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RAJIV GANDHI NATIONAL UNIVERSITY OF LAW, PUNJAB

(Established Under Punjab Act No. 12 of 2006)

Accredited with 'A' Grade by NAAC



PROCEEDINGS OF THE MEETING OF THE RGNUL INTERNAL QUALITY ASSURANCE CELL (IQAC) AND ACTION TAKEN REPORT (ATR)

**HELD ON 28.02.2025
IN CONFERENCE HALL ADMINISTRTAIVE BLOCK, RGNUL
AT
03.30 P.M. ONWARD**

LIST OF IQAC MEMBERS

1.	Professor (Dr.) Jai Shankar Singh, <i>Vice-Chancellor, RGNUL, Punjab</i>	Chairman	12.	Mr. Siddhartha Fuller, Assistant Professor of Law, RGNUL	Member
2.	Professor (Dr.) Ivneet Kaur Walia, <i>Registrar (Officiating), RGNUL, Punjab</i>	Member	13.	Dr. Geetika Walia, Associate Professor and Librarian, RGNUL	Member Senior Administrative Officer
3.	Professor (Dr.) Gurpreet Kaur Pannu, Professor of Law, Punjabi University, Patiala	External Member	14.	Dr. Shruti Goyal, Associate Professor and COE, RGNUL	Member Senior Administrative Officer
4.	Mr. Mohit Chug, Principal, DAV Public School (Parent of Student)	External Member	15.	Advocate Harkirat Singh Sakrali, Alumni First Batch	Alumni
5.	Prof. (Dr.) Vandana Sharma, Retd. Department of Psychology, Punjabi University, Patiala	External Member	16.	Ms. Jasmeen Kaur, Roll No. 23056	Member Students
6.	Mr. Lakhwinder Sareen, Social Worker Activist	External Member	17.	Ms. Kavya Shukla, Roll No. 22226	Member Students
7.	Advocate Harvinder Shukla, Shukla Associates, Patiala	External Member	18.	Ms. Pramati Chatta, Roll No. 21241	Member Students
8.	Professor (Dr.) Naresh Kumar Vats, Professor of Law and Dean Academics	Member	19.	Mr. Vikas Bishnoi, Member RGNUL Student Bar Council	Member Student Bar Council
9.	Professor (Dr.) Sharanjit, Professor of Law, RGNUL, Punjab	Member	20.	Mr. Aditya Dwivedi, Ph.D. Student Representative, RGNUL	Ph.D. Student Representative, RGNUL
10.	Dr. Renuka Soni, Assistant Professor of Law, RGNUL	Member	21.	Dr. Tanya Mander, Assistant Professor of English, RGNUL, Punjab	Coordinator, IQAC
11.	Dr. Rachna Sharma, Assistant Professor of History, RGNUL	Member			

RGNUL IQAC MEETING

28TH FEBRUARY 2025

The Meeting of the Internal Quality Assurance Cell (IQAC) was held on 28th February 2025 in Conference Hall, Administrative Block, RGNUL, Punjab at 3.30 p.m. onwards under the Chairmanship of Professor (Dr.) Jai Shankar Singh, Vice-Chancellor, RGNUL. The following members were present:

1.	Professor (Dr.) Jai Shankar Singh, <i>Vice-Chancellor, RGNUL, Punjab</i>	Chairman	7.	Dr. Shruti Goyal, Associate Professor and COE, RGNUL	Member Senior Administrative Officer
2.	Professor (Dr.) Ivneet Kaur Walia, <i>Registrar (Officiating), RGNUL, Punjab</i>	Member	8.	Ms. Jasmeen Kaur, Roll No. 23056	Member Students
3.	Mr. Mohit Chug, Principal, DAV Public School, Sunder Nagar, Mandi (Parent of Student)	External Member	9.	Ms. Kavya Shukla, Roll No. 22226	Member Students
4.	Dr. Rachna Sharma, Assistant Professor of History, RGNUL	Member	10.	Ms. Pramati Chatta, Roll No. 21241	Member Students
5.	Mr. Siddhartha Fuller, Assistant Professor of Law, RGNUL	Member	11.	Mr. Vikas Bishnoi, Member RGNUL Student Bar Council	Member Student Bar Council
6.	Dr. Geetika Walia, Associate Professor and Librarian, RGNUL	Member Senior Administrative Officer	12.	Dr. Tanya Mander Assistant Professor of English and Ph.D. Coordinator RGNUL, Punjab	Coordinator, IQAC

PROCEEDINGS OF THE MEETING OF THE RGNUL INTERNAL QUALITY ASSURANCE CELL (IQAC) AND ACTION TAKEN REPORT (ATR)

ITEM (1)	TO CONFIRM THE PROCEEDINGS OF THE PREVIOUS IQAC MEETING HELD IN BLENDED MODE ON 03.12.2024 AT 11:30 A.M. ONWARDS. THE ACTION TAKEN REPORT (ATR) OF THE LAST MEETING IS ANNEXED HERewith (<u>ANNEXURE-1</u>).		
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
The Previous meeting of IQAC was conducted on 03.12.2024 through blended mode. The proceedings of the meeting have been prepared in accordance with the decisions taken in the meeting. Proceedings and Action Taken Report of the previous meeting have been annexed for the perusal of the members as (<u>ANNEXURE-1</u>).	The proceedings of the last IQAC meeting were approved. It was brought to the attention of the members that training programme for the guards could not be organised because of the events scheduled Convocation and International Conference in the month of February	The members unanimously decided that the programme may be organized in May 2025 after the end-term exam.	The relevant part of the para to be circulated for implementation of the decision taken in the IQAC meeting.
ITEM (2)	TO INITIATE THE PROCESS OF INSTITUTIONALIZATION OF DATA BASED ON THE PERFORMA FOR NAAC, AQAR AND NIRF (<u>ANNEXURE-2</u>)		
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
IQAC has to submit data related to curriculum, students, faculty, research, infrastructure and library every year for AQAR, NIRF. The data submitted is considered for NAAC accreditation. However, it has been experienced that either data is not available or is submitted to IQAC in a form that becomes difficult to decipher. Keeping in mind the annual requirement, IQAC plans to institutionalize the data required by drafting specific proforma and circulating to faculty, students, and administrative units of the University (<u>ANNEXURE-2</u>)	The members were apprised about the data collection problems that IQAC faced. The data is not only incomplete, sometimes information is not organised and collected by various stake holder in the form that is required for recommendatory and government agencies. To bridge this gap IQAC has drafted proformas to be duly filled in by faculty and student coordinators of various research centres and student committees, separate proformas have been made for RICE and NSS. IQAC proposed the form may be submitted by the end of the year.	IQAC members approved the proformas and decided on the following: a) Proformas should be submitted by the faculty, research coordinators and student conveners after every six months (i.e. November and April before the commencement of End Term Exam) b) The Coordinator of Research Centres, and Student Committees to issue certificates of appreciation and experience to the students only when the proformas have been submitted and IQAC has send the receipt of the same. c) The IQAC should call meeting of the faculty members, Coordinators of Research Centres and Student Coordinators to apprise them about the proformas d) It was also decided that faculty and establishment to be informed that for every duty leave sanctioned to the faculty members for participation / presentation etc. certificate / letter of appreciation to be submitted and placed in their personal files.	IQAC to ensure compliance.

ITEM (3)	TO ORGANIZE SERIES OF WELLNESS TALKS RELATED TO MENTAL AND PHYSICAL WELL BEING FOR THE STUDENTS OF B.A.LL.B. (HONS.) PROGRAMME LL.M. (ONE YEAR) AND Ph.D. RESEARCH SCHOLARS			
AGENDA NOTE		DISCUSSION	DECISION	ACTION TAKEN
The society has changed in numerous ways and the students today are exposed to different processes, situation and conflicts. Though the RGNUL has a Counsellor on Campus but group debates / discussion and awareness talks are not possible. The IQAC would like to initiate a series of wellness talks for the students. The talks will cater students in smaller groups and will be to be spread across the year.		The members discussed in detail the need for these lectures, workshops for students as well as faculty and staff at RGNUL.	It was decided that these activities / workshops should be conducted periodically for both students and faculty members. IQAC to ensure such talks through the year.	IQAC to invite Resource Persons and plan the workshops and lectures
ITEM (4)	IN CONSONANCE WITH THE ACTION PLAN FOR THE ACADEMIC YEAR 2024-2025 OF RGNUL IQAC, PROFORMAS FOR ACADEMIC AUDIT NEED TO APPROVED (ANNEXURE-3).			
AGENDA NOTE		DISCUSSION	DECISION	ACTION TAKEN
Academic Audit can be understood as a scientific and systematic method of reviewing the quality of academic processes of the institution. This follows a well-established tradition of taking adequate and purposeful samples to ascertain the quality of academic delivery including Teaching-learning processes, Curriculum Design and Review, Research and Outreach and other related academic processes. It correlates with the quality assurance and enhances the quality of academic activities of the University. The RGNUL IQAC has drafted framework to be adopted for academic audit after carefully studying from other University (ANNEXURE-3)		Members were apprised about the plan to undertake Academic Audit as was discussed in the last meeting. IQAC has prepared proformas in detail based on the seven criteria for NAAC. Members were also apprised of the policy document for audit drafted by IQAC	The members approved the policy and proforma for the academic audit.	The policy document and proformas to be put up as agenda items to Academic Council and Executive Council for approval.
ITEM (5)	TO INSTITUTIONALIZE THE MENTOR MENTEE POLICY (ANNEXURE-4).			
AGENDA NOTE		DISCUSSION	DECISION	ACTION TAKEN
The IQAC in its meeting 21.10.2023 had apprised the members of the mentor-mentee policy approved by the statutory bodies. The policy has been implemented however, there is a need to institutionalize the same by reflecting a dedicated space on ERP, meetings of the mentors with faculty incharge of the year, mentor to maintain record of number problems / complaints discussed, measures taken by the mentor. Format enclosed (ANNEXURE-4)		The members discussed in detail the importance of mentorship for students; the draft rules of the mentors as drafted by IQAC were also discussed in detail. IQAC has drafted a proforma for the same to be filled by the mentors	<ul style="list-style-type: none"> • The proforma to be mailed to faculty by the IQAC every semester • The faculty to submit the same to IQAC at the end of the semester. • Information with regard to the scheme to be uploaded on ERP and Website 	IQAC to mail by last week of March

ITEM (6)	TO REVIEW THE STATUS OF CCTV INSTALLATION ON THE CAMPUS			
AGENDA NOTE		DISCUSSION	DECISION	ACTION TAKEN
The RGNUL has placed CCTVs as part of Surveillance system to ensure, safety and security of all stakeholders. There are almost 50 cameras on the campus. There is a need to review the status of all CCTVs installations and draft a comprehensive policy. A Committee may be constituted to review and suggest measures.		It was discussed in detail that CCTV installation must be reviewed, a policy document must be drafted so as to clearly define the parameters and procedure thereof.	The Vice-Chancellor formed the committee of the following to review the installation and the prepare draft of the policy and to submit the same to IQAC 1. Registrar 2. Dean Academics 3. DSW 3. IQAC 4, Dr. Basant 5. IT Department 6. Student Members of IQAC	Relevant paras to be circulated to Members. Dean Academic to Coordinate.
ITEM (7)	TO COMPILE CURRICULUM TOPICS COVERING INDIAN KNOWLEDGE SYSTEM AS REQUIRED BY NAAC			
AGENDA NOTE		DISCUSSION	DECISION	ACTION TAKEN
Higher education institutions across the country under NEP now require appropriate integration of Indian Knowledge Systems. It requires a comprehensive document detailing integration of the Indian Knowledge Systems into Curriculum. In both B.A.LL.B. and LL.M. course curriculum as specific topics dealing with Indian traditional knowledge, Indian Arts, Indian Culture are being taught. There is a need to compile those topics into a document.		Members were apprised that it was now mandatory requirement for higher education institutions to offer integration in curriculum with Indian Knowledge System Members were also apprised that the same are already being taught in the curriculum at RGNUL.	It was decided that the office of Dean Academics to process the collection of this information through google form; by the faculty at RGNUL.	Relevant paras to be circulated to Academic Office.
ITEM (8)	ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.			
AGENDA NOTE		DISCUSSION	DECISION	ACTION TAKEN
a) To have FAQs document the University Website		Mohit Chug, member IQAC pointed out that or lot of parents are unaware of students committees, their roles, curriculum, specialization option, scholarship etc. etc. to bridge this gap a FAQs document dealing with same frequently asked queries may be uploaded on the website	The Vice-Chancellor appreciated the idea. Dean Academics and Admission Committee to draft FAQs to be uploaded before the commencement of classes of next session July 2025	Relevant para to be circulated to Admission Committee and Dean Academic Office.
b) IQAC to Prepare blueprint of Academic Calendar of the University		Student members of IQAC and faculty members of IQAC pointed out the problems being enumerated with regard to syllabus made available, project work deadline is different for different subject.	IQAC to drafted a detailed document, Listing in detail the important dates for academic deadlines in consonance with Dean Academic.	IQAC to draft the blue print and put up to Registrar Office.

c) Model Question Papers for students of B.A.LL.B. and LL.M. Courses.	The student members of the IQAC informed the members about the need to have challenging question papers to prepare for their course exam and also for getting exposure to style of question papers in competitive exam.	It was decided that RGNUL has RICE, Institute of Competitive Examination. RICE can draft model question papers for subject every semester.	Relevant para to be circulated to coordinator RICE.
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The meeting concluded with vote of thanks to the members of their valuable suggestions.




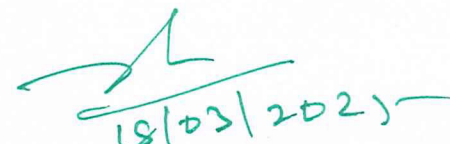
Dr. Tanya Mander

Coordinator IQAC and

Assistant Professor of English, RGNUL

To confirm the proceedings and to be put up before Academic / Executive Council for Approval and further necessary action.


Professor (Dr.) Ivneet Kaur Walia
Registrar (Officiating)
RGNUL, Punjab


Professor (Dr.) Jai Shankar Singh
Chairman IQAC and
Vice-Chancellor RGNUL, Punjab

**MEETING OF
RGNUL INTERNAL QUALITY ASSURANCE CELL (IQAC)**

NO. 2 / 2024-2025



AGENDA ITEMS

ON

28.02.2025

TIME : 3:30 P.M. ONWARDS

**VENUE : CONFERENCE HALL ADMINISTRATIVE BLOCK
(OFFLINE MODE)**

LIST OF IQAC MEMBERS

SR. NO.	NAME	CATEGORY
1.	Professor (Dr.) Jai Shankar Singh, <i>Vice-Chancellor, RGNUL, Punjab</i>	Chairman
2.	Professor (Dr.) Ivneet Kaur Walia, <i>Registrar (Officiating), RGNUL, Punjab</i>	Member
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20.	Mr. Aditya Dwivedi, Ph.D. Student Representative, RGNUL	Ph.D. Student Representative, RGNUL
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Sidhuwal New Campus, Bhadson Road, Patiala - 147 006 (Punjab), INDIA.

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e-mail: info@rgnul.ac.in website: www.rgnul.ac.in

AGENDA

Agenda of the 2nd Meeting of the Internal Quality Assurance Cell (IQAC), RGNUL (Academic Session 2024-25) to be held on 28.02.2025 at 3:30 p.m. onwards

ITEM (1) TO CONFIRM THE PROCEEDINGS OF THE PREVIOUS IQAC MEETING HELD IN BLENDED MODE ON 03.12.2024 AT 11:30 A.M. ONWARDS. THE ACTION TAKEN REPORT (ATR) OF THE LAST MEETING IS ANNEXED HEREWITH (ANNEXURE-1).

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Note:

The society has changed in numerous ways and the students today are exposed to different processes, situation and conflicts. Though the RGNUL has a Counsellor on Campus but group debates / discussion and awareness talks are not possible. The IQAC would like to initiate a series of wellness talks for the students. The talks will cater students in smaller groups and will be to be spread across the year.

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Note:

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Note:

The RGNUL has placed CCTVs as part of Surveillance system to ensure, safety and security of all stakeholders. There are almost 50 cameras on the campus. There is a need to review the status of all CCTVs installations and draft a comprehensive policy. A Committee may be constituted to review and suggest measures.

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Note:

Higher education institutions across the country under NEP now require appropriate integration of Indian Knowledge Systems. It requires a comprehensive document detailing integration of the Indian Knowledge Systems into Curriculum. In both B.A.LL.B. and LL.M. course curriculum as specific topics dealing with Indian traditional knowledge, Indian Arts, Indian Culture are being taught. There is a need to compile those topics into a document.

ITEM (8) ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.

KNOWLEDGE EMPOWERS

COPY TO ALL MEMBERS OF RGNUL IQAC

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26/33894

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**HELD ON 03.12.2024
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AT
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RGNUL IQAC MEETING


03RD DECEMBER 2024

The Meeting of the Internal Quality Assurance Cell (IQAC) was held on 3rd December 2024 in Conference Hall, Administrative Block, RGNUL, Punjab at 11.30 a.m. onwards under the Chairmanship of Professor (Dr.) Jai Shankar Singh, Vice-Chancellor, RGNUL. The following members were present:

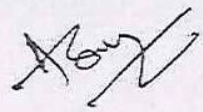
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7.	Dr. Ivneet Kaur Walia, Associate Professor of Law, RGNUL	Member	16.	Ms. Pramati Chatta, Roll No. 21241	Member Students
8.	Dr. Rachna Sharma, Assistant Professor of History, RGNUL	Member	17.	Mr. Vikas Bishnoi, Member RGNUL Student Bar Council	Member Student Bar Council
9.	Mr. Sidharatha Fuller, Assistant Professor of Law, RGNUL	Member	18.	Dr. Tanya Mander, Assistant Professor of English, RGNUL, Punjab	Coordinator, IQAC



PROCEEDINGS OF THE MEETING OF THE RGNUL INTERNAL QUALITY ASSURANCE CELL (IQAC) AND ACTION TAKEN REPORT (ATR)

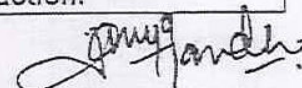
ITEM (1)	TO CONFIRM THE PROCEEDINGS OF THE PREVIOUS IQAC MEETING HELD IN BLENDED MODE ON 27.05.2024 AT 11:00 A.M. ONWARDS. THE ACTION TAKEN REPORT (ATR) OF THE LAST MEETING IS ANNEXED HERewith (ANNEXURE-1).			
	AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
	The Previous meeting of IQAC was conducted on 27.05.2024 through blended mode. The proceedings of the meeting have been prepared in accordance with the decisions taken in the meeting. Proceedings and Action Taken Report of the previous meeting have been annexed for the perusal of the members as (Annexure-1).	The members perused the proceedings and were satisfied with the progress being made by the RGNUL IQAC in all the areas.	All the members expressed satisfaction that proceedings have been made in accordance with the decisions of the IQAC and accordingly unanimously resolved to approve the proceedings and recommended to be placed before the Academic/Executive Council for its approval.	The relevant part of the para to be circulated for implementation of the decision taken in the IQAC meeting.
ITEM (2)	TO APPRISE THE MEMBERS OF THE CHANGES IN THE RGNUL SCHEME OF STUDY UG AND PG COURSES (ANNEXURE-2)			
	AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
	<p>The University approved the academic scheme in the year 2024-2029 by incorporating multiple changes to cater the requirement of the undergraduate and post-graduate courses of the University. As per requirement of the NEP/NAAC/NIRF the revision of academic scheme and syllabus is a continuous process. In the light of this the RGNUL Curriculum Development Committee (CDC) was requested to review the academic Scheme. Accordingly, Academic Scheme of Study for the B.A.LL.B. (Hons.) Five Year Integrated Course and the LL.M. One Year Post Graduation Course for the period 2024-2029 was prepared after thoughtful deliberations (Annexure-2).</p> <p>This scheme aims to ensure the continuous enhancement of our academic programs and to meet the evolving needs of our students and the legal profession. It reflects our commitment to academic excellence and innovation in legal education. (Annexure-2)</p>	<p>The members appreciated and encouraged the University for periodically updating the Scheme of Study and incorporating updated and latest ideas relating to law and legal education.</p> 	<p>The members appreciated the role and work undertaken by RGNUL CDC. It was suggested the proceedings of CDC to be made part of Academic Scheme specifically mentioning the changes incorporated their in.</p>	<p>IQAC to procure CDC proceeding from the Academic Office</p>

ITEM (3) TO DISCUSS AND DELIBERATE THE PROVISION OF NEP – 2020, WITH SPECIAL REFERENCE TO MULTI ENTRY AND EXIT SYSTEM.			
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
The introduction of NEP 2020 by the government of India in July 2021, has brought hopes of new changes in the field of education system particularly in the field of higher education. The role of IQAC is very significant in implementation of NEP 2020 in HEIs in India. In the light of the above IQAC suggests that B.A.LL.B. Programme may offer exit from the programme after three years, facilitating mobility for students who wish to take up another course / employment. The UG Programme at RGNUL will therefore be bifurcated into three years B.A. in Law and B.A.LL.B. Five Year Programme.	Detailed discussion was taken on with regard to NEP exit and entry policy. Members appreciated the step to bifurcate the B.A.LL.B. (Hons.) Degree into Three Year Law and B.A.LL.B. (Hons.) Five Year Programme. They considered it good for the students and beneficial. Members also noted that many colleges duly recognized by BCI do offer BA in Law after 3 years. However, it was also discussed that even the BCI should be notified of such a change being recommended and considered at RGNUL.	The members decided that at RGNUL exit of a student from the course after three years may be considered on case to case basis, with employability (employment opportunity, regular employment) being the only criteria for consideration. Letter is to be written to BCI for clarification.	The recommendation of IQAC members to be put forth to the RGNUL Academic Council. The Registrar Office to write to BCI.
ITEM (4) IN CONSONANCE WITH THE ACTION PLAN FOR THE ACADEMIC YEAR 2024-2025 OF RGNUL IQAC: TO INITIATE ACTION ON 'CONDUCT OF ACADEMIC AUDIT'			
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
The Academic Audit includes assessment of course curriculum and content alongwith pedagogy. The audit aims to review programmes and activities. It enables the institute to improve quality of courses curriculum, pedagogy, practices. There is a need to have a committee of external experts to initiate review of the course curriculum in a phased manner.	<p>The members appreciated the initiative under the action plan. It was deliberated that next six months (Jan to June 2025) Academic Audit to be undertaken in the phased manner. The Academic Audit is part of AAA (Academic Administrative Audit). In the initial phase only Academic Audit to be undertaken. The following dimensions to be reviewed in the first phase. Academic Audit is a mechanism to examine and enhance the quality of academic aspects of institutes of Higher Education.</p> <ul style="list-style-type: none"> • Curriculum • Teaching • Student performance • Research • Student support • Co-curricular activities • Academic environment • Teaching accommodation • Physical environment • Accommodation use • Support 	<p>In the first phase: Curriculum, Research and Co-curricular Activities to be reviewed.</p> <p>The members suggested following external experts to be made part of the team. Professor (Dr.) Deepak Chauhan, Central University Bathinda Professor (Dr.) Ritu Gupta, National Law School, Delhi</p>	Dean Academic and IQAC to coordinate with external committee.

ITEM (5)	TO DISCUSS AND DELIBERATE ON DIGITAL POLICY FOR RGNUL'S DIGITAL PRESENCE.		
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
RGNUL has significant presence on Digital Platforms. Not only through its official website / Official Twitter Page / Official LinkedIn Profile / Official Instagram Page, the RGNUL's Students Committees / Research Centres under their Faculty Coordinator have distinct Social Media / Digital presence. There is a need to draft comprehensive policy with regard to content / management posted on these digital pages. RGNUL has Centre for Advanced Studies in Cyber Laws and Artificial Intelligence, which can assist to guide and draft policy and guidelines to be followed by RGNUL digital pages. (It may look at policies followed by other Universities / National Law Schools / IITs vis-à-vis digital presence).	All the members present deliberated on the importance of comprehensive policy for RGNUL Digital presence. They were of the opinion that the policy should be undertaken as soon as possible. Centre for Advanced Studies in Cyber Laws and Artificial Intelligence at RGNUL willingly accepted to draft policy and guidelines for the same.	Centre for Advanced Studies in Cyber Laws and Artificial Intelligence at RGNUL willingly accepted to draft policy and guidelines for the same. The draft policy to be submitted by January 25, 2025	The relevant para to be sent to the Coordinator of the Centre for Advanced Studies in Cyber Laws and Artificial Intelligence at RGNUL.
ITEM (6)	TO INITIATE TRAINING FOR SECURITY GUARDS.		
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
To promote Safety culture, and ensure effective performance of their duties, IQAC, RGNUL proposes one week training for the security guards of the RGNUL vis-à-vis communication skills, ethics and professionalism, emergency response procedures, security concerns.	Members underlined the importance of such training and Capacity Building Programme. 	The training of the guards to be undertaken in the form of the Capsule Course in the month of January 2025. Dr. Sidharatha Fuller, NCC Coordinator and Dr. Sidharth Dahiya, Administrative Officer to coordinate. The course should cover dimensions communication skills, ethics and professionalism, emergency response procedures, security concerns and fire drills.	The relevant paragraph to be circulated Dr. Sidharatha Fuller, NCC Coordinator and Dr. Sidharth Dahiya, Administrative Officer.

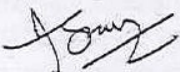
ITEM (7)	TO INITIATE THE PRACTICE OF PROVIDING PROVISIONAL DEGREES TO STUDENTS ON GOVT. SCHOLARSHIPS / PRIVATE SCHOLARSHIPS		
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
Number of RGNUL students avail Government / Private Scholarships. The amount received falls short of the entire amount required to cover the expenses. In such cases, in the final year students have dues pending. It is suggested that the final year students and PG students may be given Provisional Degrees, considering their job/ employment opportunities. On the clearance of their dues the final degree may be conferred. It must be considered that scholarships are offered to consistently meritorious students.	The detailed discussion was taken on. Members were apprised of the policies followed by RGNUL. In past Finance Committee RGNUL had made relevant regulations for the Scholarship Students.	The matter is to be deferred to explore the alternatives and to be put up again	
ITEM (8)	ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.		
AGENDA NOTE	DISCUSSION	DECISION	ACTION TAKEN
Mr. Mohit Chug, Member IQAC, father of RGNUL Student moved the idea for short course / training / sensitization programme for the faculty of RGNUL with regard to differently abled students.	The members willingly accepted the idea and suggested to ensure that such programmes are made part of every semester. Orientation programme offered to first year students to include such a course / sensitization programme	Short course / training / sensitization programme for the faculty of RGNUL with regard to differently abled students to be planned by IQAC, Enabling Unit in consultation with Dean Academics	The relevant paragraph to be circulated to IQAC, Enabling Unit in consultation with Dean Academics for action.

The meeting concluded with vote of thanks to the members of their valuable suggestions.

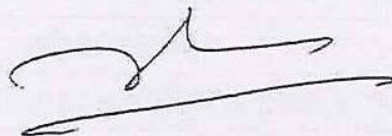


Dr. Tanya Mander
Coordinator IQAC and
Assistant Professor of English, RGNUL

To confirm the proceedings and to be put up before Academic / Executive Council for Approval and further necessary action.



Professor (Dr.) Anand Pawar
Director IQAC and
Registrar, RGNUL, Punjab



Professor (Dr.) Jai Shankar Singh
Chairman IQAC and
Vice-Chancellor RGNUL, Punjab

PROFORMA FOR FACULTY

To be submitted every year Session _____ May _____

FACULTY NAME AND DESIGNATION: _____

1. Events organized at RGNUL (Title): a) Events Date: b) Sponsored by (Name of the Agency): c) Sponsorship money: d) Collaborated with: e) Term of Collaboration: f) Outcome of the Event:	
2. Any research project being undertaken: a) Funding Agencies: b) Money:	
3. a) Seminar / Conference / Workshops / Capacity Building Program / Faculty Development Programmes (FDPs) attended / paper presented details: i) Title b) Whether University offered any monetary help to attend: i) If Yes, mention (Amount):	
4. Paper Published in the academic session: a) Title of the Paper b) Title of the Journal (Volume / Issue) c) Scopus (Mention) / Web of Science (Mention) / UGC Care / Peer Reviewed	
5. Books Published: Title and Books ISBN No. a) Title of the Books b) Book ISBN No.	

<p>6. Chapters in Books:</p> <ul style="list-style-type: none"> a) Title of the Books b) Title of the Chapters c) ISBN No. d) Conference Proceedings: 	
<p>7. e-Contents developed or contributed by the teachers: to MOOCS (Name of the Course and links):</p> <ul style="list-style-type: none"> a) For e-PG-Pathshala (Links to supporting documents) Title b) For CEC (Undergraduate) (Links to supporting documents) Title c) For SWAYAM (Links to supporting documents) Title d) For other MOOCs platforms (Links to supporting documents) Title e) Any other Government Initiatives (Links to supporting documents) Title f) For Institutional or Consortium's LMS or other hosting platforms (Links to supporting documents) Title 	
<p>8. Number of Bill, Ordinances, Rules and regulation drafted by the faculty of the University during the year</p>	
<p>9. Number of Citations in the Judgments of Supreme Court, High Courts and Courts of Foreign Jurisdiction in which the research work of Faculty of the institutions are quoted and cited during the year</p>	
<p>10. Awards / recognitions / letters of appreciations / commendation for research, legal aid and legal extension activities by the external agencies to the teachers / research scholars / students of the institution during the year (attach files (e-copies))</p>	

11. Extramural funding for Research (Grants sponsored by the non-government sources such as industry, corporate houses, international bodies for research projects) endowments, Chairs in the University during the year (INR in Lakhs) a) Title b) Grant Money	
12. If any other details (please mention)	

SIGNATURE

PROFORMA RGNUL LITERARY AND DEBATING COMMITTEE

1. Name of the Committee / Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any remuneration to any Ministry If, Yes (give details)	
13. Students participating in Debate Competitions and Literary events (attach list).	
14. If any other details (please mention)	

15	Number of awards / recognitions /letters of appreciations/commendation won by students (attach list)	
16	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
17.	Centres & Students Committee	
i.	Number of extension and outreach programs conducted by the LDC	
ii.	Total number of Collaborative activities with other institutions/ research establishment/industry	
iii	Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL MOOT COMMITTEE

1. Name of the Committee / Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any remuneration to any Ministry If, Yes (give details)	
13 Students participating in Moot Courts (attach list)	
14 Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	

15	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
16 i.	Number of extension and outreach programs conducted by the Moot Committee	
ii.	Total number of Collaborative activities with other institutions/ research establishment / industry	
iii	Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL INTERNSHIP CELL

1. Name of the Committee / Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
13 List of students interned with law firms / NGOs / Judicial Clerkships etc. (attach list)	
14. If any other details (please mention)	

15	Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	
16	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
17	i. Number of extension and outreach programs conducted by the Internship Cell	
	ii. Total number of Collaborative activities with other institutions/ research establishment / industry	
	iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL SPORTS COMMITTEE

1. Name of the Committee / Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
13 List of students participated in sports events/competitions in which students of the Institution participated during the year (Give details and attach report of the event)	

14	Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	
15	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
16	i. Number of extension and outreach programs conducted by the RGNUL Sports Committee	
	ii. Total number of Collaborative activities with other institutions / research establishment / industry	
	iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL CULTURAL COMMITTEE

1. Name of the Committee / Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
13 List of students participated in cultural events / competitions in which students of the Institution participated during the year (Give details and attach report of the event)	

14	Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	
15	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
16	i. Number of extension and outreach programs conducted by the RGNUL Cultural Committee	
	ii. Total number of Collaborative activities with other institutions / research establishment / industry	
	iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL INSTITUTE OF COMPETITIVE EXAMINATION (RICE)

1. Name of the Committee / Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
13 Number of students benefited by career counseling and guidance for competitive examinations as offered by the institution year-wise, during the year. Give details and proof attach	

14	Number of students qualifying in state / national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT/GRE/ JAM/IELTS/TOEFL/CLAT/Civil services/ Judicial Services/Public Prosecution services/ All India Bar Exams/State government examinations) during the year. Give details and attach list and proof	
15	List of students participated in cultural events / competitions in which students of the Institution participated during the year (Give details and attach report of the event)	
16	Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	
17	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
18	i. Number of extension and outreach programs conducted by the RICE	
	ii. Total number of Collaborative activities with other institutions / research establishment / industry	
	iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL PLACEMENT CELL

1. Name of the Committee:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
13. NUMBER OF STUDENTS ENROLLED WITH STATE BAR COUNCIL (ATTACH LIST): NAME OF THE STUDENT / YEAR / PROGRAMME GRADUATED FROM / DETAILS OF THE STATE BAR COUNCIL ENROLLED WITH / ENROLLMENT NUMBER	

14. Number of outgoing students progressing to higher education (Proof of progression to Higher Education)	
15. Number of sports and cultural events/competitions in which students of the Institution participated during the year (Give details and attach report of the event)	
16. Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	
17. If any other details or information (please mention)	
18. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
19 Number of students benefited by career counseling and guidance for competitive examinations as offered by the institution year-wise, during the year. Give details and proof attach	
20 Number of students qualifying in state / national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT/GRE/ JAM/IELTS/TOEFL/CLAT/Civil services/ Judicial Services/Public Prosecution services/ All India Bar Exams/State government examinations) during the year. Give details and attach list and proof	
21 Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	

22 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
23 i. Number of extension and outreach programs conducted by the Placement Cell	
ii. Total number of Collaborative activities with other institutions / research establishment / industry	
iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL RESEARCH CENTRES

1. Name of the Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
13 List of students participated in events / competitions organized by the centre in which students of the Institution participated during the year (Give details and attach report of the event)	

14	Number of awards / recognitions / letters of appreciations / commendation won by students / centre (attach list)	
15	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year	
16	i. Number of extension and outreach programs conducted by the RGNUL Research Centre	
	ii. Total number of Collaborative activities with other institutions / research establishment / industry	
	iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL LEGAL AID

1. Name of the Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
13 List of students participated in events / competitions organized by Legal Aid in which students of the Institution participated during the year (Give details and attach report of the event)	

14	Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	
15	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year and for research, legal aid and legal extension activities by the external agencies to the teachers/research scholars/students of the institution during the year give details and proof attach	
16	i. Number of extension and outreach programs conducted by the RGNUL Legal Aid	
	ii. Total number of Collaborative activities with other institutions / research establishment / industry	
	iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR

PROFORMA RGNUL NCC CHAPTER

1. Name of the Centre:	
2. Session / Year:	
3. Name of the Faculty Coordinator:	
4. Name of the Student Convenor and Co-Convenor:	
5. Students Events organised:	
6. Resource Person invited:	
7. Outcome:	
8. Sponsored by:	
9. Sponsorship Amount:	
10. Collaborated by:	
11 Who Participated:	
12. Whether Committee has sent any recommendation to any Ministry If, Yes (give details)	
13 List of students participated in events / competitions organized by NCC in which students of the Institution participated during the year (Give details and attach report of the event)	

14	Number of awards / recognitions / letters of appreciations / commendation won by students (attach list)	
15	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year and for research, legal aid and legal extension activities by the external agencies to the teachers/research scholars/students of the institution during the year give details and proof attach	
16	i. Number of extension and outreach programs conducted by the RGNUL NCC	
	ii. Total number of Collaborative activities with other institutions / research establishment / industry	
	iii Programme undertaken for Sensitization of students of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (Details of activities that inculcate values necessary to nurture students to become responsible citizens)	

SIGNATURE OF CONVENOR AND CO-CONVENOR

SIGNATURE OF FACULTY COORDINATOR



RAJIV GANDHI NATIONAL UNIVERSITY OF LAW, PUNJAB

(Established under Punjab Act No. 12 of 2006)

(Accredited with 'A' Grade by NAAC)

Sidhuwal, Bhadson Road, Patiala - 147 006 (Punjab), INDIA.

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e-mail: info@rgnul.ac.in; iqac@rgnul.ac.in website: www.rgnul.ac.in

POLICY

PURPOSE AND SCOPE

- i. The main objective of an academic audit is to ascertain the presence and adequacy of quality assurance procedures, their applicability and effectiveness in guaranteeing quality of inputs, processes and outputs. Specific objectives are:
 - a. To define the main areas of focus, central to quality assurance and enhancement in teaching and learning.
 - b. To identify the processes and procedures used by academic Departments / Schools for quality assurance and enhancement in each of the focus areas.
 - c. To appraise the adequacy and effectiveness of the quality assurance processes and procedures.
 - d. To make appropriate recommendations for continuous improvement of the processes and procedures used for quality assurance and enhancement.
 - e. To suggest the methods for continuous improvement of quality, keeping in mind criteria of NAAC in particular and requirements of other regulatory bodies.

1.0 ACADEMIC AUDIT (AA) PROCESS

The University will conduct two types of AA:

a. Internal Academic Audit (IAA):

- i. Internal Academic Audit will be conducted by the IQAC of the University along with the team constituted by the Dean – Academics of the University.
- ii. There will be at least two internal audits per academic year. However, additional audits shall be conducted based on the need as decided by the IQAC and duly approved by the Vice Chancellor.
- iii. The internal audit will primarily focus on the parameters as defined by the seven criteria prescribed by NAAC. The University has adopted the NAAC Criteria as a basis for evaluating the academic processes and quality. The University may also include other parameters for audit as decided by the IQAC and Dean-Academics.
- iv. The internal audit report shall necessarily make recommendations for improvement in parameters as relevant. The report shall be submitted to the Vice Chancellor. The Vice Chancellor shall place the Audit Report along with the Action Taken Report (ATR) before the Academic Council for its perusal and recommendations.

b. External Academic Audit (EAA)

- i. External Academic Audit will be conducted by a team of Eminent Academicians from other institutions of repute or experts who have experience and/or training on academic quality systems, processes and strategies and audit tactics and methodologies.
- ii. There will be at least one external audit every two academic years.
- iii. The external audit may focus on parameters for audit as recommended by the Vice Chancellor. The auditors will have the liberty to include additional parameters independently, with a focus to enhance the quality of the ongoing academic processes of the University.
- iv. The external audit report shall be submitted to the Vice Chancellor. The Vice Chancellor shall place the External Audit Report along with the Action Taken Report (ATR) before the Academic Council for its perusal and recommendations.

2.0 METHOD / PROCEDURE

i. Internal Academic Audit

- a. The Dean-Academics in consultation with the Vice Chancellor and IQAC shall fix the schedules for the academic audit of the departments and schools of the University. This schedule will be circulated to all Deans / Heads of the Departments.
- b. Typically, the academic audit process must be conducted once every semester and must be completed within a week. However, additional audits shall be conducted based on the need as decided by the IQAC and duly approved by the Vice Chancellor.
- c. The specified pro-forma for the academic audit (Annexures to this policy) shall be developed by IQAC and approved by Vice-chancellor. The same shall be communicated to all Deans and Heads of the Departments at least a month before the commencement of the internal audit.
- d. The seven criteria recommended by NAAC as the Quality Indicator Framework (QIF) shall be the main focus areas of the internal audit. Annexures I –VII provide the pro forma to be used for the internal academic audit. Additionally, the IQAC in consultation with the Dean-Academics may provide other parameters and relevant pro forma for the internal audit.
- e. The internal audit team shall prepare a detailed Internal Audit Report and submit the same to the Vice Chancellor within two weeks of completion of the internal audit of the concerned department/school.

ii. External Academic Audit

- a. The Dean-Academics in consultation with the Vice Chancellor and IQAC shall recommend suitable eminent academician for the conduct of the external academic audit. The Vice chancellor shall make the final decisions on the choice of the Peer Team to conduct the academic audit.
- b. The external academic audit must be conducted at least once in two academic years.
- c. The Peer Team in consultation with the IQAC and Dean (Academics) prepare the scope of work for the academic audit. The details of the external academic audit and the corresponding schedules shall be finalized with the Vice Chancellor. The same shall be communicated to all Deans and Heads of the Departments at least two weeks before the commencement of the External Audit.

- d. The Peer Team shall prepare a detailed audit report and submit the same to the Vice-Chancellor within two weeks of completion of the external audit.
- e. The Peer Team should also conduct the academic & administrative audit on following parameters:

1. Curriculum

- Evaluate curriculum design and review mechanisms
- Standards of curriculum
- Conformity to National and global standards
- Synchronization with OBE and CBCS philosophies

2. Teaching

- Pedagogy of teaching – methodology
- Instructional design – methodologies
- Instruments and tools of learning
- ICT or audio-visual aids
- Usage of kits, labs, models
- Compliance to Class Schedules
- Quality of Guidance/Counseling/Supervision/Mentoring

3. Learning

- Methods for learning
- Learning resources-books, notes, kits, SLMs
- Policies & Programs for Slow, Average and Advanced Learners
- Group dynamics and Projects
- Experiential learning/field visits
- Testing for the Learning Outcomes

4. Evaluation

- Good system of evaluation
- Transparency / confidentiality
- Question banks
- Surprise tests
- Evaluation of Non-Teaching Credit Courses (NTCC)
- Rubrics of Evaluation
- Automation of Examination process
- Innovative practices / reforms
- Detection and handling of malpractices
- UG/PG admission statistics
- UG/PG examination statistics

5. Research

- Provision, promotion for faculty to undertake research
- Facilities, motivation, resources
- Incentives / expenditure / encouragement
- Output quantity / quality
- Applied or Developmental Research
- Students' participation in research

6. Consultancy

- Provision, promotion for faculty to undertake Consultancy
- Facilities, motivation, resources and Coaching for Consultancy
- Incentives / expenditure / Consultancy Policy
- Output quantity / quality of Consulting Projects
- Involvement and usage of University Resources
- Brand name development of the University

7. Extension Services

- Collective activity with teachers & students
- Useful to community, industry and disadvantaged section of the society
- Awards and recognitions
- Impact on community
- Partnership with local units/industries
- Partnership with other Universities
- Joint ventures – NGOs / Govt. Bodies

8. Infrastructure

- Adequacy of classrooms, furniture, space
- Faculty seating
- Office space – structure – plan
- Director/Dean - Offices
- Office equipment, consumables
- Labs, equipment, models, kits

9. Library

- Number of books as per Regulatory norms / e-resources
- Services, awareness, tests, visibility
- Special collections, need-based collections
- Book selection process
- Library usage: Faculty and Students

10. Students' Progression

- Results and marks
- Ranks
- Dropout rates
- Progression to Higher Education/Employment
- Progression to Civil Services/Armed Forces
- Alumni Statistics

11. Governance and Leadership

- Management
- Decentralization of power
- Quality of leadership team
- Board Governance
- Grievance redressal mechanism
- Court cases (if any)

12. Administrative Processes

- Upkeep and Maintenance of Campus
- Delegation of Authority Matrix
- Financial Processes
- Human Resource Processes
- IT Processes

The AAA report of external agency shall be both diagnostic as well as prescriptive in nature.

3.0 OUTCOME

The outcome of both the internal and external audit reports and, the Action Taken Reports shall be placed before the Academic Council and the Board of Management. The recommendations of the Academic Council and Board of Management shall be implemented and reported in the subsequent meetings of these statutory bodies.

4.0 REVIEW OF GUIDELINES

These Guidelines will be reviewed periodically to rectify anomalies, (if any), and to incorporate feedback received from the stakeholders, through impact analysis and deliberations of the committee, constituted by the Vice Chancellor.

Annexure - I
Proforma
Criterion – I : Curricular Aspects

Name of the CoE.:

Audit No.:

Name of the IQAC Coordinator :

Audit Date:

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Curricular Aspects (Curriculum Design and Development)					
1.1.1	Curricula developed are relevant to the Local / National / Regional / Global Developmental needs.		i. Curricular Design Guidelines		
	Curricula developed have the following: 1. Learning Objectives / Program Educational Objectives. 2. Programme Outcomes 3. Program Specific Outcomes 4. Course Outcomes.		i. PEO for all the programs ii. PO for all the Programs iii. PSOs for all the Programs iv. CO for all the Courses		
1.1.2	Revision of the Curriculum: i. How often is it revised? Is revision based on some feedback? Is the revision Minor or Major?		i. BOS Proceedings ii. Academic Council Approval iii. Reason for revision		
1.1.3	Does Faculty have the list of Courses offered in a programme with Focus on the following? i. Employability. ii. Entrepreneurship iii. Skill Development		i. Classification of the courses.		
	Do the Faculty / faculty members have an activity list to develop the above in their respective course?				
1.2.1	Do the New Courses being introduced from time to time?		i. List of New Courses. ii. Justification of Introduction		
1.2.2	Is Choice Based Credit System being followed in all the programmes?		i. Copy of the Regulations.		
	What is the percentage of Choice provided in a Programme, in selection		i. Scheme of the Programme. ii. Sample Time tables of		

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
	of the Course?		Odd and Even Semesters. iii. Students' Choice List		
Curricular Aspects (Curriculum Enrichment)					
1.3.1	Does the programme offered by the Faculty have the scope for integrating the following? i. Environment ii. Sustainability. iii. Human Values iv. Professional Ethics		i. List of Courses in each of the Programmes and the detailed contents		
1.3.2	Does the programme have the scope to offer some value added courses for importing transferable skills.		i. List of the Value-added courses ii. Proof of offering the course at regular intervals.		
1.3.3	Average Percentage of students enrolled in the courses under 1.3.2 above		iii. Number of students enrolled iv. Number of students who have completed the course.		
1.3.4	Is there a provision for the students to carry out project / internship with the industry during the programme period?		v. List of students who have carried out industry projects. vi. Relevant Letters from the industry. vii. Sample project Reports viii. List of students who have undergone the internship ix. Certificate x. Industry letter		
Curricular Aspects (Feedback Mechanism)					
1.4.1	Feedback on curriculum from the following? I Students II Faculty Members III Employers IV Alumni V Parents		Sample copies of all the feedback forms (filled)		
	A mechanism to analyse the feedback reports?		Sample copies of the analysis Report		
	Any action on the analysed feedback?		Action Taken Report copies		
	Does the Faculty monitor the Improvement after implementing the action?		Sample monitoring Reports		

Auditor Signature

Date of Audit

Annexure - II
Proforma
Criterion – II : Teaching – Learning and Evaluation

Name of the Dept.:

Audit No.:

Name of the HoD:
(with CoE)

Audit Date:

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Curricular Aspects (Curriculum Design and Development)					
2.1.1	What is the Year-wise sanctioned number of seats and filled		i. Govt. Approval ii. BCI Approval iii. Academic Council Approval		
2.1.2	What is the percentage of seats filled against reserved categories (SC, ST, OBC, etc) as per applicable reservation policy for the first-year admission What is the total number of seats earmarked for reserved category as per State Government rule				
Teaching – Learning and Evaluation (Student Diversity)					
2.2.1	a) How does the institute assess the learning levels of the students? b) Does the institution organize special programs to cater to different learning needs of the students?				
Teaching – Learning and Evaluation (Teaching-Learning Process)					
2.3.1	a) For enhancing the learning experience of the students, does the institution adopt experiential learning, participative learning and problem solving methodologies? b) Do the teachers use ICT enabled tools including online resources for effective teaching learning process?				

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
2.3.2	Does the institution have effective Mentor-Mentee scheme to address the academic and student psychological issues of students?		i. Policy/Guidelines on Mentoring ii. Proof of Documentation including feedback		
Teaching – Learning and Evaluation (Teacher Profile and Quality)					
2.4.1	What is the average percentage of fulltime Teachers appointed against the number of sanctioned posts for latest completed academic year		i. BOM approval on Faculty Requirement Sanction (Academic year-wise) ii. List of teachers appointed (Academic Year-wise)		
2.4.2	How many teachers are holding Ph.D. / LL.D.		i. Establishment to collate this information and readily make available for audit team verification		
2.4.3	Teaching Experience in years (of fulltime teachers)				
Teaching -Learning and Evaluation (Evaluation Process and Reforms)					
2.5.1	What is the average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years		i. List of complaints received (Examination wise).		
2.5.2	What is the average percentage of applications for revaluation leading to change in marks?		i. List of students whose marks are changed after re-evaluation.		
2.5.3	Does the Examination section initiate any reforms in examination and evaluation process?		i. List of such initiatives. ii. Impact of such initiatives.		
2.5.4	Status of automation of Examination division along with approved Examination Manual		Copy of the manual for the process of examination and evaluation		

Auditor Name

Auditor Signature

Date of Audit

Annexure - III
Proforma
Criterion – III : Research, Innovations and Extension

Name of the CoE..:

Audit No.:

Name of the IQAC Coordinator:
(with Dean – Research/Academic)

Audit Date:

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Research, Innovations and Extension (Promotion of Research and Facilities)					
3.1.1	Does the University have a well-defined policy for promotion of research? Is the same uploaded on the institutional website?		Research Promotion Policy Document		
3.1.2	Does the University provide seed money to its teachers for research (average per year)?		Seed money allocation letters		
3.1.3	How many teachers were awarded international fellowship for advanced studies/ research during the year?		List of faculty Members. Letters of award.		
3.1.4	a) How many JRFs, SRFs, Post-Doctoral Fellows, Research Associates and other research fellows in the university enrolled during the year b) How Many departments are awarded with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other similar recognitions by government agency?		List of Such Fellows. Fellowship letters. List of Departments. Letter of Recognition.		
Research, Innovations and Extension (Resource Mobilization for Research)					
3.2.1	How many research projects sponsored by the Government and non-government sources such as industry, corporate houses, international bodies, endowments, Research Chairs in the institution during the year (Amount in Rupees)?		List of such projects. Letter of allotment of funds. Progress of the research.		
3.2.2	How many research projects per teacher funded by government, non-government, industry, corporate houses, international bodies during the year?		List of such projects. Letter of allotment of funds. Progress of the research		
Research, Innovations and Extension (Innovation Ecosystem)					
3.3.1	Has the University created an eco-system, Indian Knowledge System including awareness about IPR, establishment of IPR Cell, Incubation Centre and		List of facilities and initiatives. List of activities Report on activities.		

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
	other initiatives for creation and transfer of knowledge and outcome of the same?		List of start up Details of startup companies.		
3.3.2	How many awards for innovation have been won by institution/ teachers/research scholars/ students during the last five years?		List of Awardees Letter of award.		
Research, Innovations and Extension (Research Publications and Awards)					
3.4.1	Does the University have stated Code of Ethics to check malpractices and plagiarism in Research		Copy of the Code of Ethics		
3.4.2	How many Patents have been published/awarded during the last five years.		List of patents Published/Awarded. Letter of award.		
3.4.3	How many Ph.Ds were awarded per teacher during the last five years?		Number/Teacher List of the awardees.		
3.4.4	How many research papers published per teacher in the Journals notified on UGC CARE list during the last five years?		Number of Publications. List of Publications.		
3.4.5	Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years?		List of Books/Chapters. Proof of providing the incentives.		
3.4.6	E-Content developed by Teachers for i. e-PG Pathshala ii. CEC (Undergraduate) iii. SWAYAM iv. MOOC Platform v. Any other Govt. Initiatives vi. For Institutional LMS				
3.4.7	Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science		Number of citations (faculty Members-wise/Publication wise).		
3.4.8	Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science – h-index of the university.				
Research, Innovations and Extension (Consultancy)					
3.5.1	Revenue generated from consultancy and Corporate Training during the last five years.		Consultancy Policy Document List of consultancies offered, and the amount generated.		

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
			List of trainings conducted, and the revenue generated.		
Research, Innovations and Extension (Extension Activities)					
3.6.1	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues & holistic development & awards from Government / recognized bodies received, if any, during the last five years.		List of such activities. List of Awards.		
3.6.2	Number of extension and outreach programs conducted in collaboration with industry, community and Non – Government Organizations through NSS/NCC/Red cross/YRC etc., during the last five years.		List of such activities. Number of students who have participated for each of the activity.		
Research, Innovations and Extension (Collaboration)					
3.7.1	Number of functional MoUs with institutions/ Industries in national, international for internship, on-th-job training, project work, student/faculty exchange and collaborative research during the last five years (only functional MoUs with ongoing activities to be considered)		List of MOUs. List of activities organized based on MOU. List of industries. Copies of the internship letters. List of such collaborative work.		

Auditor Name

Auditor Signature

Date of Audit

Annexure - IV
Proforma
Criterion – IV : Infrastructure and Learning Resources

Name of the CoE..:

Audit No.:

Name of the IQAC Coordinator:
(along with Dean Academics)

Audit Date:

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Infrastructure and Learning Resources (Physical Facilities)					
4.1.1	Institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, ICT enabled facilities such as smart classes, LMS, facilities for cultural and sports activities, yoga centre, games (Indoor and Outdoor) gymnasium, auditorium, etc	Faculty Director's Report Sports Directors Report	List of classrooms. List of laboratories List of Digital Classrooms List of Indoor Sports facilities. List of Outdoor Facilities. List of Coaches. ICT facilities. Status of LMS Implementation.		
4.1.2	Average percentage of budget allocation, excluding salary for infrastructure development & augmentation during the last five years	Finance Officer's Report	Budget Estimates. Audited Utilization Statement.		
Infrastructure and Learning Resources (Library as a Learning Resource)					
4.2.1	Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscription to e-resources and journals are made	Librarian's Report	Details of ILMS software. Proof of Automation of Library. Subscription list for e-resources and Journals		
4.2.2	Annual Expenditure for Purchase of Books/e-books and subscription to journals/ e-journals year-wise during last five years		Library Budget		
Infrastructure and Learning Resources (IT Infrastructure)					
4.3.1	Describe IT facilities including Wi-Fi with date and nature of updation, available internet band width				
4.3.2	What is the student to Computer ratio (previous Academic Year data to be provided)				
4.3.3	Institution has the following facilities for e-content development and other resource				

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
	development i. Audio-visual centre, mixing equipment, editing facilities and media studio ii. Lecture capturing system (LCS) iii. Central Instrumentation Centre iv. Animal House v. Museum vi. Business Lab vii. Research / Statistical database viii. Moot Court ix. Theatre x. Art Gallery xi. Any other facility to support Research				
Infrastructure and Learning Resources (Maintenance of Campus Infrastructure)					
4.4.1	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years		Budget Allocation		
4.4.2	Are there established systems and processes available for a) Maintaining & Utilizing Physical, Academic and Support Facilities, b) Laboratory, c) Library, d) Sports Complex, e) Computers, f) Classrooms, etc.		Standard Operating Procedures		

Auditor Name

Auditor Signature

Date of Audit

Annexure - V
Proforma
Criterion – V : Student Support and Progression

Name of the CoE..:

Audit No.:

Name of the IQAC Coordinator:

Audit Date:

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Student Support and Progression (Student Support)					
5.1.1	Average percentage of students benefited by scholarships and free ships provided by the Institution, Government, NGO, Industries, Philanthropists during the last five years		Percentage of students List of such students.		
5.1.2	Efforts taken by the Institution to provide Career Counseling including e-counseling and guidance for competitive examinations during the last five years		Number of students benefited. List of activities conducted.		
5.1.3	Number of capacity development and skill enhancement initiatives undertaken by the Institute for Soft Skills, Language and Communication Skills, Life Skills (Yoga, Physical Fitness, Health & Hygiene, Self-Employment & Entrepreneur skills, Awareness of trends in technology		List of such initiatives.		
5.1.4	The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging case (if any).		Report of the Students' redressal cell.		
Student Support and Progression (Student Progression)					
5.2.1	Average percentage of placement of outgoing students during the last five years.		Placement details.		
5.2.2	Percentage of graduated students to higher education (year-wise during last 5 years)		List of Students selected for higher studies.		
5.2.3	Average percentage of students qualifying in state/ national/ international level examinations during the last five years (eg: NET / SLET/ GATE/ GMAT/ CAT/ GRE / TOEFL / Civil Services/State government		List of qualified students in each of the competitive examinations.		

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
	examinations)				
Student Support and Progression (Student Participation and Activities)					
5.3.1	Number of awards/medals won by students for outstanding performance in sports/cultural activities at interuniversity/ national/ international events (award for a team event should be counted as one) during the last five years		List of students winning Medals / awards.		
5.3.2	Presence of an active Student Council & representation of students on academic & administrative bodies / committees of the institution.		Details of the students' Council activities.		
5.3.3	Average number of sports and cultural activities / competitions, tech fest/academic fest, any other events through active clubs and forums organized at the institution level per year.		List of activities.		
Student Support and Progression (Alumni Engagement)					
5.4.1	Alumni contribution during the last five years through registered Alumni Association.		Alumni Cell Details		
5.4.2	The Alumni has contributed significantly to the development of the institution through academic and other support system (financial and non-financial means during the last five years)		Alumni Cell Details.		

Auditor Name

Auditor Signature

Date of Audit

Annexure - VI
Proforma
Criterion – VI : Governance, Leadership and Management

Name of the CoE..:

Audit No.:

Name of the IQAC Coordinator:

Audit Date:

Along with the Vice-Chancellor

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Governance, Leadership and Management (Institutional Vision and Leadership)					
6.1.1	The institution has clearly stated vision and mission which is visible in various institutional practices such as NEP Implementation, sustained institutional growth, decentralization, participatory institutional governance and in their Institutional Perspective Strategic Plan (IPSP)				
Governance, Leadership and Management (Strategy Development and Deployment)					
6.2.1	The Institutional Perspective Plan is effectively deployed and functioning of the institutional bodies is effective & efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.				
Governance, Leadership and Management (Faculty Empowerment Strategies)					
6.3.1	The institution has a performance appraisal system, effective welfare measures for teaching and nonteaching staff and avenues for career development/progression				
6.3.2	Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee for professional bodies during the last five years		List of students availing Financial Support		
6.3.3	Teachers who have undergone online/face to face FDP / MDP during last five years		List of such MDP and FDP with details		
Governance, Leadership and Management (Financial Management and Resource Mobilization)					
6.4.1	Institutional strategies for mobilization of funds other than salary and fees and the optimal utilization of resources				

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
6.4.2	Funds/Grants received from Government Bodies/NGO during last five years for development & maintenance of infrastructure				
6.4.3	Institution conducts internal and external financial audits regularly				
Governance, Leadership and Management (Internal Quality Assurance System)					
6.5.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals in terms of A) Incremental improvement made during the preceding five years with regard to quality B) Incremental improvement made for the preceding five years with regard to quality and post accreditation quality initiatives				
6.5.2	Institution has adopted the following for Quality Assurance: 1. AAA and Follow up action taken 2. Conferences, Seminars, Workshops on quality conducted 3. Collaborative quality initiatives with other institution(s) 4. Orientation program on quality issues for teachers and students 5. Participation in NIRF and other recognized rankings like Shanghai Ranking, QS Ranking, Times Ranking, etc 6. Participation in any other quality audit as recognized by State, National or International Agencies				
6.5.3	Incremental improvements made for the preceding five years with regard to quality				

Auditor Name

Auditor Signature

Date of Audit

Annexure - VII

Proforma Criterion – VII : Governance, Leadership and Management

Name of the CoE..:

Audit No.:

Name of the IQAC Coordinator:

Audit Date:

Along with the Vice-Chancellor

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Institutional Values and Best Practices (Institutional Values and Social Responsibilities)					
7.1.1	Gender Equity: Institution has initiated Gender Audit and measure for promotion of gender equity				
7.1.2	Environmental Consciousness & Sustainability Institution has facilities for alternate sources of energy and energy conservation measures a) Solar Energy, b) Biogas Plant, c) Wheeling to the Grid, d) Sensor based Energy Conservation, e) Use of LED Bulbs/power efficient equipment, f) Wind Mill or any other clean green energy		List of documents for Effective implementation.		
7.1.3	Describe the facilities in the Institution for the management of the following types of degradable and nondegradable waste a) Solid Waste Management, b) Liquid Waste Management, c) Biomedical Waste Management, d) E-Waste Management, e) Water recycling system, f) Hazardous chemicals and radioactive waste management				
7.1.4	Water conservation facilities available in the institution a) Rainwater Harvesting b) Borewell / Open well recharge c) Construction of tanks & bunds d) Wastewater recycling e) Maintenance of water bodies and distribution system in the campus				

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
7.1.5	Green Campus Initiatives of the Institution including restricted entry of automobiles, use of bicycles/ battery powered vehicles, pedestrian friendly pathways, ban on use of plastic, landscaping with trees and plants				
7.1.6	Quality Audits on Environment and Energy are regularly undertaking by the Institution for a) Green Audit / Environment Audit, b) Energy Audit, c) Clean and Green Campus initiatives, d) Beyond the campus environmental promotion and sustainability activities				
7.1.7	Differently-abled (<i>Divyangjan</i>) Friendly, Barrier Free environment		List of measures taken for assisting the Differently-abled student.		
7.1.8	Institutional efforts in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and such other diversities				
7.1.9	Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens/Electoral norms				
7.1.10	The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programs in this regard A) The Institution Code of Conduct principle are displayed on the website B) There is a committee to monitor adherence to the institutional code of conduct principles C) Institution organizes professional ethics programs for students, teachers, administrations and other Staff D) Annual awareness programs on Code of Conduct are organized		Code of Conduct Policy		

Metric No.	Description	Status of Implementation	Relevant Documents	Remarks	
				Yes	No
Institutional Values and Best Practices (Best Practices)					
7.2.1	State at least two institutional best practices successfully implemented by the Institution		Best practice document as per NAAC Manual		
Institutional Values and Best Practices (Institutional Distinctiveness)					
7.3.1	Describe / Explain the performance of the institution in one area distinctive to its priority and thrust.				

Auditor Name

Auditor Signature

Date of Audit



RAJIV GANDHI NATIONAL UNIVERSITY OF LAW, PUNJAB

(Established under Punjab Act No. 12 of 2006)

(Accredited with 'A' Grade by NAAC)

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Mentor- Mentee Scheme

The job of the 'Mentor' is to aid and support the personal and professional growth of their 'Mentee' outside of the reporting relationship and 'mentoring' has long been utilised as a successful form of learning and development within the workplace. The goal is to provide constructive assistance

Mentoring for students:

Each faculty member should not have more than 20 students with them. The mentors will counsel students on academic and non-academic issue as required in order to take care of the overall growth and development of students.

Objectives of the student mentoring program:

- Providing assistance in academic and non-academic matters.
- Motivate and help students focus to achieve their learning objectives that increases their academic performance.
- Provide students with guidance, encouragement, and counsel
- To listen to the concerns of students with patience and supporting them to resolve their issues, if need be getting in both with concerned dean or department for redressal and guidance.
- Encouraging students' interest and enthusiasm in academics, co-curricular and extracurricular activities.

Mentors' responsibilities:

- To give them guidance and career counselling.
- To give them individual direction and personal counselling.
- To help them for any sort of trouble in their educational plan and curriculum.
- To make arrangement of therapeutic training and remedial coaching for them.
- To consistently help them as and when required.

Mentees' responsibilities:

- To initiate contacting with the mentor and should arrive for mentoring sessions prepared and on time.
- To set the conversation's agenda with the mentor and provide a quick update on progress on the last discussion at the start of each session.
- To communicate his or her opinions, worries and professional ambitions with the mentor to make mentor familiar with the context.
- To ensure punctuality and demonstrate respect and responsibility.
- To make sure meetings happen and issues are discussed without any hesitation.

Note: The mentor faculty member is to ensure that the meeting hours are clearly conveyed to the mentees, and also means through which the mentee can contact the mentor.

[illegible]

Attendance sheet for Mentor-Mentee sessions

[illegible]

Submitted on:

Signature of Mentor

To be submitted to IQAC



RAJIV GANDHI NATIONAL UNIVERSITY OF LAW, PUNJAB

(Established Under the Punjab Act No. 12 of 2006)

(Accredited with 'A' Grade by NAAC)

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Mentor Mentee Scheme

Feb. to May 2025

Sr. No.	Mentor	Designation	Mentee
1.	Prof. (Dr.) Naresh Kumar Vats	Professor of Law	19195 to 20032
2.	Prof. (Dr.) Sharanjit	Prof. of Law	20034 to 20071
3.	Prof.(Dr.) Kamaljit Kaur	Prof. of Law	20077 to 20113
4.	Dr. Geetika Walia	Associate Prof. of Law	20114 to 20161
5.	Dr. Ivneet Kaur Walia	Associate Prof. of Law	20162 to 20193
6.	Dr. Manoj Kumar Sharma	Associate Prof. of Law	20194 to 20226
7.	Dr. Gurmanpreet Kaur	Associate Prof. of Law	20228 to 21001
8.	Dr. Shruti Goyal	Associate Prof. of Law	21002 to 21033
9.	Dr. Tanya Mander	Asstt. Prof. of English	23099 to 23145
10.	Dr. Brindpreet Kaur	Asstt. Prof. of Economics	23146 to 23183 and 24169 to 24173
11.	Dr. Rachna Sharma	Asstt. Prof. of History	23185 to 23215 and 24174 to 24718
12.	Dr. Shveta Dhaliwal	Asstt. Prof. of Political Science	23216 to 23246 and 24179 to 24183
13.	Dr. Gagan Preet	Asstt. Prof. of Law	20357 to 23096
14.	Dr. Jasleen Kewlani	Asstt. Prof. of Sociology	23247 to 23272 and 24184 to 24188
15.	Dr. Renuka Soni	Asstt. Prof. of Law	21034 to 21080
16.	Dr. Abhinandan Bassi	Asstt. Prof. of Law	21081 to 21123
17.	Dr. Shiva Satish Sharda	Asstt. Prof. of Law	21126 to 21164
18.	Dr. Manpreet Kaur	Asstt. Prof. of Law	21165 to 21203
19.	Dr. Sangeeta Taak	Asstt. Prof. of Law	21204 to 21236
20.	Dr. Gurneet Singh	Asstt. Prof. of Law	21237 to 21260 and 24189 to 24193
21.	Mr. Siddhartha Fuller	Asstt. Prof. of Law	21142 to 22036
22.	Dr. Lakhwinder Singh	Asstt. Prof. of Law	22037 to 22069 and 24194 to 24198
23.	Dr. Jaswinder Kaur	Asstt. Prof. of Law	22073 to 22110
24.	Mr. Saurabh Sharma	Asstt. Prof. in Legal Research	22111 to 22159
25.	Mr. Anubhav Kumar	Asstt. Prof. of Law	22160 to 22189
26.	Dr. Basant Singh	Asstt. Prof. of Law	22191 to 22222
27.	Dr. Ankit Srivastava	Asstt. Prof. of Law	22224 to 22250
28.	Dr. Ishita Sharma	Asstt. Prof. of Law	22251 to 22276
29.	Dr. Sukhwinder Kaur Virk	Asstt. Prof. of Law	22185 to 23024
30.	Dr. Wazida Rahman	Asstt. Prof. of Law	23026 to 23056
31.	Ms. Jasmine Kaur	Asstt. Prof. of Economics	23002 to 24029 and 24199 to 24204
32.	Mr. Ashish Gaur	Asstt. Prof. of Sociology	24032 to 24057 and 24205 to 24210
33.	Dr. Sourav Kumar	Asstt. Prof. of Pol.Sci.	24058 to 24085
34.	Ms. Nivedha S.	Asstt. Prof. of Law	24086 to 24115 and 24211 to 24215
35.	New Teacher		24116 to 24141
36.	New Teacher		24142 to 24167