director IQAC

(Dr. AS Ahluwalia)
Pro-Vice Chancellor

Approved

(Dr Davinder Singh)
Vice Chancellor