

# दक्षिण बिहार केन्द्रीय विश्वविद्यालय

## CENTRAL UNIVERSITY OF SOUTH BIHAR

(Established under Central Universities Act, 2009)  
SH-7, Gaya – Panchanpur Road, Village – Karhara  
Post – Fatehpur (Nepa), P.S. – Tekari, District – Gaya (Bihar) Pin- 824236

### MINUTES OF THE 14<sup>th</sup> MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

Date: 22<sup>nd</sup> October, 2021 Time: 03:00 P.M.  
Venue: IQAC Office, Administrative Building, 1<sup>st</sup> Floor

#### Members Present

- |                                                                               |                 |
|-------------------------------------------------------------------------------|-----------------|
| (1) Prof. Venkatesh Singh, Coordinator, IQAC                                  | - Coordinator   |
| (2) Prof. Kaushal Kishore, Dean, School of Education, CUSB                    | - Member        |
| (3) Prof. Umesh Kumar Singh, Deptt. of Environmental Science, CUSB            | - Member        |
| (4) Dr. Budhendra Kumar Singh, Associate Professor, Deptt. of Physics, CUSB   | - Member        |
| (5) Dr. Sunit Kumar, Associate Professor, Deptt. Of Statistics, CUSB          | - Member        |
| (6) Dr Shakti P Pattanayak, Associate Professor, Department of Pharmacy, CUSB | - Member        |
| (7) Mr. Shashi Ranjan, Assistant Registrar, IQAC, CUSB                        | - By Invitation |

A meeting was called by the IQAC Coordinator to discuss the format for the Annual Appraisal Report (APR) for the teachers and provision for awarding faculty members for their consistent performance and/or achievement in research activity. At the outset the Coordinator, IQAC, Prof. Venkatesh Singh, welcomed all the members of IQAC. He also briefed the attendees about the above stated agenda followed by the discussion and resolution taken thereon. The following items of the agenda were taken up in the meeting:

**Agenda No. 01/IQAC-14/21** Confirmation of minutes of the previous meetings.

**Resolution** Minutes of the 13<sup>th</sup> meeting held on 14<sup>th</sup> September, 2021 were circulated amongst the members. As no comments/suggestion/observations were received, IQAC unanimously resolved to approve the minutes of the 13<sup>th</sup> meeting.

**Agenda No. 02/IQAC-14/21** To review and approve the format for submitting Annual Progress Report by Teachers.

**Resolution** Referring to the Clause 8.4.2. of the Central University of South Bihar First Ordinances, 2016, and going through several formats being used by various universities of India, a format is prepared by the IQAC and is presented for discussion and recommendation. After going through the prepared format, few modifications were suggested and incorporated therein. The prescribed format of the APR is approved unanimously by all the members and is recommended to be presented before the competent authority for final approval and necessary action. A General guideline for the reviewing panel is also discussed and recommended by the IQAC members for further approval and necessary action.

**Agenda No. 03/IQAC-14/21** To review and approve the provision for domain wise annual award (Award for Excellence in Research, AER) for achievement in research and innovation.

**Resolution** A provision for the award to the dedicated and innovative researchers in various domain is initiated. In this regard, based on the research output in terms of publication in SCI journals, patents, funded research projects, commercialization of research for revenue generation, consultancy services extended etc. by the faculty

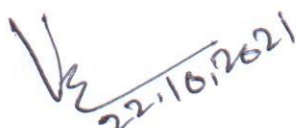


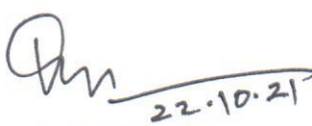
members in different domains viz. sciences, social sciences and education is undertaken for implementation. The members agreed upon the need for such initiatives for motivating the researchers and academicians to excel further in their respective areas. In this regard, a general guideline for the application and selection process is prepared and discussed at length. Members insisted on conducting a survey amongst all faculty members before approving the guidelines for the same. In this regard, members agreed upon accepting recommendations for the same by giving 7 days to all the concerned stakeholders. After incorporating all valid and essential modifications the documents for the Award for Excellence in Research (AER) may be presented before the competent authority for further approval and necessary action. All the members unanimously agreed to it and recommended for the implementation of an yearly award, AER to be designated by a pattern AER-XXXX, where XXXX is the year of award. The details for various categories of award is as presented in the attached document detailing the provision and procedure for the AER award.

**Agenda No. 04/IQAC-14/21** Finalization of dates for criterion wise review of NAAC SSR for submission

**Resolution** Members suggested for a speedy start of the review for the SSR data and necessary incorporation of missing details as per the format specified by the NAAC. The members were asked to prepare the criterion wise final draft. The co-ordinator informed the members to start the criterion wise presentation of the accumulated data and discussion for the same would be notified by mail in phased manner from 15<sup>th</sup> November.

**The meeting ended with a vote of thanks to the Chair**

  
(Prof. Venkatesh Singh)  
Coordinator, IQAC

  
(Prof. K. N. Singh)  
Vice Chancellor & Chairperson, IQAC