

### Minutes of the Meeting held on 19/11/2024

A meeting of the Internal Quality Assurance Cell (IQAC) of Forest Research Institute Deemed to be University, Dehradun, was convened on 19/11/2024 in a hybrid mode to discuss the agendas. The meeting was attended by the following members:

1. Dr. Renu Singh, Director, FRI & VC, FRIDU/Chairperson IQAC, FRI Deemed to be University.
2. Shri Jagdish Chander, PCCF and HoFF Haryana, Van Bhawan, Sector 6, Panchkula, (Member) (Attended the meeting online)
3. Dr. S.K. Khanduri, Retd. PCCF (Member)
4. Dr. A.K. Dixit, Nodal Officer, CPPRI, Saharanpur (Member) (Attended the meeting online)
5. Dr. Vineet Kumar, Dean (Academic), FRI Deemed to be University. (Member)
6. Dr. A.K. Tripathi, Registrar, FRI Deemed to be University. (Member)
7. Dr. Pratima Patel, Scientist-E & Controller of Examination, FRIDU (Member)
8. Mrs. Vijya Ratre, ASG, Silviculture Division, FRI (Member)
9. Dr. Abhishek Verma, Scientist-B & Course Coordinator, Environment Management, FRIDU (Member)
10. Dr. Akhato Sumi, Senior Technical Officer, Forest Products Division, FRI (Member)
11. Shri Miland, Student, M.Sc. Forestry 3<sup>rd</sup> Semester, FRI DU (Member)
12. Dr. Deepshikha Nirala, Junior Consultant (Forestry), FRIDU (Co-opted Member)
13. Dr. Santosh Birman, Junior Consultant (EM), FRIDU (Co-opted Member)
14. Dr. Priya Bisht, Junior Consultant (WST), FRIDU (Co-opted Member)
15. Dr. V.K. Varshney, Scientist-G, Chemistry & Bioprospecting Division, FRI (Coordinator)

At the outset, the Chairperson welcomed the members of IQAC and after that the Coordinator of the IQAC with the permission of the chair started the proceedings of the meeting.

*V.K. Varshney*  
22/11/24

(Dr. V.K. Varshney)  
Coordinator, IQAC  
FRI Deemed to be University  
Dehradun

*Renu Singh*  
22/11/24

(Dr. Renu Singh)  
Chairperson, IQAC  
Director, ICFRE-FRI  
& VC FRI Deemed  
to be University  
Dehradun

## **Forest Research Institute Deemed to be University, Dehradun**

**Agenda of the meeting of the Internal Quality Assurance Cell (IQAC) of Forest Research Institute Deemed to be University, Dehradun**

Following agendas were proposed before the IQAC for perusal and approval.

### **Agenda Item No. 1/2024:**

**To consider the confirmation of the minutes of the meeting of the Internal Quality Assurance Cell (IQAC) held on 11/03/2024**

**Resolution No. 1/2024:** A copy of the minutes was circulated to each member of the IQAC on 10/04/2024 for their review and comments. Since none of the members expressed any disagreement with the minutes, they were considered approved.

### **Agenda Item No. 2/2024:**

**To consider the compliance report on the resolutions of the Internal Quality Assurance Cell (IQAC) passed in its meeting held on 11/03/2024**

**Resolution No. 2/2024:** Members having gone through the compliance report accepted the same.

### **Agenda Item No. 3/2024:-**

**Activities of Forest Research Institute Deemed to be University during academic session 2024-2025 (July, 2024- December, 2024).**

**Note:** Following activities were proposed during academic session 2024-2025 (July, 2024- December, 2024).

1. Declaration of result of M.Sc. courses.
2. Preparation of detailed academic calendar and course plan at the beginning of the semester for all M.Sc. courses.
3. Conduction of Ph.D. Entrance Examination.
4. Orientation & Commencement of regular M.Sc. classes through offline mode.
5. Conduction of interview of the selected candidates for the Ph.D. programme.
6. Organization of Pre-Ph.D. Compulsory Coursework.
7. Submission of Term papers by M.Sc. students and their evaluation.
8. Organization of expert lectures by resource persons/guest faculties for M.Sc. students.
9. Conduction of study tours (long and short tours) and field excursions for M.Sc. students.
10. Conduction of M.Sc. odd semester examination.
11. Meetings of administrative / academic bodies.



**Resolution No. 3 /2024**

The Cell, having gone through the proposed activities for July, 2024- December, 2024 resolved to grant the ex-post facto approval.

***A. Following activities were completed till November 19, 2024.***

1. Declaration of result of M.Sc. courses.
2. Preparation of detailed academic calendar and course plan at the beginning of the semester for all M.Sc. courses.
3. Conduction of Ph.D. Entrance Examination.
4. Orientation & Commencement of regular M.Sc. classes through offline mode.
5. Conduction of interview of the selected candidates for the Ph.D. programme.
6. Organization of expert lectures by resource persons/guest faculties for M.Sc. students.
7. Conduction of study tours (long and short tours) and field excursions for M.Sc. students.
8. Meetings of administrative / academic bodies.

***B. Following activities will be completed during the remaining period.***

1. Organization of Pre-Ph.D. Compulsory Coursework.
2. Submission of Term papers by M.Sc. students and their evaluation.
3. Conduction of study tours (long and short tours) and field excursions for M.Sc. students.
4. Conduction of M.Sc. odd semester examination.
5. Meetings of administrative / academic bodies.

**Agenda Item No. 4 /2024:-**

**Activities initiated by Forest Research Institute Deemed to be University under best practices during academic session 2024-2025 (July, 2024 - December, 2024).**

Note : Following activities were explored and identified by the Forest Research Institute Deemed to be University under best practices during academic session 2023-2024 (July, 2024 - December, 2024)

1. Organization of guest talks, seminars/webinars and competition/quiz for the students wherein eminent personalities from the research/corporate field are invited to share real life experiences with students. A good blend of theory and practical is experienced by the students.
2. Preparation for campus placement drive for all the M.Sc. programmes.
3. Conduction of regular academic/administrative meetings by the University for timely completion of the curriculum and conduction of examinations.

**Resolution No. 4 /2024:**

The Cell, having gone through the proposed activities for July, 2024 - December, 2024 resolved to grant the ex-post facto approval.



**A. Following activity was completed till November 19, 2024.**

1. Organization of guest talks, seminars/webinars and competition/quiz for the students wherein eminent personalities from the research/corporate field are invited to share real life experiences with students. A good blend of theory and practical is experienced by the students.

**B. Following activities will be completed during the remaining period.**

1. Preparation for campus placement drive for all the M.Sc. programmes.
2. Conduction of regular academic/administrative meetings by the University for timely completion of the curriculum and conduction of examinations.

**IQAC Chairperson, Dr. Renu Singh**, reviewed the compliance report and, with regard to the suggestion on mandating attendance at Master Thesis viva voce examinations for all Master's and Doctoral students, observed discrepancies in the attendance figures presented in relation to the viva voce exams conducted which need to be corrected. (Action; Dean, FRIDU).

The chairperson noted that while many of the suggestions made in the 11-03-2024 meeting had been complied with, some still require further attention. Emphasizing the importance of adhering to IQAC recommendations, she instructed the Dean, FRIDU, and Registrar, FRIDU to ensure compliance with IQAC suggestions moving forward. (Action: Dean, FRIDU; Registrar, FRIDU).

The chairperson emphasized the need to upgrade the FRI DU website to enhance its functionality and accessibility. She suggested uploading, with the titles of the awarded theses, their one-page executive summaries and incorporating a search option to allow users to locate theses using 5-6 keywords. Additionally, she directed the inclusion of a web link to *Shodh Ganga* and recommended uploading and regularly updating the Academic Calendar on the university's website. (Action: Registrar, FRIDU)

Regarding the Incubation Cell, she suggested consulting the incubation cell of IWST, Bangalore, and exploring ways to run it without external funding, such as organizing brainstorming sessions with experts from other institutions. She also desired a review of actions taken after the special lecture on "Grant in Aid for Student Entrepreneurs" and directed that the outcomes be appraised in the next meeting. (Action: Registrar, FRIDU).

**IQAC Member Shri Jagdish Chander** stressed the importance of improving the university's image. He recommended enhancing the audio-visual quality of online meeting systems and organizing student visits to premier institutions like National Parks, Universities of national importance, and CPPRI, Saharanpur. To enrich students' learning experiences, he suggested hosting lectures by the chairperson, IQAC, FRI scientists, and experienced foresters. Additionally, he advocated for annual seminars involving students from FRI DU. (Action: Dean, FRIDU and Registrar, FRIDU)



● **IQAC Member Shri S.K. Khanduri** noted that the activities for the period from July 2024 to December 2024 were being proposed for approval in the current meeting held in November 2024. He suggested including in the minutes a record of the activities already completed during this period, as well as those yet to be completed. In response, ex post facto approval was granted for the proposed activities. The chairperson, after hearing the member's suggestion, emphasized the importance of conducting IQAC meetings well in advance to facilitate timely approvals and directed that future meetings be scheduled accordingly with the next meeting to be conducted in the last week of December 2024. **(Action: Coordinator, IQAC).**

Shri Khanduri highlighted the need to enhance the visibility of the FRI DU website by showcasing the university's research outputs and ensuring its regular updates. He proposed listing all university publications on the website, while the chairperson advised leveraging the data already available on *NIRANTAR*. He also suggested including details of student placements, such as names and salary packages, and making the website user-friendly and visually attractive to a broader audience. **(Action: Dean FRIDU and Registrar, FRIDU)**

**IQAC Member Dr. A.K. Dixit** expressed concern over declining enrollments in the M.Sc. Cellulose and Paper Technology course. In response, the Registrar, FRI DU, clarified the issue and informed the members that efforts are being made to overcome this challenge. Dr. Dixit further recommended inviting course alumni to share their experiences and guide students on addressing the current needs of the cellulose and paper sector. He also emphasized the importance of motivating students by highlighting the details of placed students and their salary packages on the FRIDU website, which could attract prospective students to the program. **(Action: Dean, FRIDU and Registrar, FRIDU)**

**IQAC Member Dr. Akhato Sumi** recommended creating an online link for Ph.D. theses, making them easily accessible alongside the students' information. This suggestion aligned with the chairperson's emphasis on improving the accessibility and visibility of research outputs on the website. **(Action: Registrar, FRIDU)**

The meeting was ended with vote of thanks given by the Coordinator of the Cell.

