BGU
BIRLA GLOBAL UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

BIRLA GLOBAL UNIVERSITY

IDCO Plot No. 2, Institutional Area, Gothapatna, Bhubaneswar, Odisha 751029

Tel: 0674–7103001-10 www.bgu.ac.in

Minutes of the Internal Quality Assurance Cell (IQAC) meeting held on 19 March 2025 at 3.30 pm in Classroom No. 4, Management Block, Birla Global University, Bhubaneswar.

Members Present:

1. Prof. (Dr.) Kulbhushan Balooni, Vice Chancellor - Chairperson
2. Dr. B.K. Das, Registrar - Member
3. Dr. P. Nayak, Dean, BSoM - Member
4. Dr. S. K. Nanda, Dean, BSoL - Member
5. Dr. P.K. Sanyal, Dean, BSoC - Member
6. Dr. Shiv Shankar Das, Dean, BSoComm - Member
7. Dr. S. K. Kuanar, Dean, BSoAS - Member
8. Dr. Manas Kumar Pal, Controller of Examinations - Member
9. Dr. Vivek Mishra, Assistant Professor - Member
10. Dr. Ajit Ku. Dash, Assistant Professor - Member
11. Dr. R.K. Mishra, Assistant Professor - Member
12. Mr. Sanjay Bhadoria, Comptroller of Finance - Member
13. Mr. Pranab Das, Dy. Director (Admission) - Member
14. Dr. Ambika Prasad Mishra, Sr. Consultant, Dept. of Radiology, Capital Hospital - Member
15. Prof. Narayan Sahoo, Retd. Professor, CAET, OUAT, Bhubaneswar - Member
16. Mr. Debanshu Sharma, (Student) - Member
17. Ms. Yogasmita Mohapatra, (Student) - Member
18. Mr. Gopi Natn Manna – Executive Assistant, V.C. Office
19. Mr. Arun Samanta, Asst. Librarian, In-charge,Central Library
20. Dr. Manidatta Ray, Director (IQAC) - Member & Convenor

Leave of Absence:

1. Dr. P.K. Mishra, Management Representative
2. Mr. Kalpataru Tripathy, Employer Representative
3. Dr. Bubhu Panda, Dy. Director (Placement)
4. Mr. Somatirtha Purohit , Alumni Rep.
5. Mr. Sourav Raman, Alumni Rep.

Agenda of the Meeting:

1. Discussion and Approval of the Vision and Mission of the IQAC Cell, BGU
2. Discussion on Implementation of Suggestions and Recommendations of Academic and Administrative Audit Members
3. Open forum for members to propose additional topics for discussion
4. Addressing any pertinent concerns or suggestions from members

Minutes of the Meeting:

The meeting commenced with a warm welcome address delivered by the Hon'ble Vice Chancellor, Prof. Kulbhushan Balooni, who also serves as the Chairperson of the IQAC of the University.

Following this, Dr. Manidatta Ray, Director, IQAC, extended greetings to all members and presented an overview of the agenda for the meeting. He further elaborated on the core objectives and strategic vision of IQAC, outlining its key functions, composition, and associated benefits. Additionally, he highlighted the significant impact of IQAC's initiatives on the University's progress over the past three years, emphasizing the role of quality enhancement and institutional development.

1. Review of IQAC Vision Statements

The Director, IQAC, shared the draft Vision and Mission of the University with the committee. Following discussions, deliberations, and suggestions from the members, the IQAC Vision Statements are revised as follows:

Vision

- Fostering a culture of quality excellence and continuous improvement in academic, administrative practices, and also enhancing outreach and community engagement initiatives.
- Upholding global standards in education, research, and innovation while promoting a learner-centric environment that values inclusiveness and diversity.
- Ensuring the holistic development of students, faculty, and administrative staff through best practices in teaching, learning, and governance.
- Contributing towards achieving national and international recognition for academic excellence and institutional integrity.

2. Review of IQAC Mission Statements

Members emphasized that the Mission Statements should be concise, impactful, and achievable. Key revisions included changing "stakeholder engagement" to "stakeholder engagements" for clarity and refining pedagogical and assessment statements for precision. Outreach activities, such as conferences and faculty development programs, were proposed for inclusion. Members suggested revising the pedagogical statement to "Redesigning pedagogical approaches through technological advancement." The committee approved modifying "Periodically assessing" to "Continuously assessing" institutional performance and refining the mission statement to "Nurturing ethical and socially responsible leaders through value-driven practices.

The revised IQAC Mission Statements are as follows

Mission

- Developing and implementing robust quality assurance mechanisms for continuous academic and administrative enhancements in a transparent and accountable manner.
- Promoting a research-driven, innovation-centric ecosystem that aligns with industry and societal needs.
- Facilitating stakeholder engagement and fostering a collaborative learning and development environment.
- Redesigning pedagogical approaches through technological advancement to enhance the educational experience.
- Continuously assessing and enhancing institutional performance through internal and external quality benchmarks.

- Ensuring compliance with accreditation and regulatory requirements, reinforcing the University's commitment to excellence.
- Nurturing ethical and socially responsible leaders through value-driven practices.

3. Recommendations on Indian Knowledge System (IKS)

- Members emphasized Odisha's Cultural Festivities, with a recommendation to integrate the same with the Indian Knowledge System (IKS).

4. Review of AAA Committee Findings and Proposed Actions

- **Interdisciplinary and Value-Added Courses (VAC):** VAC courses will be structured in alignment with NAAC and NEP guidelines, featuring a well-defined elective basket focused on practical skill development. A meeting is scheduled to discuss implementation at the postgraduate level, with final recommendations to be submitted to the Board of Studies.
- **Research Funding & International Collaborations:** The University has allocated significant research funding from internally generated revenues for the upcoming academic year (2025–26). Memorandums of Understanding (MoUs) have been finalized with Bronx Community College of the City University of New York, and Whitman School of Management, Syracuse University, New York, to promote student and faculty exchange programs. Faculty members are encouraged to pursue international collaboration on a one-to-one basis with their peers as it works out more effectively.
- **Skill Development for Administrative Staff:** Training initiatives will be introduced to strengthen administrative competencies, incorporating exposure to best practices from reputed organizations. Workshops will be organized on communication skills, Microsoft Excel proficiency, and behavioral training for mess and administrative personnel.
- **Faculty Training for Research Grants:** Faculty Development Programs will be organized to enhance skills in drafting and submitting research grant proposals

5. Comprehensive Research Incentive Policy

The Hon'ble Vice Chancellor informed the committee about the newly introduced Research Policies, aimed at promoting active faculty participation in research and publications while nurturing a dynamic research culture within the university.

6. Student Grading System

Regarding the student grading system, members emphasized the need to rationalize grades to prevent inflation and ensure fairness. External members further advised that, after each semester's results are prepared and shared with the respective Schools, a grade rationalization process should be conducted before submitting final grades to the Controller of Examinations.

A formal meeting should be called by each School to discuss grade rationalization, with decisions documented in the minutes of the meeting. Once a consensus is reached, the finalized grades should be submitted for approval. Additionally, student feedback should be collected after the results are declared to enhance transparency. This feedback must be reviewed in Faculty Council Meetings to drive continuous improvements in the evaluation process.

7. Local Community Engagement

Regarding the efforts to strengthen local community engagement through initiatives like the legal aid clinic and "Unnat Bharat Abhiyan" are actively underway. A system is already in place to provide legal aid beyond the campus.

To enhance the community support, members suggested installing a prominently displayed board in both English and the local language, indicating BGU's legal aid services, along with the designated faculty's contact details. Additionally, a directional display board should be installed at the university's main entrance to guide those seeking legal assistance.

8. Reimbursement Policy

It was discussed and unanimously decided by the members that all reimbursement requests should be accompanied by a detailed report or statement, signed by the Dean of the respective School and the activity or program convener. Incomplete submissions will not be processed.

The Comptroller of Finance must ensure strict compliance. This applies to all university-related activities, both on and off campus. Additionally, a copy of the report must be submitted to the Office of Director, IQAC. A standardized reporting format should be created or integrated into the existing one for consistency. A detailed closure report is to be submitted, which will facilitate the compilation of activities systematically undertaken by the university.

9. UGC-Mandated Committees

All UGC-mandated committees, including the Anti-Discrimination (SC & ST) Committee, Anti-Discrimination (North-East) Committee, Minority Cell, Equal Opportunity Cell, and Gender Sensitization Committee, must be properly constituted and officially notified. These committees have been duly formed and are operating effectively as per UGC guidelines.

10. Digital Library Subscriptions

The members suggested that the University should strengthen its institutional subscriptions to digital libraries, encompassing essential software tools and academic databases. In this regard, the Assistant Librarian, emphasized the requirement for additional Scopus subscriptions to enhance academic and research support for the forthcoming semester. To ensure optimal use of these resources, multiple awareness sessions will be organized.

11. Emerging Facilities

The members highlighted the importance of setting up facilities such as an Econometric Lab and a Data Science Lab. They also recommended that the Admissions Department facilitate student access to laptops at discounted prices through collaborations with reputed brands. The cost, after applying the discount, will be borne by the students.

12. Human Resource Policies

The members emphasized the need for well-defined HR policies aimed at attracting and retaining faculty members. To promote employee support and well-being, a Staff Welfare Fund could be setup. Furthermore, additional HR policies are being developed in alignment with UGC guidelines.

13. Student Support & Infrastructure

During the discussion on Student Support & Progression, the members proposed the installation of shaded pathways connecting the Girls' Hostel and Boys' Hostel to the Mess area, addressing a long-standing student request. This initiative is set to be implemented shortly.

Additionally, efforts are underway to establish a dedicated seating/waiting space for students. In the interim, students may use the Faculty Mess during their free periods, except during lunch hours, until a permanent arrangement is made available. An official email from GM Campus on a regular basis should be circulated to inform students about this arrangement.

14. Food Waste Management

Noting significant food wastage in the student mess, members recommended organizing a workshop or awareness session on waste reduction. Proposed measures include controlled first servings and awareness videos to promote responsible food consumption.

15. Campus Cleanliness & Alumni Engagement

Members emphasized the need for increased student awareness to maintain a clean campus.

Plans are underway to enhance alumni engagement and connections.

16. Teaching Excellence

Members also suggested introducing a Teaching Excellence Award and a structured Teaching Feedback System to formally recognize teaching excellence and research contributions.

17. Faculty Involvement in Incubation Initiatives

The members proposed exploring faculty involvement in incubation initiatives, including faculty members holding equity in start-ups. A formal policy framework for this initiative is expected to be in place by June 2025.

18. Scholarships & Admissions

The esteemed members proposed a 10% fee concession for SC, ST, OBC and PWD applicants for all programs from AY 2025-26. Additionally, a "Need-Cum-Merit Scholarship" will be introduced from the next academic year to support economically disadvantaged students.

19. Infrastructure & Course Development

(NAAC Peer Team Suggestions and Implementation)

- Classroom expansions are in progress.
- The University is finalizing courses in Artificial Intelligence and other emerging fields.
- Library hours have been extended from 8 AM to 10 PM.

20. External Member Support

Dr. Ambika Prasad Mishra, External Member, assured faculty and students that they may consult him for Radiology-related queries free of charge.

The meeting concluded with a vote of thanks to all the esteemed members by the Director, IQAC.

Dr. Manidatta Ray

(Director, IQAC)

Director
Internal Quality Assurance Cell (IQAC)
Birla Global University

Prof. Kulbhushan Balooni

(Hon'ble Vice Chancellor & Chairperson, IQAC)

Vice Chancellor
Birla Global University
Bhubaneswar, Odisha