

**MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL  
COMMITTEE MEETING HELD ON 27<sup>TH</sup> FEBRUARY, 2017 AT 11.00 AM  
IN THE VC'S CONFERENCE HALL, ADMINISTRATION BUILDING.**

Prof. Alok Bhattacharya, Dr. M.S.Shyamasundar, Prof. B.Anandhakrishnan could not attend the meeting due to their prior commitments.

Pro-Vice-Chancellor – I and the Finance Officer attended the meeting as Special Invitees.

At the outset, the Chairperson extended a warm welcome to all the members of the Internal Quality Assurance Cell Committee. The Chairperson introduced Prof. B.P. Sanjay as the new Director of IQAC vice Prof. Rajasekhar.

The agenda was taken up for discussion

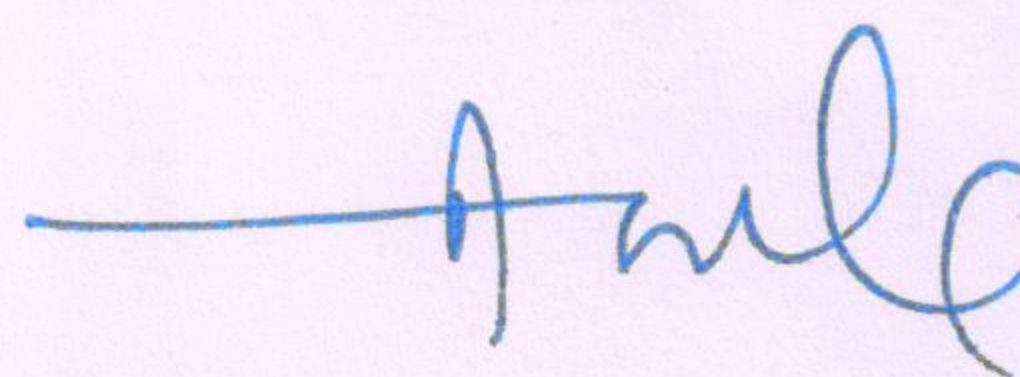
**Item No: IQAC:2017:1**

**Opening remarks by the Chairperson and the Vice-Chancellor**

The Chairperson and the Vice-Chancellor briefed the functions of the IQAC. He said that the IQAC has been particularly set up for better maintenance, better quality and better administration in this University.

The Vice-Chancellor informed that there is a high expectation on the performance of the university. Within a span of 3 months period, major recruitment drive had been taken up for 114 posts in addition to CAS. He also informed that after a review of the roster committee, HR section will once again take up another round of advertisement to clear the pending recruitment processes. The fact that the students grievance redressal committees had been constituted at Department/School/Administration levels was an addition. Under the direction of the ministry, an Equal Opportunity Cell has been constituted. Proctorial board has sought the help and advice of the retired judge/retired IPS officer who are helping the university in the quick disposal of the cases by giving suggestions and also to ensure the procedures are followed in a better manner. Internal Complaints Committee (ICC) as per the suggested norms is functional with all the members.

The Vice-Chancellor also stressed that the ultimate goal of the university is to excel in teaching-learning and evaluation process. Institutional mechanisms for

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furthering research especially through projects will be encouraged. Training for employees has been augmented.

Following these remarks, the director IQAC made a brief presentation touching upon a few key aspects including the fact that the University had discussed the follow up needed based on the peer committee report. The presentation will form part of the record of this meeting.

**Item No: IQAC:2017:2**

**To confirm the minutes of the IQAC committee meeting held on 13<sup>th</sup> November, 2016**

Confirmed.

**Item No: IQAC:2017:3**

To report on the action taken on the minutes of the IQAC meeting held on 13<sup>th</sup> November, 2016.

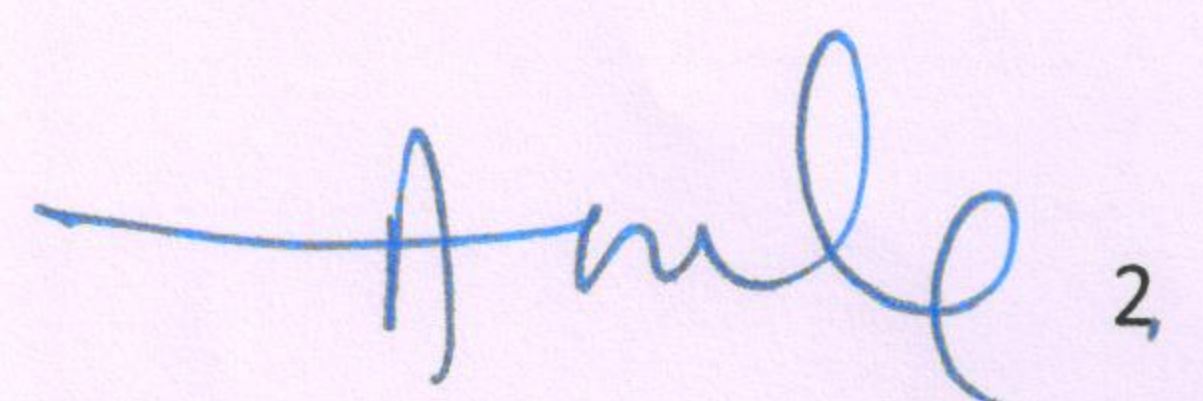
Action Taken Report was noted

**Item No: IQAC:2017:4:**

The Vice-Chancellor requested the IQAC committee members for their valuable suggestions for improving IQAC cell:

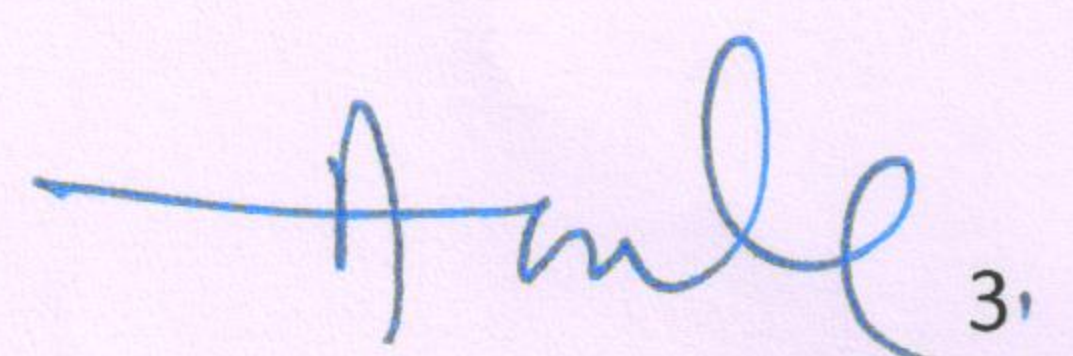
The esteemed external member while noting the presentation of the IQAC highlighted the University's achievements and steps needed to improve. He suggested that the University could start with academic audit of a few departments/schools.

- ❖ It was also suggested by one of the committee members that a performance based audit annually, that too only qualitatively, is very important for the IQAC cell for its efficient functioning.
- ❖ Academic performance of the faculty annually, if given importance, helps to have a better review of the performance. The existing mechanism can be improved.
- ❖ The reporting mechanism of the Annual Report before the Parliament should be reviewed by the IQAC cell where the IQAC will have all the data of the university before placing the same in the Parliament.

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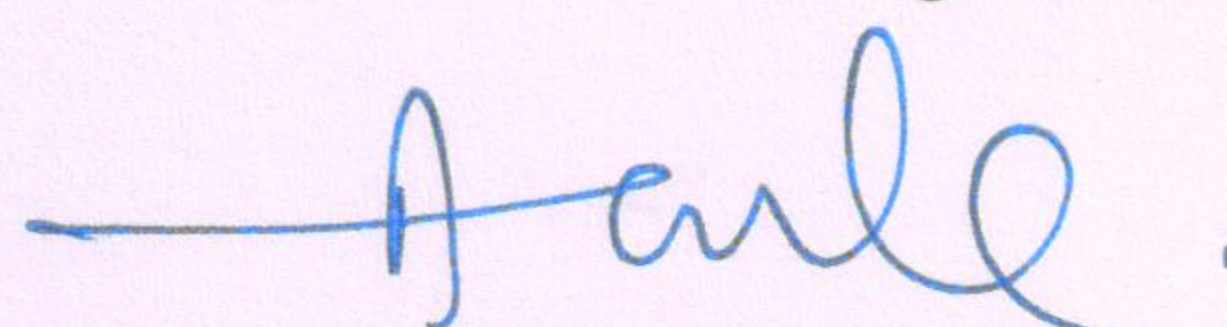
- ❖ The IQAC was informed that an online portal will be created where all the events pertaining to the academic activities of the faculty, details of the research projects, events of the university etc., can be uploaded.
- ❖ Online submission of reviews should be streamlined for evaluation of thesis by the faculty. It should not take more than 2 to 4 weeks wherein, in the present system, at least 3 months is required to review and evaluate the thesis. As it is a time consuming process, the concerned faculty are not able to concentrate on their research and other academic activities. Since online quick review is followed in few good institutions, it was felt that University of Hyderabad also shall make efforts in that direction.
- ❖ Another major concern is the waste management. Measures need to be adopted to recycle it. UPE-II team is putting best efforts towards "Zero Waste" management through multiple activities.
- ❖ The complete information on cross subsidies, overheads, grants, details of infrastructure in the Departments/Schools should be provided on website for easy access. This will help the university to ascertain as to which department/school receives the major grants and the expenditure incurred towards infrastructure or for other academic or research activities.
- ❖ Utilization of Solar energy can prove eco friendly on the campus. Generation of solar power can be utilized as back up power supply or an alternate to electricity. The IQAC noted that Library and VC's lodge are completely managed with the solar power. It was also brought to the notice of IQAC that 1 mega watt, as roof top harvesting system, within 3 to 4 months will be commissioned to increase the usage of solar power. Engineering Section is working in that direction.
- ❖ It was also suggested that guidelines pertaining to evaluation, examination of thesis, grants, research projects, etc., if made accessible at university level will help the newly recruited junior faculty to follow the prescribed guidelines which will avoid confusion
- ❖ Allocation of budget to Schools is another major concern. All Science schools receive major grants and are funded by many funding bodies when compared to social sciences and humanities schools. The members noted that rather than laying stress on budget, performance indicators of how the budget is spent could be a variable.
- ❖ Activities which encourage eco friendly environment on the campus should be taken up on large scale.

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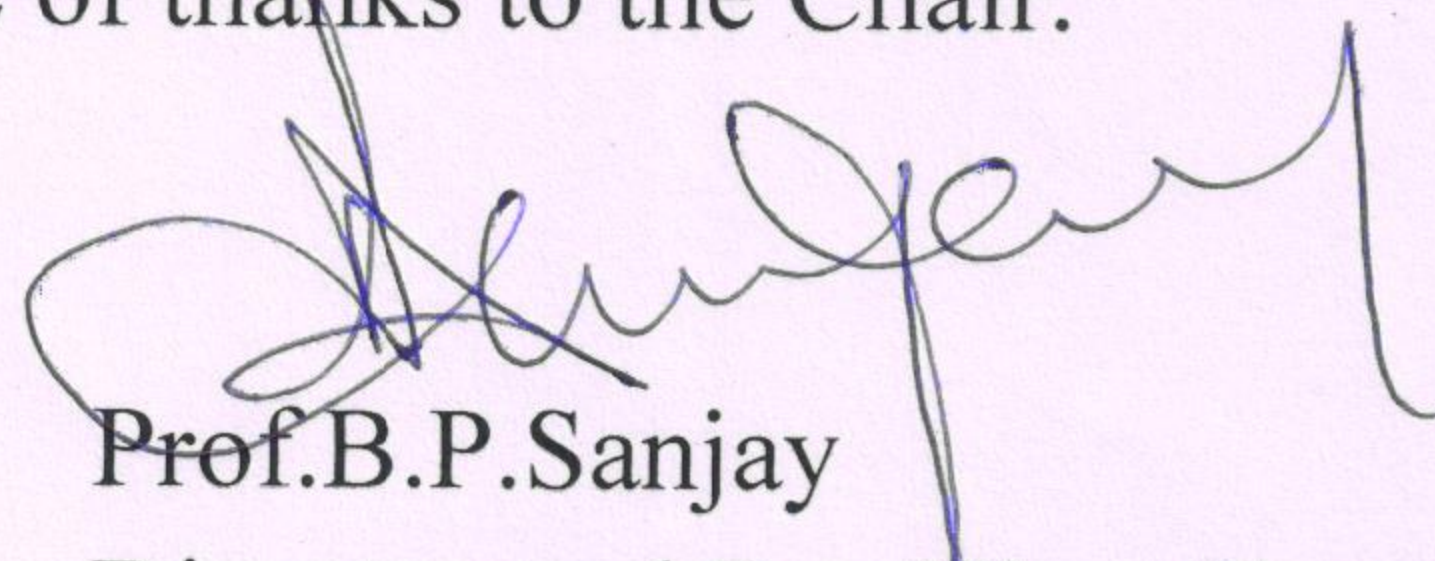


- ❖ Students security on the campus should also be worked out.
- ❖ Network access to the students should be strictly monitored. Any unauthorized access or violation of cyber security rules should be punished.
- ❖ Student evaluation should be introduced online.
- ❖ Statistics related to the passed out students, placements offered to the students should be active in the Placement Cell.
- ❖ Maintenance of the large campus and clearance of shrubs was a concern. The vice chancellor informed that while this was recognized, the University had initiated mechanical means of clearance.
- ❖ Interaction with faculty should be planned so that senior faculty can suggest or give their valuable thoughts to the young faculty. A mentor relationship could be established.
- ❖ Each faculty should have a portal with a login id and password to add details of their academic activities, research projects, awards, honours achieved, seminars and conferences attended etc. which in turn will facilitate to prepare the Annual Report.
- ❖ Vision Document for 3 to 5 years from Deans and Heads should be acquired.
- ❖ Set up a Planning Board.
- ❖ Consolidate mentoring mechanisms by faculty members to interact with the students. Grievance redressal counselling should be set up.
- ❖ Alternative model for remedial classes to be made effective for marginalized classes. Online courses should be introduced to the students without disclosing their identity.
- ❖ It was decided that twice in a year, IQAC meetings should be held.
- ❖ A draft performance audit report should be taken up with one school at a time.

The meeting ended with a vote of thanks to the Chair.



Prof. Appa Rao Podile  
Chairperson & Vice-Chancellor



Prof. B.P. Sanjay  
Director and Pro-Vice-Chancellor

