



# 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 (Meeting 13<sup>th</sup> December 2018)

Item no.	Minutes of meeting	Resolution	Action Taken	Remark
1.	To confirm the minutes of the IQAC meeting held on 31 <sup>st</sup> August 2018.	Resolved that the minutes of the IQAC meeting held on 31 <sup>st</sup> August 2018 are hereby confirmed.	Completed	
2.	Action Taken Report	1. Resolved that the initiative of making all processes of SIU available on Intranet with security and to be accessible to all directors/ newly joined faculty members be implemented, concerned authorities to take necessary actions and HEAD QA to follow up.	Ongoing	The initiative of making all processes of SIU available on Intranet is going on. Head QA to present status update in the subsequent meetings.
		2. Resolved that the IQAC department to follow up with respective departments to complete the pending actions in reference with Action taken report of 31 <sup>st</sup> August 2018.	Completed	
3.	Mid Midterm review of Item no.2 – 'Action Plan for 2018-2019' from MOM of 31 <sup>st</sup> August 2018	1. Resolved that every activity of SIU to be shown in NAAC to be routed through IQAC.IQAC department to ensure implementation of the same.	Ongoing – This resolution has to be shared with all the concerned.	Follow up on implementation status shall to be discussed in subsequent meetings.
		2. Resolved that all certificate programmes need to be reported to the QA department and Head QA to follow up with the Registrar office.	Ongoing	Registrar office to share the details of certificate programmes- Follow up on action taken status to be discussed in subsequent meetings.
		3. Resolved that catalogue revamping exercise shall be conducted across all faculties.	Completed - This resolution has to be shared with Academics department.	Catalogue revamping exercise is scheduled for remaining faculties by academics department.



# 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)

		4. Resolved that members appreciated the efforts of SCEW and suggested to continue the same.	Completed	Action taken status to be presented in Subsequent meetings.
		5. Resolved that Registrar office to share outcome of administrative audit with QA departments to generate statistical trends.	Completed	
		6. Resolved that QA department to check with Deputy Librarian on feedback of RFID pilot run at institutes.	Completed. -This resolution has been shared with Deputy Librarian.	QA department to work on generating trend analysis and to present in Subsequent meetings.  Deputy Librarian.to share the feedback of RFID pilot run at institutes.in the next meeting.
4.	Preparedness on AQAR new format 2018-2019	1. Resolved that members noted the university preparedness on AQAR new format.	Completed	
		2. Resolved that the AQAR audit be scheduled accordingly and further suggested to involve external members for Academic and Administrative Audits. IQAC department to share these suggestions with Academics department and Registrar's office to take implement the suggestions and to take necessary actions.	Completed.	Action taken status on audit methodology adopted to be shared in the subsequent meetings.
5.	Participation in National Institutional Ranking Framework (NIRF) 2018-2019	1. Resolved that members noted the points pertaining to University participation in NIRF.	Completed	Follow up status to be presented in the subsequent meetings.
		2. Resolved that Finance & HR department to strictly follow the deadlines enabling timely completion of activities.	Completed- Concerned departments are requested to meet deadlines without fail.	
6.	Comparison of Internal IQAC audit reports of 16-	Resolved that persistent gaps observed to be shared with Constituents for further actions. Directors of the concerned constituents to take	Completed- Persistent gaps have been shared	Constituents have initiated the necessary actions to close the



# 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)

	17 and 17-18 to identify persistent gaps in implementation	Necessarily to mark the closure. IQAC department to follow up Constituents.	with respective institutions.	persistent gaps. Follow up on action taken status shall be discussed in subsequent meetings.
7.	To discuss Quality Initiatives at SIU Administrative departments. (Presentations to be made by Director SCAE and Advisor - USS)	Resolved that Members appreciated the work done by Director SCAE and Adv. is or- USS	Completed	
8.	To discuss Quality Initiatives at Institutes (Presentations to be made by S ICSR, SCMS)	Resolved that Members appreciated the work done by S ICSR and SCMS-N.	Completed	
9	Closure status of observations of NAAC 2016 Audit and initiation of preparation for NAAC cycle 3 Accreditation	1. Resolved that the members noted the status of closure of observations raised during NAAC 2016 audit	Completed- Closure status has been Placed in PMB (Planning and Monitoring Board) and BoM (Board of Management).	Approved in BoM resolution dated 18/12/2018.
		2. Resolved that members noted the points pertaining to initiation of preparedness for NAAC cycle 3 Accreditation which shall happen during January 2021 and accepted to proceed with subsequent preparedness activities planned in line with it.	Completed	Approved in BoM resolution dated 18/12/2018.

*for Sgu*

**IQAC Coordinator**

*[Signature]*

**Chairperson**