

# **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)**

**held on**

**24<sup>TH</sup> DECEMBER 2015**

**CONFERENCE HALL, ADMINISTRATIVE BLOCK, RGNUL, SIDHUWAL**

## LIST OF IQAC MEMBERS

1.	<b>Professor (Dr.) Paramjit S. Jaswal</b> Vice-Chancellor, RGNUL	Chairman	11.	<b>Dr. Anand Pawar</b> Associate Professor of Law, RGNUL 9781029799	Member
2.	<b>Professor (Dr.) G.I.S. Sandhu</b> Director (Registrar, RGNUL)	Director	12.	<b>Dr. Manoj Kumar</b> Assistant Professor of Law, RGNUL	Member
3.	<b>Professor (Dr.) L.S. Sidhu</b> Former Head & Dean Academic Affairs Punjabi University, Patiala # 4287, Urban Estate, Phase-II, Patiala	Member	13.	<b>Dr. Jasleen Kewlani</b> Assistant Professor of Sociology, RGNUL	Member
4.	<b>Professor S.P. Tewari,</b> Professor (Retd.), Panjab University, Chandigarh #1601/44-B, Chandigarh	Member	14.	<b>Ms. Renuka Salathia</b> Assistant Professor of Law, RGNUL	Member
5.	<b>Professor (Dr.) R.K. Singh</b> Former Head and Professor of Law Punjabi University, Patiala #120, Urban Estate, Phase III	Member	15.	<b>Dr. Shilpa Jain</b> Assistant Professor of Law, RGNUL	Member
6.	<b>Mr. Rajinder Aggarwal</b> ADJ, Patiala	Member	16.	<b>Ms. Shruti Goyal</b> Assistant Professor of Law, RGNUL	Member
7.	<b>Professor B.S. Malhi</b> Controller of Examination (Sr. Administrative Officer) Ph. 0175-2286379; Mobile: 9814706999	Member	17.	<b>Ms. Ivneet Walia</b> Assistant Professor of Law, RGNUL	Member
8.	<b>Professor (Dr.) Anirudh Parsad</b> Professor of Law, RGNUL	Member	18.	<b>Ms. Tribeni</b> LL.M. Student , RGNUL	Member
9.	<b>Dr. Niraj Pasricha</b> Finance Officer, RGNUL	Member	19.	<b>Ms. Sakshi Agarwal</b> Fifth Year Student , RGNUL	Member
10.	<b>Dr. V.K. Anand</b> Librarian, RGNUL		20.	<b>Dr. Tanya Mander</b> Assistant Professor of English Coordinator IQAC, RGNUL Mobile: 9855073266	Coordinator

# RGNUL IQAC MEETING

## 24<sup>TH</sup> DECEMBER 2015

The Third Annual Meeting of the Internal Quality Assurance Cell (IQAC) was held on 24<sup>th</sup> December 2015 at 11:30 a.m. at the Conference Hall, Administrative Block, Sidhuwal Campus, Patiala, under the Chairmanship of Professor (Dr.) Paramjit S. Jaswal, Vice-Chancellor, RGNUL. The following members were present:

1.	<b>Professor (Dr.) Paramjit S. Jaswal</b> Vice-Chancellor, RGNUL	Chairman	8.	<b>Dr. Anand Pawar</b> Associate Professor of Law, RGNUL 9781029799	Member
2.	<b>Professor (Dr.) G.I.S. Sandhu</b> Director (Registrar, RGNUL)	Director	9.	<b>Dr. Manoj Kumar</b> Assistant Professor of Law, RGNUL	Member
3.	<b>Mr. Rajinder Aggarwal</b> ADJ, Patiala	Member	10.	<b>Ms. Renuka Salathia</b> Assistant Professor of Law, RGNUL	Member
4.	<b>Professor B.S. Malhi</b> Controller of Examination (Sr. Administrative Officer) Ph. 0175-2286379; Mobile: 9814706999	Member	11.	<b>Dr. Shilpa Jain</b> Assistant Professor of Law, RGNUL	Member
5.	<b>Professor (Dr.) Anirudh Parsad</b> Professor of Law, RGNUL	Member	12.	<b>Ms. Shruti Goyal</b> Assistant Professor of Law, RGNUL	
6.	<b>Dr. Niraj Pasricha</b> Finance Officer, RGNUL	Member	13.	<b>Ms. Ivneet Walia</b> Assistant Professor of Law, RGNUL	
7.	<b>Dr. V.K. Anand</b> Librarian, RGNUL	Member	14.	<b>Dr. Tanya Mander</b> Assistant Professor of English Coordinator IQAC, RGNUL (Mobile: 9855073266)	

**Note:** Professor (Dr.) L.S. Sidhu, Punjabi University, Patiala (Retd.), Professor (Dr.) S.P. Tiwari, Professor Panjab University Chandigarh (Retd.), Professor (Dr.) R.K. Singh, Punjabi University, Patiala (Retd.) (Outside Expert); could not attend the meeting because of their pre-occupation. Professor (Dr.) Anirudh Prasad, Professor of Law, RGNUL. (Member) was on leave. Ms. Tribeni, LL.M. Student, RGNUL (Member) and Ms. Sakshi Agarwal Fifth Year Student, RGNUL (Member) were on winter vacations.

## PROCEEDINGS OF THE MEETINGS

The meeting started with a welcome note from the Chairman. The items of the agenda were discussed and deliberated and decided as under:

ITEM (1)	<b>APPRAISAL OF THE PROCEEDINGS OF THE PREVIOUS IQAC MEETING HELD ON 25.11.2014 AS APPROVED BY THE EXECUTIVE COUNCIL (ANNEXURE-1).</b>		
AGENDA NOTE	DISCUSSION	DECISION	ACTION (S) REQUIRED
To consider the proceedings of the previous meeting of IQAC as approved by RGNUL Academic Council and RGNUL Executive Council in their respective meetings held on 30.01.2015, annexed for the perusal of the members.	Members perused the proceeding of last meeting	Action Approved	

<b>ITEM (2) TO APPRISE THE MEMBERS ABOUT THE VISIT OF NAAC PEER REVIEW TEAM TO RGNUL CAMPUS.</b>			
<b>AGENDA NOTE</b>	<b>DISCUSSION</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
<p>The RGNUL Self Study Report had been compiled and uploaded on the University Website on 12.11.2014, following which the NAAC Peer Team visited the campus in April 2015 (27 April to 29 April 2015). It is a matter of pride that RGNUL was graded 'A' by the NAAC Peer Team. RGNUL is the first National Law University to have successfully achieved this. The NAAC Report however has highlighted few areas which need more focus and attention (<u>ANNEXURE-2</u>).</p> <p>To begin with, in this meeting, the IQAC is identifying one such area for reforms, which is '<i>Research, Consultancy and Extension</i>'. There is a need to review the present status and formulate new ideas for revamping the area</p>	<p>The recommendations of the NAAC Peer Team were discussed in detail. NAAC Peer Team recommendation on launching additional integrated UG Programme was discussed and the members were of the opinion that such courses were not successful at other universities. It was also discussed that under RGNUL Ph.D. program, every research scholar is allotted a research committee of experts to promote &amp; monitor research. The Vice-Chancellor apprised the members about the appointment of Professor Krishan Mahajan as Additional Registrar, Research and Reform, Supreme Court of India and also that Dr. Jasleen Kewlani has been awarded 'Research Award' by the UGC. Reforms in the area of Research Consultancy &amp; Extension were discussed and number of ideas were put forward.</p>	<p>On various recommendations of the NAAC Peer Team. The following action were decided:</p> <ol style="list-style-type: none"> <li>1. To advertise faculty positions.</li> <li>2. As the RGNUL B.A.LL.B. Course is already a Hons. Course. Therefore, there is no need to launch any other additional integrated course.</li> <li>3. Research Centres to be shifted to the main library building.</li> <li>4. Research Centre Coordinators to be called for meeting with the VC.</li> <li>5. To strengthen Alumni Network, members of Alumni to be periodically called as guests to the various conferences seminars and also for interaction with the juniors during orientation week etc.</li> </ol>	<ol style="list-style-type: none"> <li>1. Initiate the process for advertising and dividing number of vacancies.</li> <li>2. The Library to initiate the process of setting up the research centres in the library.</li> <li>3. IQAC to coordinate the meeting of coordinators, RGNUL Research Centres with Vice-Chancellor.</li> </ol>

<b>ITEM (3) TO REVIEW THE FORMAT OF PROJECTS / MOOTS AS PART OF INTERNAL ASSESSMENT PROCESS IV AND V YEAR OF B.A.LL.B. (Hons.) COURSE</b>			
<b>AGENDA NOTE</b>	<b>DISCUSSION</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
<p>RGNUL has as part of curriculum, in IV and V Year of B.A.LL.B. two components of Internal Assessment: Projects and Moot (each of 50 Marks). At the end of the semester, each student has to make a presentation based on the project and appear for the viva of the same. Similarly, the moot paper initially was taken as 'Moot' complete with exchange of memorial and two students argued and presented the case in the front of the adjudicators. Somehow this practice has been substituted with only individual presentation of arguments in front of an evaluator. (<b>ANNEXURE-3</b>).</p> <p>There is need to review this practice and clear rules to be devised for the same.</p>	<p>Members were apprised about Internal assessment components projects and moots (each of 50 marks). A detailed discussion took place on advantages and disadvantages of conducting the moot paper in 'moot-court' format.</p>	<p>It was decided that:</p> <ul style="list-style-type: none"> <li>• Projects must be submitted before mid-term exams.</li> <li>• Moot paper to be conducted post-mid-term exams.</li> <li>• Moot-court format to be followed</li> <li>• Time-table to reflect hours for moot paper.</li> </ul>	<ul style="list-style-type: none"> <li>• Project coordinator (IV &amp; V year) to apprise the students about the changes in the format.</li> <li>• Project coordinator (IV &amp; V year) to schedule mootings during time-table hours.</li> <li>• Project coordinator to group the students accordingly.</li> <li>• Project coordinator to inform the teachers and form the benches for each group.</li> </ul>

<b>ITEM (4) TO APPRISE AND REVIEW THE REPORTS OF THE RGNUL RESEARCH CENTRESS 2016-2017.</b>			
<b>AGENDA NOTE</b>	<b>DISCUSSION</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
<p>RGNUL has established seven Research Centres headed by Deputy Coordinators.</p> <ol style="list-style-type: none"> <li>1. Dr. Anand Pawar (CCPLA)</li> <li>2. Ms. Brindpreet Kaur (SALE)</li> <li>3. Dr. Shveta Dhaliwal (SSSIS)</li> <li>4. Dr. Sangeeta Taak (CASH)</li> <li>5. Dr. Shilpa Jain (CASIHR)</li> <li>6. Ms. Ivneet Walia (CASCL)</li> <li>7. Dr. Sukhwinder Kaur Virk (CASLW)</li> <li>8. New Centre <i>Environmental Legal Studies</i> (CELS) has been approved by the EC on 17.11.2015 meeting</li> </ol> <p>As a matter of policy the Annual Reports and Plans of the Centres are submitted to IQAC. However, in the last meeting the members had expressed the desired to table these reports and plans as part of IQAC Agenda.</p> <p>Please find enclosed at <b>ANNEXURE-4</b> the plans and reports of the Centres. IQAC invites further discussions and suggestion for improvement in the area of Research.</p>	<p>A detailed discussion took place on the reports and plans tabled by various centres. The members appreciated and lauded the activities being undertaken by various coordinators of the Research Centres.</p> <p>However, the members noticed that no uniform format was followed for reports and plans.</p> <p>Furthermore, the members also suggested that research activities being undertaken under the centres may be reviewed by the Vice-Chancellor.</p>	<p>It was decided:</p> <ul style="list-style-type: none"> <li>• A uniform format of reports and plans may be developed for all the research centres.</li> <li>• To convene a meeting of the Deputy Coordinators of RGNUL Research Centres with the Vice-Chancellor.</li> </ul>	<ul style="list-style-type: none"> <li>• Dr. Anand Pawar, Associate Professor of Law to develop the format of the Annual Reports and Plans of the RGNUL Research Centres.</li> <li>• IQAC to coordinate the meeting of the Deputy Coordinators of RGNUL Research Centres with the Vice-Chancellor</li> </ul>

<b>ITEM (5)</b>	<b>NEED TO ESTABLISH RGNUL PUBLICATION BUREAU RGNUL.</b>		
<b>AGENDA NOTE</b>	<b>DISCUSSION</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
<p>In recent years it is heartening that RGNUL is publishing number of books and journals. There is a need to systemize the process of circulation and sale of publications. It is suggested that RGNUL Publication Bureau may be established in the RGNUL Library. The publication bureau can further devise detailed modalities for circulation and sale of publications.</p>	<p><b>Members were apprised about the publications of the University in recent years. It was discussed that there is a need to centralize the process and also to systemize circulation and sale of RGNUL Publications. Therefore, the need to establish centralized Publication Bureau at RGNUL.</b></p> <p><b>Dr. V.K. Anand, Librarian put forward the idea of constituting a committee to work out the modalities of the establishing RGNUL publication bureau.</b></p>	<p><b>A Centralized Bureau for Publication to be established in the RGNUL Library.</b></p> <p><b>A Committee constituted of the following faculty members:</b></p> <ol style="list-style-type: none"> <li><b>1. Dr. Anand Pawar.</b></li> <li><b>2. Ms. Ivneet Walia under the Chairmanship of Dr. V.K. Anand (Librarian)</b></li> </ol>	<p><b>Committee to work out the modalities.</b></p>

<b>ITEM (6)</b>	<b>TO REVIEW AND PLAN THE ACTIVITIES OF RGNUL ALUMNI.</b>		
<b>AGENDA NOTE</b>	<b>DISCUSSION</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
<p>RGNUK was established in 2006. Almost five batches of B.A.LL.B. Course and seven batches of LL.M. have graduated from the University. The alumni of the University has made proud progress in various fields there is a need to actively associate them with the university. There is a need to initiate a planned and structured interaction programme between the present students and the Alumni.</p> <p>Furthermore, the Feedback from the Alumni also needs to be duly collected and analysed. Steps can be planned and initiated for the same.</p>	<p><b>The members discussed the importance of strong alumni network. The University is very proud of the achievements of the alumni and wants to actively associate them with the university. Various areas and avenues for involving alumni were discussed.</b></p>	<p><b>It was decided that Alumni members must be sent special invitation for different events of the University such as Orientation Week, various cultural activities and even research activities.</b></p>	<p><b>Faculty coordinators of various events at RGNUL to be apprised about inviting Alumni members to the events. Faculty Coordinator of Alumni Association to ensure that invites are sent to the members of the alumni.</b></p>

ITEM (7)	<b>NEED TO APPOINT A COUNSELLOR / PSYCHOLOGIST FOR THE RGNUL STUDENTS.</b>		
AGENDA NOTE	DISCUSSION	DECISION	ACTION (S) REQUIRED
<p>The IQAC in its meeting dated 28 October 2013 had drawn the attention to the urgent requirement of psychologist / counselor for the University students.</p> <p style="text-align: center;"><b>It was decided “part time lectures/counseling sessions by Psychologist / counselor to be arranged on invitation” (ANNEXURE-5).</b></p> <p>The University Medical Officer was given the task of looking for suitable person for the same but so far counseling is being given by counseling is being done by the MO, of the students who visit the UHC or only lectures could be delivered by inviting expert like Dr. Vanadna Sharma, Punjabi University, Patiala , Dr. Hiteshi, Thappar University, Patiala. There is need for proper counseling sessions for all the students.</p> <p>The IQAC suggests that an advertisement may be put up for the same or the names, of reputed psychologist working in various educational institutions as Professors or Associate Professors of the city, are put forth for consideration:</p> <ol style="list-style-type: none"> <li>1. Dr. Vandna Sharma, Punjabi University, Patiala</li> <li>2. Dr. Hiteshi, Thappar University, Patiala</li> </ol>	<p><b>A detailed discussion took place on the problems being faced by the students, which range from personal issues related to studies peers etc. IQAC put forward few names of the renowned psychologists in the city, to be considered for the post of counselors for RGNUL students. The members endorsed that counselors are required for the students. During the discussion Dr. Vandana Sharma and Dr. Upneet Lallis names were suggested as both of them have vast experience of counseling.</b></p>	<p><b>It was decided that both Dr. Vandana Sharma and Dr. Upneet Lalli may be approached for the post of student’ counselors at the RGNUL.</b></p> <p>Their visits to be periodically scheduled in consonance with their schedule and academic schedule.</p> <p>Their honorarium to be decided by the University according to norms.</p>	<p><b>Due approval of the names from the EC. University to approach both the psychologists</b></p>



<b>ITEM (8)</b>	<b>TO APPRISE THE MEMBER ABOUT THE APPROVAL OF EXECUTIVE COUNCIL FOR THE ADOPTION OF ANNUAL ACADEMIC PERFORMANCE INDICATORS (API) SCORE CARD AND TO FURTHER WORKOUT THE MODALITIES OF THE SAME.</b>		
<b>AGENDA NOTE</b>	<b>DISCUSSION</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
<p>The IQAC in its meeting dated 25 November 2014 had put the agenda item on adopting API Score Card for the faculty. As per decision two member committee was constituted of Dr. Anand Pawar and Dr. Tanya Mander. The Committee had submitted that UGC API Score Card may be adopted as such. The RGNUL Executive Council also approved the same (<u>ANNEXURE-6</u>).</p> <p>There is a need to further formulate modalities of the same and implementation thereof .</p>	<p>Members were apprised about the need to adopt API Score Card in consonance with UGC norms. The modalities of executing putting API Score Card were discussed in detail.</p>	<p>It was decided that teachers appointed on regular basis would duly fill in their API Score Card and submit to IQAC.</p> <p>Annual Performance Indicator Score would cover the academic session i.e. May to May each year.</p>	<p><b>IQAC to apprise the faculty member about the same.</b></p> <p><b>API Score Card to be made available to all the faculty members.</b></p>

<b>ITEM (9)</b>	<b>TO APPRISE THE MEMBER ABOUT THE STEPS UNDERTAKEN TO REVIEW THE CURRICULUM AND TO FURTHER WORK OUT THE MODALITIES OF THE SAME.</b>		
<b>AGENDA NOTE</b>	<b>DISCUSSION</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
<p>RGNUL has taken steps to review curriculum from subject experts / professionals from the outside. This has been done to bring about further improvement in the course curriculum. This new system has been approved by Academic Planning Board, Academic Council and Executive Council (<u>ANNEXURE-7</u>).</p> <p>There is need to formulate policy, rules and further plan for the review of the curriculum.</p>	<p>Members were apprised about the need to review the curriculum from subject experts as well as industry experts, so as to keep it not only updated but also ensure that it covers all that is required to make the students successful in the field</p>	<p>It was decided that experts to review the curriculum will be decided by the Vice-chancellor. The process to be initiated in the month of every year. Remuneration to be decided by the University</p>	<p><b>The IQAC will put up to the Vice-Chancellor the required documents.</b></p>

**ITEM (10) ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.**

<b>AGENDA NOTE</b>	<b>DECISION</b>	<b>ACTION (S) REQUIRED</b>
In the current agenda, the Vice-Chancellor apprised the members about installation of Biometric System of attendance at RGNUL.	<b>It was made compulsory for all the faculty members to register for biometric attendance</b>	<b>All the faculty members to be notified.</b>

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

**(Dr. Tanya Mander)**  
Co-ordinator IQAC and  
Assistant Professor of English

**Proceeding Verified**

**Professor (Dr.) G.I.S. Sandhu**  
Director IQAC and Registrar RGNUL

**Proceedings Confirmed to be put up before Executive Council for information and Approval**

**Professor (Dr.) Paramjit S. Jaswal**  
Chairman IQAC