



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE MEETING

A meeting of the IQAC committee was held on 6th April, 2023 at 3.00 PM in the IQAC office at the Mahatma Jyotiba Fule Campus. Following members were present for this meeting, the minutes of meeting and action taken are:

1. Dr Subhash Choudhary, Hon'ble Vice Chancellor. President
2. Dr Rajesh Singh, Director IIL
3. Dr Harish Paliwal, Finance Officer (I/C), RTMNU
4. Dr Satish Sharma, Head, Electronics and Computer science
5. Dr Sanjay Dhoble, Professor, Department of Physics
6. Dr S I Koreti, Head and Professor, Department of History
7. Dr (Mrs) Bandana Samant, Associate Professor, Department of Geology
8. Dr Dadasaheb Kokare, Assistant Professor, Department of Pharmaceutical Science
9. Dr Mahesh Kumar Yenkie, Former Pro-Vice Chancellor
10. Dr (Mrs) Smita Acharya, Director IQAC, (Member secretary)

Item No. 1: To confirm the minutes of the previous IQAC meeting

Item No. 2: Formation of Research and Development cell as per UGC Guidelines.

Item No. 3: Alumina Connect office with full time deputed officer and portal to speed-up and coordinate Alumina activities and their contribution in university development.

Item No 4: Academic audit of university department for academic session 2022-23.

Item No 5: Formation of one-stop-office for all activities related to interaction (student/Faculty) and initiate activities to establish collaboration for teaching and Research with eligible foreign HEIs

Item No 6: Preparation of university prospective plan by considering guidelines of Institutional Development Plan.

Item No 7: Compulsory two credit audit courses on soft and communication skill

Item No. 8: Formation of programme cluster for model execution of CBCS in PGTD-RTMNU.

Item No. 9: Identifies five PGTD departments for Professor of emeritus or Adjunct professor post to be selected or nominated.



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Item No. 10: Selections of Post-doc students of departments having or completed centralized project like FIST/SAP etc.

Item No 11: Discussion and submission of AQAR-2021-22

The meeting begin by welcoming all the members by IQAC Director and sought permission from the chair to start the proceeding of the meeting. With the permission of president, all the points in the agenda were discussed in the meeting. Deliberation and discussion during the meeting are documented below.

Item No 1: To confirm the minutes of the previous IQAC meeting and the Action taken Report (ATR)

Discussion: Minutes of the previous IQAC meeting were unanimously confirmed. All the points and point-wise reply regarding the action taken were discussed during the meeting. The IQAC director presented a detailed account of the action taken on various issues discussed during previous meeting. The committee expressed satisfaction over the action taken.

Item No. 2: Formation of Research and Development cell as per UGC Guidelines.

Discussion: R and D cell is formed by using UGC guidelines and Dr Dadasaheb Kokare is nominated as coordinator of R and D cell. The committee for RDC is attached as enclosure-1. The general administration will provide infrastructure support for establishment of RDC.

Item No. 3: Alumina Connect office with full time deputed officer and portal to speed-up and coordinate Alumina activities and their contribution in university development

Discussion: PGTD Department will give responsibility to a faculty member to maintain Alumni Data and submit to IQAC annually with AQAR report.

Item No 4: Academic audit of university department for academic session 2022-23.

Discussion: Academic Audit format prepared by IQAC discuss by board of Deans and finalized and ready for implementations.

Item No 5: Formation of one-stop-office for all activities related to interaction (student/Faculty) and initiate activities to establish collaboration for teaching and Research with eligible foreign HEIs



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Discussion: One-stop-office to initiate activities related for international Academic and Research collaboration is formed, the Faculty-wise coordinators of the activities:

1. Faculty of Science - Dr Satyendra Prasad, Assistant Professor, Department of Pharmaceutical Sciences.
2. Faculty of Humanities, commerce and management – Dr Vikas Jabhulkar, Professor and head, Department of Political Science.
3. Faculty of Interdisciplinary – Dr Payal Theorey-Assistant Professor and Head, PGTD, LAW

Item No 6: Preparation of Institutional Development Plan.

Discussion:

- **Dr Prashant Maheswari**, Dean, Science and Technology is working to design framework of institutional development plan for RTMNU.
- Following representatives of the department will coordinate to Dr Maheswari to design model IDP :

Sr No	PGTD department	Coordinator
1.	Department of Physics	<ul style="list-style-type: none">• Dr O P Chimankar, Head• Dr Kalyani, Assistant Professor
2.	Department of Pharmaceutical Sciences	<ul style="list-style-type: none">• Dr P B Khadekar, Head• Dr P Salve, Professor
3.	Department of Geology	<ul style="list-style-type: none">• Dr K R Randive, Head• Dr S K Humane, Professor
4.	Department of Economics	<ul style="list-style-type: none">• Dr. Satyapriya H. Indurwade, Head• Hitesh Manik Dadmal, Assistant Professor
5.	Department of Education	<ul style="list-style-type: none">• Dr Rajeshree Vaishnav, Head• Dr Renu Bayaskar, Assistant Professor

Item No 7: Compulsory two credit audit courses on soft and communication skill

Discussion: All HODs' of PGTD are requested to plan for this for 2nd semester students. For implementation, eight working days (8 days x 4 hrs per day= 32 hrs) schedule need to be allotted at any time in the semester, as per academic convenience of the respective PGTD academic



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

programme. The course will be conducted by external consultants under CSR activity like Nandi Foundation.

Item No. 8: Formation of PG programme cluster for model execution of CBCS in PGTD-RTMNU.

Discussion:

- All HODs will be requested to give list of probable PGTD programme that can be clustered together for effective implementation of CBCS.
- The selection of PGTD programme for clustering shall be made on the basis of partial matching of pre-requisite knowledge.
- E.g. the course Name “Experimental Techniques For Materials characterization”, on the basis of pre-requisite and syllabus of the course, it can be availed by PG students of chemistry, biotechnology, microbiology, physics, pharmaceutical sciences etc. So, these departments can be clustered to implement this course under CBCS.
- HODs will take initiatives to identify such courses from their PGTD programme and inform the IQAC by filling google form of link: <https://forms.gle/X4MaAaK6jgxo1cgg8>
- IQAC will coordinate awareness programme for newly joined semester-I for such courses and there importance for future academic and research carrier.

Item No. 9: Nomination of Professor of emeritus or Adjunct professor for PGTD-RTMNU

Discussion: HODs are requested to nominate a post as Professor of emeritus or Adjunct professor for PGTD-RTMNU. Modalities for nomination are enclosed herewith **Annexure-3**.

Item No. 10: Selections of Post-doc students of departments having or completed centralized project like FIST/SAP etc.

Discussion: Committee will form to execute the selections.

Item No 11: Discussion and submission of AQAR-2021-22

Discussion: AQAR 2021-22 are discussed in details and give permission to submit on NAAC portal.



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Signature:

Dr Rajesh Singh, Director IIL

Dr Satish Sharma, Head,
Electronics and Computer
science

Dr Sanjay Dhoble, Professor,
Department of Physics

Signature:

Dr S I Koreti, Head and
Professor, Department of
History

Dr (Mrs) Bandana Samant,
Associate Professor,
Department of Geology

Dr Dadasaheb Kokare,
Assistant Professor,
Department of Pharmaceutical
Science

Signature:

Dr Mahesh Kumar Yenkie,
Former Pro-Vice Chancellor

Dr Harish Palliwal
Finance and Audit officer
(I/c),
RTMNU

(Dr Smita Acharya)
(Director, IQAC)

Signature

(Dr Subhash Choudhari)
Vice Chancellor, RTMNU
Chairman



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken report of the decision taken in the IQAC meeting held on April, 2023

Sr No.	Item No	Discussion	Details of action taken and nature of action taken
1.	1	To confirm the minutes of the previous IQAC meeting	Minutes of meeting of IQAC 19 th September, 2022 are confirmed
2.	1	To confirm the Action taken Report (ATR)	Action taken for the previous minutes of meeting held on 19 th September, 2023 was confirmed.
	2	Formation of Research and Development cell as per UGC Guidelines	RDC committee formed, Dr Dadasaheb Kokare is coordinator, RDC committee detail report will be submitted by Dr Kokare on or before 16 August, 2023
3	3	PGTD Department will give responsibility to a faculty member to maintain Alumni Data and submit to IQAC annually with AQAR report.	HOD should appoint a faculty member (regular/CHB/Contractual) to communicate Alumni and generate the Data on (google link) and inform to IQAC, Submit the report on or before 16 August, 2023
4.	4	Academic Audit format prepared by IQAC discuss by board of Deans and finalized and ready for implementations	<ul style="list-style-type: none"> Academic Audit of Academic session 2022-23 will be completed before 15 October, 2023
5	5	Academic Audit of University Department	<ul style="list-style-type: none"> Board of dean need to take urgent action; as file is pending since last two years in board of dean office.
6	6	One-stop-office to initiate activities related for international Academic and Research collaboration is formed, the Faculty-wise coordinators of the activities:	<ul style="list-style-type: none"> The Report on the functioning of committee will submitted to IQAC before 20 August, 2023



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

		<ol style="list-style-type: none"> 1. Faculty of Science - Dr Satyendra Prasad, Assistant Professor, Department of Pharmaceutical Sciences. 2. Faculty of Humanities, commerce and management – Dr Vikas Jabhulkar, Professor and head, Department of Political Science. 3. Faculty of Interdisciplinary – Dr Payal Theorey- Assistant Professor and Head, PGTD, LAW 	
7	7	<u>Preparation of Institutional Development Plan</u>	<ul style="list-style-type: none"> • Dr Prashant Maheswari will conduct meeting with the members and submit report before 16 August, 2023
8	8	All HODs' of PGTD are requested to plan for this for 2 nd semester students. For implementation, eight working days (8 days x 4 hrs per day= 32 hrs) schedule need to be allotted at any time in the semester, as per academic convenience of the respective PGTD academic	<ul style="list-style-type: none"> • Please submit action taken report on or before 16th August, 2023
9	9	HODs are requested to nominate a post as Professor of emeritus or Adjunct professor for PGTD-RTMNU. Modalities for nomination are enclosed herewith Annexure-3.	<ul style="list-style-type: none"> • Submit nomination on or before 16th August, 2023
10	10	<u>Selections of Post-doc students of departments having or completed centralized project like FIST/SAP etc.</u>	<ul style="list-style-type: none"> • FAO office will make budgetary provision for The post-doc post



RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

11	11	AQAR 2021-22 are discussed in details and give permission to submit on NAAC portal.	Official permission is given to Submit and submitted on 12/07/2023


Director IQAC