



# UNIVERSITY AND INSTITUTE OF ADVANCED RESEARCH

THE PURI FOUNDATION FOR EDUCATION IN INDIA

## Minutes of the 4th University Board of Management Meeting held on 11-01-2017

The following members were present:

Sr. No.	Name	Designation	
1	Prof. G.N. Magesan	Provost, IAR, Gandhinagar, Gujarat	Chairman
2	Prof. Padmakali Banerjee	Pro Vice Chancellor, Amity University, Haryana	
3	Mr. Upendra Puri	Trustee, Puri Foundation for Education in India	
4	Mr. Ashwani Puri	Registrar, IAR, Gandhinagar	
5	Dr. C. M. Pathak	Dean, IAR, Gandhinagar	
6	Dr. Ashima Bhardwaj	Controller of Examinations, IAR, Gandhinagar	
7	Dr. Roli Mishra	Faculty, Centre for Engineering & Enterprise, IAR, Gandhinagar	
8	Dr. Radha Tiwari	Faculty, Leadership & Business School IAR, Gandhinagar	
9	Dr. Anand K. Tiwari	Assistant Registrar, IAR, Gandhinagar	Member Secretary
10	Mr. Jayesh Vaidya	Administration Officer, IAR, Gandhinagar	
11	Ms. Varsha Shah	Finance and Account Officer, IAR, Gandhinagar	
12	Ms. Dharavi Pal	B.Sc. Student, IAR, Gandhinagar, Gujarat	Student Representative

The following members were absent:

1. Prof.N.R. Puri President, IAR, Gandhinagar
2. Mr. H.M. Patel President, GEZIA, Gujarat

The agenda points, discussion and decisions are placed below:-

Sr. No.	Agenda Points	Discussion	Decision/ Suggestions	Action by
1	<b>Welcome</b>	Provost welcomed all members of Board of Management. The Provost thanked Prof. Padmakali Banerjee, Amity University for accepting to be a member of Board of Management.		NFA
2	<b>Brief by VC</b>	Vice-Chancellor gave a brief overview of the University, updating the current status, progress, and promotion of education programmes.		NFA
3	<b>Minutes of Last Meeting</b>	Minutes of previous Academic Council Meeting were discussed	The Minutes were approved.	NFA
4	<b>Research</b>	Dean gave a brief overview of the research activities of the University that includes ongoing research in various labs, grants submitted, grants approved, publication etc.		
a)	Quality of Research	Mr. Upendra Puri appreciated the quality of research at IAR. Research is an important component of University and it should not affect because of education.		NFA
b)	Research Grants	Mr. Upendra Puri mentioned that IAR had a number of research grants, especially during Dr. Manju Sharma's time but now is now concerned with the limited number of research grants at IAR.		
		Mr. Upendra Puri suggested that faculty should submit more research grants to various funding agencies. He suggested that one should be assigned the responsibility to promote and encourage faculty to apply for more funds.	Encourage faculty to apply for more research grants.	VC
		Mr. Ashwani Puri told that Dr. Pathak and Dr. Ashima Bhardwaj can be relieved from Dean and Controller of Examination positions to promote and strengthen the Research at IAR.	Appoint one faculty to look after research.	Registrar

<b>5</b>	<b>Education</b>	Dean gave an overview of the current academic program, student enrolled and proposed courses for the next academic year at IAR		
a)	Fee	Revised fee structure was discussed. An increase of 8% fee in UG and PG Program for B.Sc. and M.Sc. was suggested. The fee for BBA & B.Com Program was recommended to be reduced. Re-examination fee was increased to Rs. 1500/-.	The revised fee structure was approved by the committee.	Registrar, Asst. Registrar (Student Affairs)
b)	Examination and Evaluation	Following UGC team suggestion, Dean proposed that the University revert back to End of Semester Practical Exam instead of continuous practical evaluation system. The component of external/final exams was suggested to be increased to 60% as per UGC suggestions.	The continuous practical evaluation system to be replaced as suggested. The component for semester end exam to be increased to 60%.	Controller of Examination
c)	Pass marks	There was a discussion about the pass marks of the University.	The committee has decided that University has to follow minimum passing marks as per UGC guidelines for CBCS of Grade Point 4.	Dean
d)	Student Attendance	The issue of poor attendance was discussed. Compared to previous years the attendance has improved. Extra remedial classes for students as suggested by UGC for attendance.  Prof. PK Banerjee suggested an online attendance system, so that parents can monitor. Prof. PK Banerjee and Mr. Upendra Puri suggested that students having less than 75% attendance should not be allowed for examination.	Remedial classes for students to be explored  1) Online system to be developed.  2) 75% attendance for appearing the examination to be enforced strictly.	VC / Registrar
e)	Student Absenteeism	The issue of absenteeism was discussed. It was discussed that currently the University has students who are not interested in education and they are here to get the degree only.		

		Prof. PK Banerjee suggested that absenteeism could be either because courses are challenging or not interesting.	<p>1. Make University campus more lively.</p> <p>2. Make lectures more interactive to keep students in class room.</p> <p>3. Invite external experts / industry people to give guest lectures.</p>	Dean / Coordinators
f)	Student welfare/ guidance cell	It was also suggested that University should have student welfare/guidance cell. It is important to mentor students, especially the weaker students through tutorial.	Mechanism to assist students with poor grades to be developed.	Dean
g)	Faculty Development Programme	University should also start the "Faculty Development Program" to train new teachers and improve the quality of education.	Faculty development program to be initiated.	Dean / Ph.D Coordinator / Research coordinator
h)	Academic Audit	It was discussed that a meeting should be organised for failed or weaker students meeting with faculty and VC for feedback.	University should employ counselor.	VC / Registrar
i)	New Courses	A number of new courses and some revised courses proposed in the Academic Council meeting were discussed. Also, demand for courses, infrastructure & additional faculty required, and intake capacity was discussed.	All new courses (and the revised courses) were approved after discussion.	Dean
j)	Proposed additional courses for future	There was discussion on the additional courses that can be offered. BA/MA in Public Policy, M.Sc. in Nanotechnology were discussed. Prof. PK Banerjee also suggested some courses such as B Tech Biotech, Solar and Entrepreneurship, Optometry, Public Health, Forensic Science, Psychology etc. at the University.	Proposed courses to be explored in the future.	VC / Dean
k)	Skill Development courses	It was discussed that there needs to be Brainstorming Session to discuss about Skill Development		

	Prof. PK Banerjee suggested University to sign the MOU with National Skill Development Corporation.	National Skill Development Corporation to be approached for MOU.	VC / Dean
<b>6 Administration</b>			
a) Financial Accounts	The current expenditure vis-a-vis budget for the financial year 2016-17 was presented by the Executive Registrar.	The accounts were approved.	NFA
	Draft budget for the year 2017-18 was presented. Improvements in the budget are being worked. The budget will be finalised and the trust will be requested for financial support.	The University budget for the year 2017-18 to be finalised.	Registrar
b) Staff	Registrar mentioned that number of faculty working at IAR Gandhinagar has increased significantly. Some more faculty will be added to manage new courses.	Recruitment of additional faculty to be initiated.	Registrar
Review of salary	Salary for the staff was discussed, following UGC visit.	An increase of about 10% average in salary increase may be considered including inflation, annual increase. Increase in salary will vary as per performance.	Registrar / VC for policy and implementation
c) Promotions Policy	Registrar informed that University will work on the promotion policy and at present it is under discussion.	Promotion policy to be drafted and circulated for suggestions and recommendations.	Dean
d) Marketing	VC shared some of the current and future marketing strategies. University has engaged a social media company "Sulekha.net" for its marketing.	It was suggested that industry visit/build-up relationship with industry that will increase student no. as well as marketing of the University.	VC / Registrar
	Dr. Radha Tiwari, In charge Admission cell said that she required additional person to help in collecting/compiling etc the data received from "Sulekha.net".	Mr. Puri told that one person will be appointed for this soon.	Registrar
	Networking with other institutions has been increased. Faculties are writing the collaborative projects with PDPU & PERD.		VC / Registrar

		Prof. PK Banerjee & VC suggested that University should consult with Industry people, and then organise Industry-based Conference/Lecture series.	Business conference/ Lecture series to be explored	VC
e)	Maintenance	Registrar gave a brief on the maintenance of infrastructure and equipments.  Registrar informed that faculty need to write major grant such as "FIST" that can support the maintenance of equipments.	University will purchase the new Ice machine. Manufacturers of Confocal Microscope to be contacted.	Registrar
f)	Security of the University	The security arrangements at the University were discussed.	Additional CCTV cameras to be fixed.	VC / Registrar
g)	Sports and Extracurricular activities	Development of new Football and Cricket Ground was discussed. Mr. Upendra Puri suggested that University should have a dedicated bigger ground for the Cricket.		VC / Registrar
<b>7</b>	<b>Development Plans</b>	Registrar briefed about the development plans.		
a)	Hostel	Additional hostel to be developed. The Registrar informed that additional hostel facility is proposed to be developed in the second phase.		NFA
b)	Medical Facility	Registrar informed that currently we have very limited no. of students and we go to Gandhinagar Hospital & Apollo Hospital in case of any emergency. Mr. Upendra Puri suggested that University should have the Doctor contact no., dedicated car and responsible person for any emergency.  Mr. Upendra Puri emphasized to develop the Medical Facility at the University campus. VC mentioned that the Paramedical courses may help in developing the in-house medical facility.	Contact details to be displayed at the notice board.  University Authorities to discuss with nearby institution to avail their medical facility till we develop our facility.	Admin officer
		Prof. PK Banerjee suggested that medical facility is mandate for NAAC.		

**8 Any other points**

a) Establishing new cells at University

Registrar informed that UGC has suggested establishment of IQAC. Development of new Cells was discussed.

1. IQAC (Internal Quality Assurance Cell),

VC / Registrar / Dean

2. Academic/ Industrial Relation Cell,

3. Alumni Association Cell to be set up at the University.

b) Student Issues

Ms. Dharavi Pal, Student representative raised the issues of the current students in the University. Students are satisfied with research infrastructure and supportive atmosphere of the University.

Prof. PK Banerjee told that University is UGC recognized and same can be informed the students

VC / Registrar

University Canteen should be more live with tea/Coffee facility till late evening.

University Library needs to be improved.

University Campus need to be improved.

University should be more strict about the student attendance.

UGC is the major concern for the students.

VC and Registrar said that this confusion is not only in students but also with our faculty. Dr. Ashima suggested that VC need to organise a meeting with all faculty and explain the situation so that there is no confusion.

Meeting with students and faculty to be organised to explain issues related to UGC recognition.

VC / Registrar

**9 Vote of Thanks**

The Registrar proposed vote of thanks to all esteemed members.

There being no further points, the came to close.



**Prof. Guna N Magesan, Provost, IAR  
Chairman**

**Date : 03/02/2017**