



SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under section 3 of the UGC Act 1956)

Re-Accredited by NAAC with 'A' grade (3.58/4) | Awarded Category - I by UGC

Founder : Prof. Dr. S. B. Mujumdar M.Sc. Ph.D. (Awarded Padma Bhushan and Padma Shri by President of India)

ACTIONS TAKEN ON THE RESOLUTIONS PASSED BY IQAC MEMBERS (Meeting 22nd Nov 2019)

Item no.	Minutes of meeting	Resolution	Action Taken	Remark
1.	Welcoming and Introduction of all the members	The newly constituted IQAC was inducted for period of 1st Sept. 2019 to 31 st Aug. 2021. It was resolved to invite one member from off campus on rotation basis. It was also decided that they will join meeting through skype/Teleconference.	Completed	
2.	Brief Information on objectives and functioning of IQAC	1. The Committee resolved to function fully in compliance with the IQAC guidelines notified by NAAC. 2. The committee resolved to Co-Opt Dr. Bhama Venkatramani and Dr. SVK Bharati as regular members of the IQAC.	Completed	Dr. Bhama Venkatramani has been inducted as a member in IQAC committee.
		3. It was resolved that, the IQAC will prepare delegation table w.r.t. functioning of IQAC and circulate the same to the members of the IQAC by next fortnight. It was resolved that each member of the IQAC will bring 2 innovative ideas/ best practices during each of the IQAC meeting.	Completed	Delegated members are suggested to plan their initiatives in specific assigned areas of them and to discuss for promptness in the upcoming IQAC meetings. Director IQAC to coordinate with all the members for effective & timely implementation of planned initiatives.
3.	Minutes of the last IQAC meeting held on 10th July 2019 and action taken report thereto	The MOM and the action taken report of IQAC meeting conducted on 10 th July 2019 were accepted and	Completed	



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		passed.								
4.	Presentation of draft AQAR for academic year 2018-19	1. It was resolved that IQAC will review, amend and finalize the Draft AQAR 2018-19 once the validated inputs are received from institutes and departments. Accordingly, IQAC will also review the action taken report on plan of action that was mentioned in last year AQAR, review Quality Initiatives and review significant contributions.	Ongoing	Director IQAC to present action taken status in the subsequent meetings.						
		2. It was decided that, the institutes/ departments will be given the time till 5 th December 2019 for submission of the reviewed and validated data from their side.	Completed							
		3. Further to this, IQAC will finalize the draft within a week time after receipt of validated data.	Ongoing	Awaiting reviewed data from the constituents, once received this task shall be completed in accorded timelines.						
		4. The final draft AQAR will be circulated to all the members of IQAC once finalized.								
5.	Plan of Action of IQAC for the academic year 2020-21	1. The IQAC will share its Plan of Action with all members by 13 th December 2019.	Completed	The plan shared by IQAC department shall be discussed in the next IQAC meeting for ensuring promptness.						
		2. The next two meetings be conducted on following date and time.	Completed							
		<table border="1"> <thead> <tr> <th>Meeting Number</th> <th>DATE</th> <th>TIME</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>Tuesday, 24th</td> <td>3</td> </tr> </tbody> </table>	Meeting Number	DATE	TIME	3	Tuesday, 24 th	3		
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		March 2020	pm to 5 pm		
		4	Wednesday, 24 th June 2020	3	pm to 5 pm
		3. Updating of Course Outcome (COs), Program Outcome (POs), Attainments & Feedback Collection, collation, analysis & Reporting in Learning Management System (LMS) should be completed by 20 th June 2020 & the report of the same should be placed before next IQAC meeting.		Ongoing	Academics department to coordinate with concerned vendor in this regard and to present status update along with report of the same in the subsequent meetings.
		4. The work of revision of policies and development of manuals can continue and status report must be reported in next IQAC meeting		Ongoing	Concerned departments to present status update in this regard in the next IQAC meeting.
6.	To consider the submission of the Institutional Information for Quality Assessment (IIQA)	Resolved that file submission of the institutional information for Quality Assessment (IIQA) of the University to National Assessment and Accreditation Council (NAACC) in the month of September, 2020, for the third cycle of assessment and Accreditation, be and are hereby, approved.		Completed	Concerned departments to plan their activities accordingly and to completely all the activities in defined timelines. Progress on action taken to be discussed in the upcoming IQAC meetings.

IQAC Coordinator

Chairperson