



OFFICE OF THE DEAN OF UNIVERSITY INSTRUCTION  
PANJAB UNIVERSITY, CHANDIGARH

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Summary of the online meeting of all Chairpersons/Directors/ Coordinators of PU departments/Institutes/Centres under the chairmanship of Hon'ble Vice Chancellor was held on **31.08.2021** to discuss various issues.

Various Deans, Chairpersons/Directors/Coordinators and administrative officers attended the meeting.

Professor V.R.Sinha, Dean of University Instruction (DUI) started the meeting by welcoming Hon'ble Vice Chancellor and all the members present and congratulated them on successful completion of Academic Session 2020-2021. He also appreciated all Chairpersons and members of Admission Facilitation Committee for their support and cooperation in completing the first round of admissions. He assured that remaining admission process for the academic session 2021-22 would also be completed within scheduled period as per previous practice. He requested the Chairpersons to stick to Covid SOPs during counseling/admissions in their respective departments.

Initiating the discussion, the DUI expressed his concern over inordinate delays at the end of the departments in providing information sought by DUI, Director, IQAC or other authorities. He shared that recently, as desired by the UGC, a circular was issued to all the departments seeking information on blended mode of teaching, but almost all the major departments did not supply the information within time. He requested to abide by the deadlines, so that the very purpose of collating such information may not be defeated.

Addressing the meeting Hon'ble Vice Chancellor, Professor Raj Kumar congratulated all the members present and PU faculty for putting their best efforts to teach students in online- mode of teaching throughout the year despite pandemic situation, consequently, PU is in a better position to start the new academic

session. He advised all Chairpersons to ensure the proper vaccination of all faculty members, staff and students. He also advised to follow COVID SOPs issued by competent authorities in letter and spirit so that spread of pandemic may be controlled to possible extent.

The Hon'ble Vice Chancellor also shared the following issues with the members:

1. Highlighting the growing conflicts amongst Chairpersons and faculty members of few departments, the Vice Chancellor stated that this reflects their inability to handle their personal differences and building congenial academic environment, which is essentially required for the progress of the department. He strongly advised the Chairpersons to overcome their personal issues and to work towards the growth of the department. He indicated that strict action may be taken against the Chairperson/faculty member found responsible for tarnishing the image of the University or harming the future of students on such pretext.
2. Expressing his concern over NAAC re-accreditation, the Vice Chancellor emphasized to pay more attention to quality research papers, impact factors, citation index, patents and start ups to help improve the NAAC rating. He also gave the following instructions to all the departments regarding NAAC:
  - Dean Faculty of Science to take meeting of Chairpersons/ Coordinators of all Science departments to deliberate upon above five verticals of NAAC.
  - As consultancy is also one of the significant indicators of NAAC evaluation, therefore, all departments should initiate one month special drive to speed up consultancy work and similarly, work on FDP, MDP and EDP should also be expedited.
  - Arts Departments should work on internships and surveys which can be shown under consultancy column.

- All departments should prepare a brief brochure highlighting strengths of the concerned department.
  - Science departments should identify two thrust areas whereas humanity departments should identify one thrust area to focus on.
  - Post Graduate students may be involved in research paper writing. Even UG students can also be encouraged to write research papers.
  - Efforts may be made to increase the number of admission seekers to various courses offered by the University, which would certainly help to improve the NAAC rating
3. On sharing of resources, Hon'ble Vice Chancellor emphasized that all departments must allow to share their laboratories and lab-equipments to facilitate research work. He added that lab equipment purchased under any research project is the property of Panjab University, hence, Principal Investigator (PI) should permit sharing of such equipments to all those who need it. He also informed that University is planning to establish Labs/workshops under common facilities for the use of all stake-holders.
  4. Taking serious note of the fact that faculty members generally avoid administrative duties (e.g. visiting a college for inspection or to attend some meeting as an expert) assigned to them. He advised the members to fulfil these assignments as and when given to them without making lame excuses.
  5. On National Education Policy 2020, The Vice Chancellor ensure the departments to make a schedule of the activities that can be undertaken within the available resources. He gave the following suggestions in this regard:

- Syllabus of various courses may be modified as per the industry requirement.
- New courses may be initiated by the departments with credit transfer option to facilitate the students and which may enhance the employability of the students.

Director/Associate Director, IQAC, Dean Student Welfare (W), Dean Alumni Relations and Chairperson/Director/Coordinator of various departments briefed the Vice Chancellor on certain issues:

**Professor Ashish Jain, Director IQAC** informed that by and large departments need to be sensitive about uploading data on IRB portal. Some of the departments are doing exceptionally good, whereas few departments are not uploading the desired data despite repeated reminders. He underlined that till the Chairpersons do not take responsibility of mini IQAC, things cannot be sorted out.

Professor Ashish Jain shared that over the last two and half years, certain numbers of notices were sent to the departments for quality improvement like syllabus modification, mentor/mentee programme, slow learners/fast learners etc., but all these programs could not be formalized so far.

Professor Jain also shared that placement data is very important for NIRF ranking. Basically, there is three modes of placement in the PU, i.e. Central level, institute level and self placement. Ranking agencies are interested only in overall placement rather in mode of placements. IQAC has placement data coming from the Central Placement Cell. Placement data of the Departments/institutes is totally missing.

**Professor Anuradha Sharma, Associate Director, IQAC** apprised that uploading of data have to be completed by the end of December 2021 to submit SSR within prescribed period. She informed that some of the departments are uploading data which is not within the definition of the data asked for.

Professor Anuradha also apprised that data is also required to be uploaded pertaining to number of students who applied for admission, number of students enrolled in various courses, number of students falling under economically backward class and number of disabled students who got admission in the university etc.

On the above Issues, Hon'ble Vice Chancellor advised to take the following steps:

- Hold a meeting of mini IQAC Coordinators to be addressed by the DUI.
- Check list of things to be done by the departments may be prepared by the Cell and be circulated through the DUI giving dead line for completion of work by 25.09.2021 which may be reviewed.
- A list of non-performing departments be prepared and sent to the office of the Vice-Chancellor for necessary action.

**Professor Anupama Sharma, Dean Alumni informed** that efforts have been made to collect data pertaining to faculties members who excelled in the field of academics or research. Total 206 applications were received out of which 136 were from science and engineering departments and rest from humanities. A committee has been constituted which would meet on 8<sup>th</sup> of September of scan the voluminous data.

Professor Anupma further informed that data pertaining to alumni coordinators every department was also collected and the same was uploaded on the PU website. For alumni meet, data from affiliated colleges was also collated wherein out of 200 colleges, 66 colleges provided the data regarding alumni coordinators.

She also shared that efforts have been made to reach the alumni members who are ready to mentor the students. Lots of alumni

members have come forward for this task, consequently mentoring of students would start soon.

**Professor Hemant Batra, Director,** Dental College apprised that examinations of 1st and 3<sup>rd</sup> semester are about to finish and teaching of students admitted in the current academic session have already been started. He shared that vaccination drive was going on and above 20,000 persons were vaccinated. But now, due to shortage of staff, it has been decided to discontinue the vaccination drive in the dental college.

**Professor Ashutosh Kumar, Chairperson,** Political Science informed that M.Phil classes were over and teaching of ongoing classes has already been started. Admissions for current semester were in process. All the information required by IQAC was uploaded as per schedule.

**Professor Dinesh Khurana, Chairperson, Deptt of Mathematics** briefed that program restructuring was already done under National Education Policy 2020 and new courses have been initiated. He requested the Vice Chancellor to sanction guest faculty for the new course being specialized one.

**Chief of University Security, Sh. Vikram Singh** apprised that training/orientation program have been initiated for PU security guards. Training would be commenced from 06.09.201 for the first batch. He requested all the Chairpersons, to spare the security guards as per schedule so that they may attend the training.

Meeting ended with a thank you note to the Chair.

Asstt. Registrar (DUU)

Confirmed

D.U.I.

Approved

Vice Chancellor