



# AKS University

## Internal Quality Assurance Cell

Internal Quality Assurance Cell  
M I N U T E S

21/3 IQAC MEETING  
Monday, 22 November 2021

14:30 hrs

Vaneu: E Block Conference Hall

### MEMBER PRESENTS

1. Er Anant Kumar Soni, Pro-Chancellor
2. Dr Harshvardhan, Pro VC ( Develop)
3. Dr R S Tripathi , Pro VC ( Admin)
4. Dr G K Pradhan Dean, FET
5. Dr S S Tomar , Dean, FAST
6. Professor G. C. Mishra, Director, IQAC
7. Professor Akhilesh A. Waoo, HoD, Computer Science
8. Professor Kamlesh Choure, HoD - Biotechnology
9. Professor S. P. Gupta, HoD, Pharmacy
10. Professor Neeraj Verma, Additional Director, Research
11. HoD of all departments

### 0.0 OPENING OF THE MEETING

At the outset the Director IQAC welcome the members to this vital IQAC meeting after a long time and requested the Vice Chancellor, Chairman of the IQAC for his opening remark.

### 1.0 . OPENING REMARK BY THE VICE-CHANCELLOR, CHAIRMAN IQAC.

In light of the devastating impact of the Covid-19 second wave, I extend my heartfelt sympathies to all affected by this unprecedented crisis. As we navigate these challenging times, it is paramount that we adapt swiftly to ensure continuity in education. The transition to online classes has become indispensable in safeguarding the health and safety of our academic community. I urge our esteemed faculty members to uphold the highest standards of teaching excellence in this virtual setting. It is imperative that we deliver quality presentations and virtual practical classes, maintaining engagement and interaction to enhance the learning experience of our students. Let us embrace innovation and creativity as we navigate this new educational landscape together, ensuring that every student receives the best possible education despite the challenges posed by the pandemic. Together, we shall overcome these trials with resilience and determination.





# **AKS University**

## **Internal Quality Assurance Cell**

### **2. CONFORMATION OF MINUTES OF LAST MEETING**

With no additional remarks forthcoming, the minutes of the IQAC 21/3 meeting was validated and circulated among members.

### **3.0 PRESENTATION OF IQAC DIRECTOR ON ACTION TAKEN REPORT OF PREVIOUS IQAC MEETING**

The IQAC Director provided an update on the implementation of recommendations made during the previous IQAC Meeting.

### **4.0 PRESENTATION OF THE HOD ON ONLINE DELIVERY OF THE CURRICULA**

Given the challenges posed by the Covid-19 pandemic, the transition to online teaching and learning has become vital to maintain the continuous flow of education within our institution. I want to extend my appreciation to each of you for your unwavering dedication and adaptability in embracing this new approach to curriculum delivery.

The online teaching and learning initiative has been significant, with faculty members diligently uploading approximately 60,000 lectures to facilitate remote education for our students. This considerable effort underscores our firm commitment to upholding academic standards and ensuring students' access to quality education despite the disruptions caused by the pandemic.

As we continue with online curriculum delivery, I encourage all faculty members to actively refine their teaching methodologies for the virtual platform. Let us utilize digital tools and innovative strategies to enhance student engagement and improve learning outcomes. Additionally, let us prioritize regular communication with students to address any challenges they may face and provide the necessary support.

I want to express my heartfelt gratitude for your unwavering commitment to our students' educational journey during these challenging times. Together, we will navigate this period and emerge stronger and more resilient than ever before.

### **5.0 PRESENTATION OF THE HoD ON THE WEBINAR CONDUCTED DURING THE ACADEMIC SESSION.**

The department recently organized a webinar aimed at fostering academic enrichment and professional development among faculty and students. The webinar provided a platform for insightful discussions, knowledge sharing, and skill enhancement in various areas relevant to the department's field of study. Feedback from participants indicated a positive response and a desire for more such events in the future.

Looking ahead to the next academic session, the department is actively planning a series of initiatives to further enhance the learning experience. This includes updating the curriculum to align with emerging trends, integrating innovative teaching methodologies, and organizing additional webinars, seminars, and workshops. The department aims to create a dynamic and engaging learning environment that nurtures critical thinking, creativity, and practical skills development. Through collaborative efforts and continuous





# AKS University

## Internal Quality Assurance Cell

improvement, the department is committed to providing students with a holistic education that prepares them for success in their academic and professional endeavors.

### **6.0 VICE-CHANCELLOR'S ADVICE TO CONDUCT ONLINE EXAMINATION AND EVALUATION.**

As we adapt to the challenges presented by the current circumstances, it has become imperative to ensure the efficiency and transparency of our examination and evaluation system in the online format. In light of this, I am emphasizing the need for a robust online examination process that upholds the highest standards of integrity and fairness. To achieve this goal, I urge all faculty members and examination administrators to implement measures that promote transparency and efficiency throughout the examination process. This includes:

Clear and comprehensive communication of examination guidelines and procedures to students prior to the examination. Utilization of secure online examination platforms that safeguard against cheating and unauthorized access. Randomization of questions and strict monitoring protocols during the examination to prevent academic dishonesty. Timely and accurate evaluation of examination papers, ensuring fairness and consistency in grading. Provision of avenues for students to raise concerns or seek clarification regarding the examination process. By adhering to these principles and adopting best practices in online examination administration, we can maintain the integrity of our evaluation system and uphold the academic standards of our institution. Your cooperation and commitment to excellence are essential in ensuring the success of this endeavor.

### **7.0 DISCUSSION ON THE DEPARTMENTAL ACADEMIC CALENDAR FOR THE NEXT SESSION.**

The departmental academic calendar for the upcoming session was thoroughly discussed in today's meeting. Key points included scheduling of classes, examination dates, and holiday periods. Faculty members shared their input on optimizing the calendar to ensure effective course delivery and student engagement. Emphasis was placed on maintaining a balanced workload and accommodating any potential disruptions. The discussion concluded with agreement on a tentative calendar, pending further refinement based on feedback from stakeholders. Collaboration and flexibility will be paramount in finalizing a robust academic calendar that meets the needs of both faculty and students.

### **8.0 PRESENTATION OF THE CONTROLLER OF EXAMINATION SCHEDULE ON THE CONDUCTION OF THE FINAL EXAMINATION.**

Today, the Controller of Examinations presented the schedule for conducting the final examinations online. The presentation outlined the proposed timeline, examination format, and technical requirements for seamless conduction. Emphasis was placed on ensuring fairness, integrity, and accessibility throughout the examination process. Discussion ensued regarding contingency plans for any technical challenges and accommodation of students with special needs. Faculty members provided valuable feedback on scheduling considerations and assessment methods. The presentation concluded

A handwritten signature in black ink, appearing to be "L. M." or similar, located at the bottom right of the page.



# AKS University

## Internal Quality Assurance Cell

with a consensus on the finalized examination schedule, pending final approval. The Controller of Examinations reiterated the importance of adherence to the schedule and compliance with examination guidelines. As we prepare for these online final examinations, collaboration among faculty, students, and administrative staff will be essential in ensuring a smooth and successful examination period.

**9.0 . VOTE OF THANKS:** The meeting was conclude with vote of thanks to the chair

  
Vice Chancellor  
Vice Chancellor  
AKS UNIVERSITY  
Satna (M.P.)

  
Director  
Internal Quality Assurance Cell  
Director  
Internal Quality Assurance Cell  
AKS UNIVERSITY  
Satna (M.P.)