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# AGENDA NOTE

for

the meeting of

Internal Quality Assurance Cell (IQAC)

of

CENTRAL SANSKRIT UNIVERSITY, DELHI

on

25.05.2022 At 04:00 PM

Through

Online (Google Meet)

at

Conference Room

*Agenda is approved  
for placing in the  
meeting*

*25/5/22*

**CENTRAL SANSKRIT UNIVERSITY**

(Establishment by an Act of Parliament)

Janakpuri, New Delhi-110 058

# AGENDA ITEMS

**Item No. 1 : To approve and submit AQAR for the year 2020-21.**

AQAR 2020-21 has been prepared by NAAC Core Team under the supervision of Prof. Sudesh Kumar Sharma, Director, IQAC and Prof. Ishwar Bhat, Member, IQAC. The Committee may consider and approve for submission in NAAC Portal.

**Item No. 2 : The following Points are need to be attended for seeking the high weightage in the SSR**

Criterion I - Curricular Aspects			
Key Indicator - 1.1 Curriculum Design and Development & 1.2 Academic Flexibility			
Metric No.			Weightage
1.1.1	QIM	Programs Outcomes (POs)	20
		Programs Specific Outcomes (PSOs)	
		Course Outcomes (COs)	
1.1.2	QnM	Number of Programmes where syllabus revision was carried out during the year	10
1.2.1	QnM	Number of new courses introduced of the total number of courses across all programs offered during the year	20
1.2.2	QnM	Number of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented during the year	20
1.3.1	QnM	Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	13
1.3.2	QnM	Number of value-added courses for imparting transferable and life skills offered during the year.	02
1.4.1	QnM	Alumni Registration.	05
3.1.2	QnM	The institution provides seed money to its teachers for research.	06
3.1.3	QnM	Number of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the year.	02
3.1.5	QnM	Institution has the following facilities to support research <ul style="list-style-type: none"> <li>• Central Instrumentation Centre</li> <li>• Animal House/Green House</li> <li>• Museum</li> <li>• Media laboratory/Studios</li> <li>• Business Lab</li> <li>• Research/Statistical Databases</li> <li>• Moot court</li> </ul>	02

		<ul style="list-style-type: none"> <li>• Theatre</li> <li>• Art Gallery</li> <li>• Any other facility to support research</li> </ul>	
3.2.1	QnM	External funding for Research endowments, Chairs in the University during.	03
3.2.2	QnM	Grants for research projects sponsored by the government agencies during the year.	07
3.4.1	QnM	The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following <ul style="list-style-type: none"> <li>• Inclusion of research ethics in the research methodology course work</li> <li>• Plagiarism check.</li> </ul>	02
3.4.2	QnM	The institution provides incentives to teachers who receive state, national and international :- <ol style="list-style-type: none"> <li>1. Commendation and monetary incentive at a University function.</li> <li>2. Commendation and medal at a University function.</li> <li>3. Certificate of honor.</li> <li>4. Announcement in the Newsletter/ website.</li> </ol>	02
3.4.7	QnM	E-content is developed by teachers :- <ol style="list-style-type: none"> <li>1. For e-PG-Pathshala.</li> <li>2. For CEC (Under Graduate).</li> <li>3. For other MOOCs platform.</li> <li>4. For Institutional LMS.</li> </ol>	20
3.5.2	QnM	Revenue generated from consultancy and corporate training during the year.	03
3.7.1	QnM	Number of collaborative activities with other institutions/research establishment / industry for research and academic development of faculty and students during the year.	08
3.7.2	QnM	Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the year.	05
4.3.5	QnM	Media Centre	
		Audio Visual Centre	
		Lecture Capturing System (LCS)	
		Mixing equipments and Software For editing	
4.2.2	QnM	Institution has subscription for e-Library resources Library has regular subscription for the following: <ol style="list-style-type: none"> <li>1. e - journals:- Different e-journal may be subscribed for each campuses separately for CSU</li> <li>2. e-books</li> <li>3. e-ShodhSindhu</li> </ol>	03

		4. Shodhganga 5. Databases	
4.2.3	QnM	Annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the year	02
7.1.2	QnM	Solar energy	05
		Biogas plant	
		Wheeling to the Grid	
7.1.3	QnM	Solid waste management	02
		Liquid waste management	
		E-waste management	
		Rain water harvesting	
7.1.5	QnM	Restricted entry of automobiles	02
		Use of bicycles/ Battery-powered vehicles	
		Ban on use of plastic	
7.1.6	QnM	Green audit	02
		Energy audit	
		Environment audit	
		Clean and green campus recognitions	
		Beyond the campus environmental promotional activities	

**Item No. 3 : To provide facility of Girls restroom with sanitary pad vending machine in all campuses.**

Various representations has been received from the Staff & Students, it is required that there should be a common Girls restroom in all campuses and H.Q. office with essential facilities of rest chair/first add box and sanitary pad vending machine etc. Expenditure for providing the said facility may be incurred by student fund of concerned campuses. The Committee may kindly be considered and approved same.

**Item No. 4 : To conduct Green Audit, Energy Audit & Environmental Audit in all Campuses.**

It is required to conduct Green Audit, Energy Audit and Environmental Audit in all Campuses of the CSU for ensuing NAAC visit. For this purpose, NAAC Core Team had the discussion with EHS alliance Gurugram based company which has given a Quotation for the purpose of Three audit for Rs. 1,50,000/- to all campus of CSU. However GST will be extra @ 18% as applicable.

**Item No. 5 : To conduct Administrative Audit at Head Quarters of CSU, Delhi.**

Questionnaire has been prepared already for this purpose. Exam & MSP for both questionnaires yet to be prepared by NAAC core team.

**Item No. 6 :** To make necessary arrangement for preparing AQAR 2021-22, IIQA and SSR.

AQAR 2021-22, IIQA and SSR of CSU to be prepared for NAAC visit. Therefore, NAAC Core Team may be instructed to prepare AQAR 2021-22, IIQA and SSR of CSU, respectively.

**Item No. 7 :** To establish and maintain audio, video & virtual meeting room in all campuses of the CSU within the existing/available facilities (such as- Projector, Mice, Speaker, Camera etc.) in the concerned campus.

As you may aware that mostly official meetings conducts through virtually mode. Hence, it is required to establish audio/video/virtual meeting room in all campuses within the facilities available in the campus. The Committee may kindly be considered and approved same.

**Item No. 8 :** Quality initiatives.

### **1. Journal Publication Policy**

- Campus-wise quality publication of Research Journals. The Head of department of subjects may initiate and lead the publication process.
- Board of Referees must be constructed to each research journal.
- Priority should be established to existing publication of research journals of campus.
- One Campus should focus on one single discipline or stream of knowledge tradition.
- Research Publication should be centrally funded [the financial assistance may be Rs. 50,000 to 1,00,000.] -
- Catalogue of publication should be sent to Different Sanskrit Universities, Academies, and departments of Sanskrit in university to increase the selling of publication.
- Departmental Conferences/Seminars must be organized time to time and publish their proceedings.

### **2. Policies regarding ...**

- Intellectual property rights
- Code of professional ethics for teachers
- Consultancy rules
- Guidelines for conduct of capacity building and training programmes
- Guidelines for conduct of research project

### 3. Other Issues

#### I. Prayer

- Structure of Prayer - Local religious song, National Anthem, Vaidic Mantras. [Suggestion - Eight Slokas selected by Madan Mohan Malaviyaji may be adopted for prayer.]
- Prayer may be organised twice a day [Suggestion at 09.45 AM and 02.00 PM]

#### II. Financial Management

- Firstly, Non-salary budget should be prepared at campus level.
- Reframe/Reform of Head-wise budget plans.
- Re-opening of project account as a Scheme a/c, not as a General a/c.


#### III. Library

- Fund should be available from capital fund, not from general head [UGC Norms.]
- E-Granthalaya 4.0 is updated version and this should be adopted.
- The competent students may be appointed as Data Entry Operator on minimum remuneration.

#### IV. Scholarship

- Special Plan for students studying in Ekalavya Campus from NER fund.

Any other items with the permission of the Chair.

  
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