

**(Through E-mail)**

Guru Jambheshwar University of Science and Technology, Hisar  
(Established by State Legislature Act 17 of 1995)  
A<sup>+</sup> Grade NAAC Accredited University  
**Internal Quality Assurance Cell**

The Minutes of the 12<sup>th</sup> Meeting of IQAC held on 08/05/2024 from 3 PM onwards in the Chairmanship of Hon'ble Vice Chancellor, GJUST, Hisar. The Following were present:

Sr. No.	Designation	Member/External Member
1.	Prof. Narsi Ram Bishnoi, Hon'ble Vice-Chancellor	Chairperson
2.	Prof. Vinod Chhokar, Worthy Registrar	Member
3.	Prof. Devinder Kumar, Dean Academic Affairs	Member
4.	Prof. B.K. Punia, Haryana School of Business	Member
5.	Prof. Yogesh Chaba, Dept. of CSE	Member
6.	Prof. Neeraj Dilbaghi, Dept. of Biotech	Member
7.	Prof. N.K. Bishnoi, Dept. of Economics	Member
8.	Prof. Sandeep Singh, Dept. of Psychology	Member
9.	Sh. Ashok Kaushik, A.R. Academic	Member
10.	Prof. Kashmiri Lal, Dy. Director, IQAC, GJUST, Hisar	Member
11.	Prof. Ashish Agarwal, Director, IQAC, GJUST, Hisar	Ex-officio/Member-Secretary

At the outset, Director, IQAC welcomed the Hon'ble Vice-Chancellor and all the members of the IQAC committee.

The following agendas were discussed and resolved:

12.1	To approve the minutes and Follow Up / Action Taken Report of the 11th meeting of IQAC held on 27.01.2023.
Resolution	<p>The minutes of the 11<sup>th</sup> meeting were approved in the meeting with the following recommendations after a thorough deliberation on the Follow-Up Action submitted by the quarters concerned on the following agendas:</p> <p><b>11.3.3 – “Resolved that a Committee consisting of Director, Training and Placement Cell, two Internal Members and two External Expert Members may be constituted to chalk out the plan for strengthening the placements of the University. A proposal in this regard be submitted by the Director, T&amp;P Cell to the Hon'ble Vice-Chancellor at the earliest”</b></p> <p><b>Recommended: that,</b></p> <ol style="list-style-type: none"><li>i. The committee already approved in the follow up will be treated as Null and Void.</li><li>ii. The Training and Placement Cell be renamed as “Directorate of Placement”.</li><li>iii. A Placement Advisory Council be constituted headed by the Hon'ble Vice-Chancellor and its meeting should be held on the quarterly basis by the Ex-Officio-Member Secretary (Director-Directorate of Placement) of the Council.</li><li>iv. The Directorate of Placement will only look after the placement drives.</li><li>v. The Director, Directorate of Placement will convene a meeting of the Departmental Placement Coordinators on quarterly basis, where the strategies for</li></ol>

	<p>strengthening campus placements, student’s activities, Follow Up action etc. will be put up.</p> <p>vi. The Training earlier arranged by the Training and Placement Cell will now be organized at the Departmental level by the Chairperson of the respective department.</p> <p>vii. The Directorate of Placement will ensure the tie up /association of the University with the agencies like Info Edge, Naukari.Com, Shiksha.Com and related platforms for strengthening the placement of the University students.</p> <p>viii. Each University Department will make a list of the organizations/companies for visit to their department for campus placement. (Director, T&amp;P) for</p> <p>11.3.4 – <i>“Resolved that all University Teaching Department should introduce Soft-Skill short-term Courses and activities for the students”</i> <b>Recommended: that,</b> The review of the Soft-Skill based Short-term courses introduced and activities by the UTD’s be made in the next meeting.</p> <p>11.3.6 – <i>“Resolved that CCTV Cameras will be installed in the Animal House of the University. Further, it was also resolved that there should be Biometric system for the Experimental Animal Facility”</i> <b>Recommended: that,</b> Biometric system be implemented in the Experimental Animal Facility house for appropriately feeding and ensuring proper safety of the animals of the house.</p> <p>11.4-“PFMS” Recommended: that, A PFMS Cell be created in the Accounts Branch-Budget Section by the A.R. / D.R. Accounts and further be decentralized for all the departments and branches/offices. A notification regarding the same also be issued immediately by the A.R. / D.R. Accounts Branch.</p> <p>11.6 – <b>Enterprise Resource Planning-</b><i>“Resolved that a committee consisting of Director, PDUCIC, and a senior Faculty Member from the Dept. of Computer Science and Engineering and two external members namely Prof. Pawan Kumar Sharma and Prof. V.K. Garg may be constituted for exploring feasibility and evaluation of ERP by visiting KUK, CUP and HAU”.</i> <b>Recommended: that,</b> An afresh committee be constituted by the Hon’ble Vice-Chancellor consisting of the following members:</p> <p>i. Prof. Karampal Narwal, HSB (Convener) ii. Prof. Yogesh Chhaba, CSE iii. Director, PDUCIC</p> <p>11.7 – <i>“Resolved that the University may explore Institutional Membership of some Academic/Professional bodies like The Indian Science Congress Association”</i></p>
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	<b>Recommended: that,</b> The University should get institutional membership of Indian Science Congress, Global Plant Council etc.
12.2	To apprise the members about the start of 15 On Campus Programmes, 12 Online / ODL Programmes and 17 Certificate courses in the University through Regular, Distance and Online from the Academic Session 2024-25. <b>Annexure-I</b>
Resolution	The house was apprised the start of the New Programmes and Certificate Courses from the Academic Session 2024-25 and the house wished best to the University administration, faculty members and non-teaching staff for the start of new programmes in large number.
12.3	To apprise the members about the MoU's signed by University. The University has signed following One International and Four National MoU's since last meeting of IQAC held on 27.01.2023: <b>International MoU</b> 1. Institute of Genetics and Plant Experimental Biology (IGPEB), Uzbekistan <b>National MoU's</b> 1. Kamlabai Educational & Charitable Trust, Mumbai 2. MSME Technology Centre, Rohtak, Haryana 3. University of Ladakh, Ladakh 4. Lala Lajpat Rai University of Veterinary Sciences, Hisar, Haryana
Resolution	The house congratulated the University administration for signing MoU with the institutions of National and International repute for fostering in the different areas of research, technology, environment etc.
12.4	To apprise the members about the different New Policies made and revised (9) Policies mentioned as under:  <b>Sr. No. Policies</b> 1. Campus Maintenance Policy 2. Library and Laboratory Maintenance Policy and write off policy 3. Computer/Laptop/Other Peripherals/Software Purchase Policy 4. Faculty Retention Policy 5. University Teaching and Research Promotion Policy 6. Budget Allocation Policy 7. E-Waste Policy 8. University Cyber Policy 9. Website Policy
Resolution	The house was apprised that the University has made/reviewed 09 policies in the session 2023-24 and will be soon shared among all quarters of the University for their implementation.
12.5	Departments to allot mentors (teachers) to all the mentees (students) of all the University Teaching Departments/HSB for proper guidance/communication among the faculty members (Regular/Contractual/Ad-hoc/Guest basis) and the students. Accordingly a notification regarding of assigning Mentor-Mentee be issued by all the UTDs/HSB for each Academic Year.

Resolution	That, All Chairpersons of the UTD's and Director HSB will designate Mentor i.e. Regular, Contractual, Superannuated, Guest faculty for the students enrolled in the department (mentees). They will also notify it and manage the proper record of it.
12.6	Accounts Branch-Budget Section explore possibilities for fetching more and more grants from different centre/state government/private/industry funding agencies. If, any approval of the higher authority is needed the same be obtained timely. The Accounts branch must properly maintain the proper records (Research Award Letters/Utilization Certificates and all concerned documents if any) of different research projects awarded to all the faculty members/University.
Resolution	That, i. The Accounts Branch Budget Section will explore possibilities for fetching more and more grants from different center/state government/private/industry funding agencies and will maintain proper documentation of that. ii. The Branch must maintain proper record of Research Projects including the documents i.e. Sanction Letter, Utilization Certificates etc.
12.7	The feedback from the students/employers/alumni/staff carries crucial weightage in the NAAC assessment and accreditation process. Therefore, all University Teaching Departments/HSB/Dean Alumni/ T&P Cell / Branch Officers must ensure the obtaining the feedback/analysis/Action Taken Report from the quarter concerned for each year and always keep it handy.
Resolution	That, all University Teaching Departments/HSB/Dean Alumni /Directorate of Placement/ Branch Officers must ensure obtaining the Feedback/Analysis/Action Taken Report from all respective stakeholders for each year and always keep them handy.
12.8	All University Teaching Departments/Offices/Branches/Cells etc. must maintain the proper documentation of each and every activity/event carried out. They must prepare/maintain the reports, geotagged photographs, media-coverage in form of newspapers clippings which can also be downloaded from the GJU-HISARKIVICHARVATIKA the Facebook page of this University. For the broad publicity of the University all concerned Chairpersons /Directors/ Coordinators/Incharges/ Branch Officers must ensure the media coverage of all such events/activities/achievements organized by the different offices/branches/cells/departments etc. At the same it must be ensured that the press released be issued through the PRO with prior approval of the Hon'ble Vice-Chancellor.
Resolution	That, All University Teaching Departments/ Directorate of Placement/Directorate of Sports/University Health Centre/PDUCIC/ PDUIC/MMMTTC/ University Library / Offices/Branches/Cells etc. must maintain the proper documentation of each and every activity/event carried out. They must prepare/maintain the reports, geotagged photographs, media-coverage in form of newspapers clippings which can also be downloaded from the GJU-HISARKIVICHARVATIKA the Facebook page of this University. For the broad publicity of the University all concerned Chairpersons /Directors/ Coordinators / Incharges/ Branch Officers must ensure the media coverage of all such

	events/activities/achievements organized by the different offices/branches/cells/departments, etc. At the same it must be ensured that the press released be issued through the PRO with prior approval of the Hon'ble Vice-Chancellor.
12.9	The Placement of the University students also carries crucial weightage in the different Rankings and Accreditation Procedures of the University, therefore, the Director, Training and Placement must ensure the collection and compilation of all the placements records of the University students along with the placement/offer letters from all the departments. He should also secure the records of those placements which have been made without the involvement of the Directorate of Placement Cell. The Directorate of Placement should also encourage the departments to regularly get in touch with the alumni of the different departments.
Resolution	That, the Directorate of Placement will ensure the collection and compilation of all the placements records of the University students along with the placement/offer letters from all the departments. He should also secure the record of those placements of the students of the different departments of the University which have been made without any role of the Directorate of Placement. The Directorate of Placement should also encourage the departments to regularly get in touch with the alumni of the different departments.
12.10	The University has a lot of achievements to its credit in the sports which also has a significant role in the NAAC assessment. Therefore, the Dean, Directorate of Sports and Director, Directorate of Sports to properly record and maintain the different achievement alongwith the photographs/certificates and media news coverages. He must ensure the retaining of a copy of the certificate received by the student of each and every success achieved in any area of the sports. The Directorate also need to manage the record of cash prize received by the students in the different sports activities. Further, all activities/achievements must be updated on the Directorate of Sports webpage of the University Website.
Resolution	That, the University has a lot of achievements to its credit in the sports which also has a significant role in the NAAC assessment. Therefore, the Dean, Directorate of Sports and Director, Directorate of Sports to properly record and maintain the different achievement alongwith the photographs/certificates and media news coverages. He must ensure the retaining of a copy of the certificate received by the student of each and every success achieved in any area of the sports. The Directorate also need to manage the record of cash prize received by the students in the different sports activities.
12.11	SMO University Health Centre needs to organize periodically Health Awareness Programmes for the students/teachers and non-teaching staff. The SMO must also ensure the preparation of Health Awareness Program reports/photographs/media coverage records for any future purpose.
Resolution	That, the SMO University Health Centre should periodically organize more Health Awareness Programmes for the students/teachers and non-teaching staff of the University. The SMO should also ensure the maintenance of proper reports/photographs/media coverage records of all such programmes organized.

12.12	DSW organizes different activities for the students therefore they must properly record and maintain the different achievement/activities/events along with the reports and certificate of the students/university.
Resolution	That, DSW and Director, Cultural Affairs organize various programmes like Youth Festival, Other Cultural Programmes etc. from time to time. The office of Director, Cultural Affairs must properly make the report of all such programmes organized and make a proper record i.e. geotagged photographs, media clippings, certificates etc. so that the same can be reproduced for different accreditation and rankings requirements.
12.13	Dean, Department of Alumni Relation should interact with the alumni of the university for more and more donations to the University. He can also appeal for donation of different equipment's/machines etc. The Dean, should also ensure issuance of Appreciation Letter for the donor Alumni.
Resolution	That, Dean Alumni Relations should increase the interaction frequency with the alumni of the University more strengthening placements and donations to the University. The Dean Alumni should encourage the alumni for donation of new/used equipment's/machines to the University. They should also ensure Appreciation Letter for the donor Alumni.
12.14	Accounts Branch (Budget-Section) deals in the scholarship cases of the JRF/SRF/others scholarships of State and Centre Govt. Therefore, the Assistant Registrar Account Branch (Budget-Section) must prepare the records of NET/GATE/JRF/SRF etc. in the chronological order along with the NET/GATE/JRF/SRF etc. certificates which can be reproduced for different assessment and accreditation purposes of the University.
Resolution	That, The Branch must have up to date and proper record of all NET, JRF, SRF and PDF's with certificates and documents.
12.15	Demand-Ratio to be sought from HSTEC for the students want to seek admission into GJUST, Hisar for different B. Tech. and B. Pharma programmes.
Resolution	That, the University Coordinators of B.Tech. Admission and B.Pharma Admission must seek the academic year wise (from 2021-22 onwards) details/number of those students who fill GJUST, Hisar as the 1 <sup>st</sup> preference for admission into B.Tech. and B. Pharma programmes from HSTEC etc. A proper record of all such correspondence/outcome be maintained so that the same can be utilized for the different accreditation and ranking purposes.
12.16	The Accounts Branch must ensure the timely acquiring the Annual Audit Reports from the Local Audit Department of Haryana Government. A.R. Budget may also be asked to submit the status of the Annual Audit Reports Status for the session 2021-22 and 2022-23.

Resolution	That, <ul style="list-style-type: none"> <li>i. The Branch must ensure timely procuring of Annual Audit Statement and all respective documents.</li> <li>ii. Accounts Branch should submit the status of Annual Audit Reports for the session 2021-22, 2022-23 and 2023-24 to the Director, IQAC</li> </ul>
12.17	The University will have to apply for the Revised/Dual mode of assessment and accreditation in the next cycle therefore, the Director, Directorate of Distance Education should start its preparations for the same.
Resolution	That, the University may have to apply for the Revised/Dual mode ( <b>Regular and Distance</b> ) of assessment and accreditation to NAAC in the forthcoming session, therefore, the Director, Centre for Distance and Online Education, must ensure proper documentary record of each and every thing. So that the same can be utilized for the forthcoming NAAC Assessment and Accreditation.
12.18	The IQAC will prepare and apply for QS World University Rankings.
Resolution	That, the IQAC will also apply for QS World University Rankings in addition to all existing National and International rankings and accreditations of the University.
12.19	<ul style="list-style-type: none"> <li>i. Construction of Physiotherapy Block</li> <li>ii. Construction of Directorate of Distance Education</li> <li>iii. Extension of Mechanical Engineering Department/Block</li> <li>iv. Extension of Haryana School of Business with 02 Additional Floors.</li> <li>v. Extension of VIP Guest House</li> <li>vi. Extension of Shopping Centre/Complex</li> <li>vii. Renovation of Boys Hostel 1, Boys Hostel 3 and Girls Hostels</li> </ul>
Resolution	That, <ul style="list-style-type: none"> <li>i. Construction and Renovation be made as mentioned in the Agenda Item No. 12.19 from i to vii.</li> <li>ii. More Classrooms be made in Teaching Block-5 and Teaching Block-6.</li> <li>iii. 4<sup>th</sup> Floor be constructed in the Boys Hostel No. 4.</li> <li>iv. VIP Guest House and Faculty House be renamed to Guest House. To establish the difference between both existing houses a separate room no. be given to the rooms of both the houses.</li> <li>v. Construction of Girls Hostel-5, Boys Hostel-5 and Teaching Block-8.</li> </ul>
<b>Other Resolutions with the approval of the Chair</b>	
12.20	All Chairpersons of the University Teaching Departments/Director-HSB should ensure the functioning of all MoU's made by their departments.
12.21	The SMO-University Health Centre should make the Contact Number available of the University Ambulance Service to all Teaching/Non-Teaching Staff and Students.

12.22	The SMO-University Health Centre should prepare and send a proposal for 24*7 functioning of the University Health Centre. Further, there should also be Ayurvedic and Homeopathic doctor's services available in the University Health Centre.
12.23	Bio-metric system of attendance and certificate from parents of girls' hostel students for visiting their homes should be introduced.
12.24	<p>Student Dashboard</p> <p>A committee of the following is constituted for creating Dashboard for all the students of the UTD's/HSB including Research Scholars etc.</p> <ol style="list-style-type: none"> <li>Prof. O.P. Sangwan, CSE (Convener)</li> <li>Prof. Sanjeev Khambra, CSE</li> <li>Director, PDUCIC</li> </ol>

The Meeting ended with a Vote of Thanks to the Chair.

  
**Director, IQAC**

Endst. No. IQAC/2024/576-610

Dated: 25-06-2024

**Copy of the Minutes is forwarded to the followings with the request to ensure the requisite necessary action/submission of action taken reports at their ends.**

1. Dean Students' Welfare (for Agenda item No. 12.12, )
2. Chief Warden, Girl's Hostels (for Agenda item No. 12.23)
3. Dean, Faculty of Engineering and Dean, Medical Sciences (for Agenda item No. 12.15)
4. All Chairpersons of the University Teaching Departments (for all related agendas/resolutions/12.1;11.3.4, 12.5, 12.7, 12.8, 12.9, 12.20)
5. Prof. Karampal Narwal, Haryana School of Business (for Agenda item No. 12.1; 11.6)
6. Prof. Yogesh Chhaba, Dept. of Computer Science and Engineering (for Agenda item No. 12.1; 11.6)
7. All Members of the Committee
8. Incharge, Experimental Animal Facility, GJSUS&T, Hisar (for Agenda item No. 12.1;11.3.6)
9. Director, Training and Placement Cell), (for Agenda item No. 12.1;11.3.3, 12.7, 12.8, 12.9)
10. Dean Alumni Relations (for Agenda item No. 12.7,12.13)
11. Director, PDUIIC (for Agenda item No. 12.8)
12. Director, Centre for Distance and Online Learning erstwhile DDE (for Agenda item No. 12.17)
13. Prof. O.P. Sangwan, Dept. of CSE (for Agenda item No. 12.24)
14. Controller of Exams
15. Dean of Sports ((for Agenda item No. 12.8, 12.10)
16. University Librarian, GJSUS&T, Hisar (for Agenda item No. 12.8, )
17. Director, Cultural Affairs (for Agenda item No. 12.12, )
18. Prof. Sanjeev Khambra, Dept. of CSE (for Agenda item No. 12.24)
19. Director, MMTTC (for Agenda item No. 12.8,
20. SMO- University Health Centre (for Agenda item No. 12.8, 12.11,12.21, 12.22)
21. Director, PDUCIC (for Agenda item No. 12.8, )
22. D.R. /A.R. Accounts Branch. (for Agenda item No.12.1;11.4, 12.6, 12.14, 12.16)
23. A.R. Establishment Branch (12.1(11.33) for Notifying.
24. Superintending Engineer, University Works Department (for Agenda item No. 12.19)
25. All Branch Officers (for Agenda item No. 12.7, 12.8)
26. PS to Registrar for kind information of the Registrar
27. OSD to the Vice Chancellor for kind information of the Vice-Chancellor.

Am Annexure I

University Prospectus 2024-25  
Last Page

Other programmes	
<del>B.Tech. Electronics and Computer Engineering</del>	<del>B.Tech. Artificial Intelligence and Data Science</del>
<del>B.Tech. Artificial Intelligence and Data Science</del>	
New programme as per NEP 2020 w.e.f. 2024-25	
1 Integrated BBA – MBA	10 B.Tech. Electronics and Computer Engineering
2 Integrated BCA-MCA	11 B.Tech. Artificial Intelligence and Data Science
3 Integrated B.Com.- M.Com.	12 B.Sc. (Aviation)
4 Integrated B.Sc. (Hons./Hons. with Research) – M.Sc. in Yoga Science and Therapy	13 B.Sc. B.Ed. under ITEP
5 M.Sc. (Geography)	14 B.A. B.Ed. under ITEP
Proposed new programmes	
6 Post Basic B.Sc. (Nursing)	15 B.A. LLB
7 B.Sc. (Nursing)	
8 B.Sc. (Medical Laboratory Technology)	
9 B.Sc. Radiography & Imaging Technology	

Note: - All the students admitted in various courses through Online counseling conducted by Haryana State Technical Education Society (HSTES), Panchkula i.e. B.Tech., B.Tech.(LEET) 2nd year and B.Pharm. will also submit the online application form after getting admission. The Schedule for submission of online application form will be displayed on the University website separately and the Registration Fee will be Rs. 400/- for General Category candidates, Rs.200/- for EWS candidates of Haryana and Rs. 100/- for reserved categories of Haryana (i.e. SC, Deprived SC & BC candidates of Haryana).



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REGISTRATION FEE:  
Rs. 1600/- for General Category candidates  
Rs. 800/- for EWS candidates of Haryana  
Rs. 400/- for SC, Deprived SC and BC  
candidates of Haryana

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**UPCOMING CERTIFICATE COURSES IN COLLABORATION WITH HARYANA KNOWLEDGE CORPORATION LIMITED (HKCL) 2024-25**

- (i) Certificate in Information Technology (HS-CIT)
- (ii) Certificate in Financial Accounting
- (iii) Certificate in Advanced Accounting
- (iv) Certificate in Advanced Excel
- (v) Certificate in AutoCAD
- (vi) Certificate in IT Network Support
- (vii) Certificate in IT Desktop & Hardware Support
- (viii) Certificate in IT Security Support
- (ix) Certificate in Office Assistance
- (x) Certificate in Photo Editing
- (xi) Certificate in Coral Draw
- (xii) Certificate in Adobe (DTP)
- (xiii) Certificate in Graphic Designing
- (xiv) Certificate in Web Designing
- (xv) Certificate in Video Editing
- (xvi) Certificate in C & C++ Programming
- (xvii) Certificate in English Communication & Soft Skills

**UPCOMING COURSES IN ODL/ ONLINE MODE**

- 1. M.A. (Hindi) — ODL
- 2. Master of Business Administration (MBA) ONLINE
- 3. M.Com ONLINE
- 4. M.A. (Mass Communication) On line
- 5. Master of Computer Applications On line
- 6. Diploma in Computer Applications online
- 7. Diploma in Data Science
- 8. Diploma in Supply Chain Analytics
- 9. Diploma in Banking and Finance ODL
- 10. Diploma in Financial Market
- 11. Diploma in Business Analytics
- 12. Diploma in Guidance and Counselling
- 13. Diploma in Industrial Health & Safety

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JK  
10/11/24

*sushila*  
Deputy Registrar (CDOE)  
Guru Jambheshwar University  
of Science & Technology, Hisar

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