



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Lalit Narayan Mithila University

Kameshwaranagar, Darbhanga- 846008

Email: iqac@lnmu.ac.in

Ref: IQAC-469/19

Date: 15/11/2019

Minutes of IQAC Meeting

A meeting of IQAC was held on **15.11.2019** at **03:30 PM** in the office chamber of Vice-Chancellor under the chairmanship of Hon'ble Vice-Chancellor.

Following members were present in the meeting:

1. Prof. Surendra Kumar Singh, Vice-Chancellor
2. Dr. Jai Gopal, Pro Vice-Chancellor
3. Dr. Ratan Kumar Chaudhary, Dean, Student Welfare
4. Prof. Ajit Choudhary, Proctor
5. Col. Nishith Kumar Rai, Registrar
6. Dr. Muneshwar Yadav, CCDC
7. Dr. B.S.Jha, Head, Department of Zoology
8. Dr. Sardar Arvind Singh, Director, D.D.E
9. Dr. K.K. Sahu, Development Officer
10. Dr. Dhruv Kumar, Department of Psychology
11. Dr. B.B.L. Das, Coordinator
12. Dr. C.B.P. Singh, Head, Department of Hindi

The following matters were taken up at the meeting and resolutions passed:

Agenda-1 : Confirmation of minutes of the last meeting.

Resolution : The confirmed and ratified unanimously.

Agenda-2 : Preparations for the third stage of NAAC evaluation.

Resolution : The functioning of IQAC was reviewed in the context of the preparations for the third stage of NAAC evaluation. A decision was taken unanimously to reorganize IQAC, and a seven-member team of teachers was formed to assist IQAC, given the excess of work and paucity of time.

Agenda-3 : Preparation of AQAR 2018-19.

Resolution : It was decided to submit the data of AQAR 2018-19 to NAAC by 16 December 2019.

TBD
15/11/19



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Agenda- 4 : Regarding IQAC Office space.

Resolution : It was decided unanimously to shift the office of IQAC to Room No. 09 on the first floor of Gandhi Sadan. The Directorate of Distance Education will provide one computer operator, one third class, and one fourth class (multi-tasking staff) for the office with immediate effect. In case of a special need, additional personnel will be supplied by the Directorate on a priority basis.

All types of logistics such as computer/laptop, internet, printer, photocopy machine etc. will be made available by the Directorate of Distance Education to the said office. The director was authorized to implement this decision with immediate effect.

All the above decisions will be implemented with immediate effect.

Meeting ended with a vote of thanks by the Co-ordinator to one and all.

(Dr B B L Das)

Coordinator, IQAC

Distribution:-

1. All members of the Committee.



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Lalit Narayan Mithila University

Kameshwaranagar, Darbhanga- 846008

Email: iqac@lnmu.ac.in

Ref: IQAC-543/19

Date: 18 / 12 / 2019

Minutes of IQAC Meeting

A meeting of IQAC was held on **18.12.2019** at **11:30 AM** under the chairmanship of Hon'ble Vice-Chancellor in IQAC Office.

Following members were present in the meeting:

1. Prof S K Singh, Vice-Chancellor
2. Prof Jai Gopal, Pro Vice-Chancellor
3. Prof Ratan Kumar Choudhary, DSW
4. Prof Ajit Chaudhary, Proctor
5. Col N K Rai, Registrar
6. Prof Muneshwar Yadav, CCDC
7. Dr K K Sahu, Development Officer
8. Dr S A Singh, Director, DDE
9. Dr Dhruv Kumar, Dept of Psychology
10. Dr B B L Das, Dept of Commerce
11. Dr C B P Singh, Dean, Dept of Hindi
12. Dr S K Verma, Coordinator

With the permission of Hon'ble Vice-Chancellor, the Chairman of the committee, proceeding of the meeting was started.

Agenda for Consideration:

Agenda- 1 : Confirmation of the proposal of the last meeting.

Resolution : Approved the minutes of the last meeting of IQAC.

Agenda- 2 : Approval of AQAR for the Academic Year 2018-19.

Resolution : The draft of AQAR 2018-19 was put before the members. It was approved. However during discussion following points emerged which needed to be taken care of before the submission of SSR.

- a) Resolution were made to look into the library issues and upgrade the existing system in general with special emphasis to ensure smooth functioning of all the computer systems, establishing cubicles for the convenience of students and adding more e-journals & e-books.
- b) The Fee-structure for Post-graduate students was discussed at length and planning were made to take necessary steps for separation of funds component-wise especially the miscellaneous heads (point VII) and ensure their utilization for the mentioned purpose.
- c) Development Office was asked to ensure the proper functioning of the smart class rooms in each department with commensurate ICT facilities.

S. B. P.
18/12/19



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Ref: IQAC-543/19

Date: 18/12/2019

- d) University website maintenance was taken into account, so that it is mediated/linked through IQAC.

The concerned people were asked to take necessary steps for creating new hyperlink/weblink for:

- Online Grievance redressal
- Code of Conduct Handbook for staff and students
- Internal Complaint Committee
- Anti-ragging Committee

The two newly constructed washroom/lavatories in the Academic Block were chosen to be specified/modified for the use of Divyangjan and Transgender respectively

Other Resolutions:

- Ensuring easy access to ATM by the Divyangjan inside the campus.
- Ensuring ramp facilities in the Central Library, Nargauna Academic Complex, Administrative buildings, Directorate of Distance Education (DDE).
- Facilitation of waste Disposal (wet/dry) throughout the Campus.
- Ensuring making the campus, 'No Tobacco Zone'.

Agenda- 3 : To discuss about the letter from the Governor Secretariat, Bihar for conduct of two day workshop for "NAAC Accreditation and improvement of NAAC grading of Universities and Colleges of Bihar".

Resolution : Hon'ble Vice-Chancellor informed that the D O shall look into the matter.

Agenda- 4 : To discuss about the scrutiny of the Programme Project Report (PPR) and Self Learning Material (SLM) developed by DDE.

Resolution : The Director, Distance Education was authorized to take necessary steps for evaluation of PPR and SLM of different courses.

Agenda- 5 : To discuss about the preparation of SSR for 3rd Cycle reaccreditation from NAAC.

Resolution : Hon'ble Vice-Chancellor suggested that after uploading of AQAR, the SSR work will be taken up.

SBM
18/12/19



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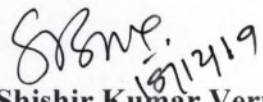
Ref: IQAC-543/19

Date: 18/12/2019

Agenda- 6 : Any other agenda with the permission of the chair.

Resolution : D.O. was asked to supervise the purchase of requisites for University IQAC Office.

The meeting was adjourned with the vote of thanks presented by Development Officer.


(Dr Shishir Kumar Verma)
Coordinator, IQAC



INTERNAL QUALITY ASSURANCE CELL (IQAC)

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Kameshwaranagar, Darbhanga- 846008

Email: iqac@lnmu.ac.in

Ref: IQAC-579/20

Date: 28/01/2020

Minutes of IQAC Meeting

A meeting of Advisory Council for IQAC was held on 28.01.2020 at 11:00 AM under the chairmanship of Hon'ble Vice-Chancellor in IQAC Office.

Following members were present in the meeting:

1. Prof S K Singh, Vice-Chancellor
2. Prof Jai Gopal, Pro Vice-Chancellor
3. Col N K Rai, Registrar
4. Dr B B L Das, Dept of Commerce
5. Prof Ratan Kumar Choudhary, DSW
6. Dr C B P Singh, Prof & HOD Dept of Hindi
7. Dr K K Sahu, Development Office
8. Dr S A Singh, Director, DDE
9. Prof Himanshu Shekhar, Prof & HOD Dept of Economics
10. Prof L K Singh 'Kavya', Dept of Music
11. Dr Dhruv Kumar, Dept of Psychology
12. Dr Divakar Jha, Dept of Commerce
13. Principal/Director, Darbhanga Engg College, Darbhanga
14. Sri Pawan Surekha, Darbhanga chamber of Commerce
15. Sri Mukesh Kumar Jha, State secretary, Dr P Das Foundation
16. President, Student Union
17. Dr S K Verma, Coordinator

With the permission of Hon'ble Vice-Chancellor, the Chairman of the committee, proceeding of the meeting was started.

Agenda for Consideration:

Agenda – 1 : Confirmation of the proposal of the last meeting.

Resolution : The action taken report of the previous IQAC meeting dated 18.12.2018 was presented before the honorable members which is enclosed as **Annexure- A**. Discussions were held and approved unanimously.

Agenda – 2 : Uploading of the AQARs of 2014-15.

Resolution : The members unanimously decided that AQAR of 2014-15 should be uploaded at the earliest and the link should be given on the website.

Agenda – 3 : Organizing an internal workshop for preparation of SSR to Sensitize DQAC and officers of the University.

Resolution : i) The committee unanimously approved the proposed date of Feb. 17 & 18, 2020 for organizing an internal workshop 'Training of Trainers' for preparation of SSR to sensitize DQAC and Officers of the University.
ii) It was also decided to concentrate on DQAC on Day 1 and Day 2 for University Officers.

S.K. Singh
28/1/20



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Ref: IQAC-579/20

Date: 28/01/2020

Agenda – 4 : **Submission of report of NAAC workshop on "Training of Trainers" held on January 10-11, 2020, to Raj Bhavan, Patna.**

Resolution : A draft of Report on NAAC workshop on "Training of Trainers" held on Jan 10-11, 2020 was placed before the committee. The members suggested some modifications in the draft. It was suggested that following the desired modifications, the manuscript be again placed for approval of the Vice-Chancellor for approval.

Agenda – 5 : **Monitoring of Data to be submitted to AISHE.**

Resolution : Dr. N. K. Agrawal, PIO, L.N. Mithila University informed that the current data of the L. N. Mithila University is under process of uploading on AISHE portal. As soon as the process is completed, the data will be provided to the IQAC.

Agenda – 6 : **Review and updation of Quality Parameter Recommendation by IQAC.**

Resolution : A report on matter recommended by IQAC in its last meeting was presented by Er. Sohan Choudhary, Executive Engineer, L. N. Mithila University. The members appreciated the initiations made by him and suggested to intensify the process related to the needs and facilities concerned with the Students specially disabled ones and making the University Campus Eco-friendly.

Agenda – 7 : **Establishment and recurring expenses of IQAC office.**

Resolution : On the proposal of Co-ordinator, IQAC regarding establishment and recurring expenses of IQAC office, the Hon'ble Vice-Chancellor suggested to move for and imprest amount of Rs. 25000/-. The IQAC coordinator was authorized to take further initiatives in this regards.

Agenda – 8 : **Website related issue.**

Resolution : The committee entrusted the Development Officer, L.N. Mithila University to take necessary steps related to University Website in consultation with the coordinator IQAC to make it more effective and informative.

Agenda – 9 : **Registration of Alumni Association.**

Resolution : i) The matter of registration of Alumni Association of L. N. Mithila University was placed before the cell. Plannings were made to finalize the Bye-laws of the Alumni Association. Dr. Divakar Jha, Associate Professor of Commerce, was entrusted with the responsibility to give final shape to the Bye-laws and Dr. N. K. Agrawal, HoD, Mathematics, was entrusted to take initiative for registration of the Alumni Association of LNMU as soon as Bye-laws are finalized.

S. B. M. S.
28/1/20



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Email: iqac@lnmu.ac.in

Ref: IQAC - 579/20

Date: 28/01/2020

ii) It was also decided to re-constitute the Alumni Association, following the statute and provisions.

Agenda-10 : Representation of young teachers in IQAC Committee.

Resolution : It was decided that the young teachers newly appointed through BPSC may be invited as an 'invited member' in the meeting of the cell as and when required.

Agenda-11 : Feedback issues related to relevant Stakeholders.

Resolution : The members of the committee resolved that the standard format from the website of NAAC should be taken and be modified as per our suitability to get feedbacks from all the four stakeholders.

Agenda-12 : Any other:

With the permission of the chairman the following issues were also discussed and resolved.

Resolution-1 : It was resolved that the renovated conference hall of the P.G. Dept of Zoology should be furnished appropriately into a conference hall with a holding capacity of 200 people. It was further suggested that the amount required for the purpose will be taken from the left out amount of RUSA for paneling, entrance, gate, windows and false roofing and fund for furnishing like chairs, dash, audio visual setup, Air conditioning and fans, lights, carpeting and other essentials from the Examination Fund of L. N. Mithila University. The Executive Engineer Er Sohan Choudhary was entrusted to place the estimate for approval of the Hon'ble Vice-Chancellor at the earliest.

Resolution-2 : Regarding upgradation of Central Library of L. N. Mithila University, it was decided to constitute a three members committee comprising of Dr. C. B. P. Singh, Prof. & Head, Dept. of Hindi (as convenor), Dr. Divakar Jha, Dept. of Commerce (Member) and Er. Sohan Choudhary (Member). The Committee will look into the matter and suggest not only proper utilization of the resources available in the Central Library but also recommend the initiative to be taken immediately to make it "Teacher and Student Friendly". The committee will also see possibility of construction of Language Laboratory on the first floor of the Central Library of L. N. Mithila University.

Resolution-3 : The Hon'ble Vice-Chancellor informed that the University has been entrusted to create facility for "Student Community Cultural Hobby Centre". IQAC was entrusted to extend a concrete proposal in this regard.

S. B. Singh
28/1/20



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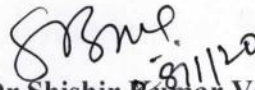
Email: iqac@lnmu.ac.in

Ref: IQAC -579/20

Date: 28/01/2020

- Resolution-4** : IQAC recommended that DDE may take the initiatives for development of one smart class each in all the PG Departments and also to provide one Assistant-cum Computer operator with proper IT infrastructural facility in each faculty (Science, Commerce, Humanities, Social Sc. & Education) with their place of working at PG Department of Commerce, Zoology, English, Geography & B.Ed. It was unanimously resolved that the proposal be submitted to DDE for further action.
- Resolution-5** : In view of implementation of CBCS at UG Level, as per directive of the Raj Bhavan, Patna, the Committee felt the need for the organization of a workshop comprising all Deans, Heads of PG Departments and Principals at the earliest to go through the Draft Ordinance and Regulation of CBCS at UG Level and suggest necessary modification, if any.
- Resolution-6** : The Co-ordinator, IQAC raised the issue of the requirement of Employer ID of each and every employees of the University. It was unanimously resolved to proceed further through a Committee comprising the Registrar of the University as Convenor. Registrar was accorded with the responsibility to select other members of committee. Members appreciated the proposal and suggested to prepare a proposal in this regards.

The meeting was adjourned with the vote of thanks presented by Development Officer.


(Dr Shishir Kumar Verma)
Coordinator, IQAC

Distribution:-

1. All members of the Committee.



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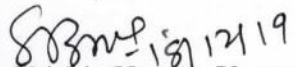
Email: iqac@lnmu.ac.in

Ref: IQAC -542/19

Date: 18/12/2019

Action Taken Report of IQAC Meeting dated 15.11.2019

Agenda	Resolution	Action Taken
Agenda- 1: Confirmation of minutes of the last meeting.	The confirmed and ratified unanimously.	Complied
Agenda- 2: Preparations for the third stage of NAAC evaluation.	The functioning of IQAC was reviewed in the context of the preparations for the third stage of NAAC evaluation. A decision was taken unanimously to reorganize IQAC, and a seven-member team of teachers was formed to assist IQAC, given the excess of work and paucity of time.	Complied
Agenda- 3: Preparation of AQAR 2018-19.	It was decided to submit the data of AQAR 2018-19 to NAAC by 16 December 2019.	Under Process
Agenda- 4: Regarding IQAC Office space.	<p>It was decided unanimously to shift the office of IQAC to Room No. 09 on the first floor of Gandhi Sadan. The Directorate of Distance Education will provide one computer operator, one third class, and one fourth class (multi-tasking staff) for the office with immediate effect. In case of a special need, additional personnel will be supplied by the Directorate on a priority basis.</p> <p>All types of logistics such as computer/laptop, internet, printer, photocopy machine etc. will be made available by the Directorate of Distance Education to the said office. The director was authorized to implement this decision with immediate effect.</p> <p>All the above decisions will be implemented with immediate effect.</p>	Complied


(Dr Shishir Kumar Verma)
Coordinator, IQAC



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Lalit Narayan Mithila University

Kameshwaranagar, Darbhanga- 846008

Email: iqac@lnmu.ac.in

Ref: IQAC-663/20

Date: 18 / 06 / 2020

Action Taken Report of IQAC Meeting dated 18-12-2019

Agenda	Resolution	Action Taken
Agenda- 1 Confirmation of the proposal of the last meeting.	The members unanimously approved the resolutions taken in the last meeting.	Complied
Agenda- 2 Approval of AQAR for the Academic Year 2018-19.	<p>The draft of AQAR 2018-19 was put before the members. It was approved. However, during discussion following points emerged which needed to be taken care of before the submission of SSR.</p> <p>a) Resolutions were made to look into the library issues and upgrade the existing system in general with special emphasis to ensure smooth functioning of all the computer systems, establishing cubicles for the convenience of students and adding more e-journals & e-books.</p> <p>b) The Fee-structure for Post-graduate students was discussed at length and plannings were made to take necessary steps for separation of funds component-wise especially the miscellaneous heads (point VII) and ensure their utilization for the mentioned purpose.</p> <p>c) Development Office was asked to ensure the proper functioning of the smart class rooms in each department with commensurate ICT facilities.</p> <p>d) University website maintenance was taken into account, so that it is mediated/linked through IQAC.</p> <p>The concerned people were asked to take necessary steps for creating new hyperlink/weblink for :</p> <ul style="list-style-type: none">• Online Grievance redressal• Code of Conduct Handbook for Staff and Students• Internal Complaint Committee• Anti-ragging Committee <p>The two newly constructed washroom/lavatories in the Academic Block were chosen to be specified/modified for the use of Divyangjan and Transgender respectively</p>	Approved with less modification

Signature
18/6/20



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Lalit Narayan Mithila University

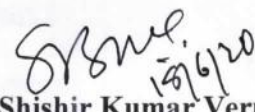
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Email: iqac@lnmu.ac.in

Ref: IQAC-663/20

Date: 18 / 06 / 2020

	<p>Other Resolutions:</p> <ul style="list-style-type: none">• Ensuring easy access to ATM by the Divyangjan inside the campus.• Ensuring ramp facilities in the Central Library, Nargauna Academic Complex, Administrative buildings, Directorate of Distance Education (DDE).• Facilitation of waste Disposal (wet/dry) throughout the Campus.• Ensuring making the campus, 'No Tobacco Zone'.	
<p>Agenda- 3: To discuss about the letter from the Governor Secretariat, Bihar for conduct of two day workshop for "NAAC Accreditation and improvement of NAAC grading of Universities and Colleges of Bihar"</p>	<p>Hon'ble Vice-Chancellor informed that the D.O. shall look into the matter.</p>	<p>Complied</p>
<p>Agenda- 4: To discuss about the scrutiny of the Programme Project Report (PPR) and Self Learning Material (SLM) developed by DDE</p>	<p>The Director, Distance Education was authorized to take necessary steps for evaluation of PPR and SLM of different courses.</p>	<p>Complied</p>
<p>Agenda- 5: To discuss about the preparation of S.S.R. for 3rd Cycle reaccreditation from NAAC</p>	<p>Hon'ble Vice-Chancellor suggested that after uploading of AQAR, the SSR work will be taken up.</p>	<p>Complied</p>


(Dr Shishir Kumar Verma)
Coordinator, IQAC



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Email: iqac@lnmu.ac.in

Ref: IQAC-666/20

Date: 25/06/2020

Action Taken Report of IQAC Meeting dated 28-01-2020

Agenda	Resolution	Action Taken
Agenda- 1: Confirmation of the proposal of the last meeting.	The action taken report of the previous IQAC meeting dated 18.12.2018 was presented before the honorable members which is enclosed as Annexure- A . Discussions were held and approved unanimously.	Compiled
Agenda- 2: Uploading of the AQARs of 2014-15.	The members unanimously decided that AQAR of 2014-15 should be uploaded at the earliest and the link should be given on the website.	Upload organized by IQAC
Agenda- 3: Organizing an internal workshop for preparation of SSR to Sensitize DQAC and officers of the University.	i. The committee unanimously approved the proposed date of Feb. 17 & 18, 2020 for organizing an internal workshop 'Training of Trainers' for preparation of SSR to sensitize DQAC and Officers of the University. ii. It was also decided to concentrate on DQAC on Day 1 and Day 2 for University Officers.	Workshop organized by IQAC
Agenda-4: Submission of report of NAAC workshop on "Training of Trainers" held on January 10-11, 2020, to Raj Bhavan, Patna.	A draft of Report on NAAC workshop on "Training of Trainers" held on Jan 10-11, 2020 was placed before the committee. The members suggested some modifications in the draft. It was suggested that following the desired modifications, the manuscript be again placed for approval of the Vice-Chancellor for approval.	Placed after modification
Agenda- 5: Monitoring of Data to besubmitted to AISHE.	Dr. N. K. Agrawal, PIO, L. N. Mithila University informed that the current data of the L. N. Mithila University is under process of uploading on AISHE portal. As soon as the process is completed, the data will be provided to the IQAC.	Dr N K Agrawal was authorized
Agenda- 6: Review and updation of Quality Parameter Recommendation by IQAC.	A report on matter recommended by IQAC in its last meeting was presented by Er. Sohan Choudhary, Executive Engineer, L. N. University, Darbhanga. The members appreciated the initiations made by him and suggested to intensify the process related to the needs and facilities concerned with the Students specially disabled ones and making the University Campus Eco-friendly.	Compiled

Sohan
25/6/20



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Lalit Narayan Mithila University

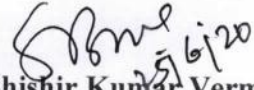
Kameshwaranagar, Darbhanga- 846008

Email: iqac@lnmu.ac.in

Ref: IQAC - 666/20

Date: 25/06/2020

Agenda-7: Establishment and recurring expenses of IQAC office.	On the proposal of Co-ordinator, IQAC regarding establishment and recurring expenses of IQAC office, the Hon'ble Vice- Chancellor suggested to move for and imprest amount of Rs. 25000/-. The IQAC coordinator was authorized to take further initiatives in this regards.	A separate proposal was placed by IQAC for recurring expenses
Agenda- 8: Website related issue.	The committee entrusted the Development Officer, L. N. Mithila University to take necessary steps related to University Website in consultation with the coordinator IQAC to make it more effective and informative	Compiled
Agenda-9: Registration of Alumni Association	<p>i. The matter of registration of Alumni Association of L. N. Mithila University was placed before the cell. Plannings were made to finalize the Bye-laws of the Alumni Association. Dr. Divakar Jha, Associate professor of Commerce, was entrusted with the responsibility to give final shape to the Bye-laws and Dr. N. K. Agrawal, HoD, Mathematics, was entrusted to take initiative for registration of the Alumni Association of LNMU as soon as Bye-laws are finalized.</p> <p>ii. It was also decided to re-constitute the Alumni Association, following the statute and provisions.</p>	Under Process
Agenda- 10: Representation of young teachers in IQAC Committee.	It was decided that the young teachers newly appointed through BPSC may be invited as an "invited member" in the meeting of the cell as and when required.	Compiled
Agenda- 11: Feedback issues related to relevant Stakeholders.	The members of the committee resolved that the standard format from the website of NAAC should be taken and be modified as per our suitability to get feedbacks from all the four stakeholders.	Feedback was taken from all stakeholders


(Dr Shishir Kumar Verma)
Coordinator, IQAC