



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)

Minutes of the 31st Meeting of Internal Quality Assurance Cell (IQAC) held on 22nd September'2020 at 10.30 am to 12.30 pm via ZOOM

Following members attended the meeting

SN	Name & Institute	Designation
1	Dr. Rajani Gupte	Chairman, IQAC
2	Dr. Bhama Venkataramani	Dean Academic & Admin
3	Dr.Sreenath K	Head QA and IQAC
4	Mr. Pradeep Bhargava,	External Member
5	Mr. Jaysurya Das	External Member
6	Mr. Samir Gadgil	External Member
7	Mr. Nilesh Nikam	Parent Members
8	Dr. Poornima Tapas	Teaching Members
9	Dr.Jayshree Kharche	Teaching Members
10	Dr. Parimala Veluvali	Teaching Members
11	Ms. Apoorva Kulkarni	Teaching Members
12	Dr. Meeta Kumar	Teaching Members
13	Dr. Meenal Kulkarni	Teaching Members
14	Prof.Vinayak Shirgurkar	Management Member
15	Dr. Avinash Kakade	Administrative Member
16	Dr. Deepak Tatpuje	Administrative Member
17	Ms. Swati Sahasrabudhe	Administrative Member
18	Dr. Sophia Gaikwad	Administrative Member
19	Ms. Nilima Ghuge	Administrative Member
20	Ms. Supriya Deshpande	Administrative Member
21	Mr. Swakush Inarkar	Student Representative
22	Dr.Anita Patanar	Special Invitee
23	Dr.M.S.Shejul	Special Invitee

Following members expressed their inability to attend the said meeting and were granted a leave of absence.

1	Dr. Amit Suratkar,	Members Administrative
2	Mr. Jitendra J. Paturkar,	Alumni Representative
3	Mr. Aniket Jagtap,	Teaching Members
4	Dr.Ady Sharma	Special Invitee

Hon'ble Vice-Chancellor madam and Head IQAC welcomed all the members to the meeting of SIU Internal Quality Assurance Cell. Head IQAC gave a presentation, taking the members through the agenda points.



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ITEM. 1

To confirm the minutes of the IQAC meeting held on 30th June 2020 Minutes of the IQAC meeting held on 30th June 2020 were discussed and confirmed.

Resolution Item No.1: IQAC: 22.09.2020

Resolved that the minutes of the IQAC meeting held on 30th June 2020 are hereby confirmed.

ITEM. 2

Review of Action taken report on last IQAC meeting held on 30th Jun 2020

Members were briefed about the points of the action taken report discussed in the previous IQAC meeting held on 30th June'2020.

It was suggested that the IQAC department to monitor and coordinate with respective team members who have been assigned specific roles pertaining to the IQAC-related activities. IQAC to follow up with constituents /department on the progress of action taken on proposed plans and to present the status in the subsequent meetings.

Resolution Item No.2: IQAC: 22.09.2020

Resolved that the IQAC department to follow up with respective members pertaining to roles assigned. It is also further resolved that IQAC to follow up with constituents /departments on the progress of action taken on proposed plans.

ITEM. 3

To discuss the status of the NAAC IIQA Application in reference to upcoming NAAC cycle 3 accreditation.

Head IQAC and Registrar briefed members about the NAAC IIQA Application & Process involved in reference to the upcoming NAAC cycle 3 Assessment.

Registrar gave a presentation and briefed members on the current status of IIQA Preparedness.

Resolution Item No.3: IQAC: 22.09.2020

Resolved that members noted the points

ITEM. 4

To discuss on status of NAAC SSR preparation in reference to the upcoming NAAC cycle 3 accreditation



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Dr. Bham Venkatramani, Dean -Academics & Administration & Head of IQAC have updated members about the various parameters of the SSR, Process changes as compared with earlier cycle, and the data validation & verification process. Further, she briefed members on the current level & status of SSR preparedness and data authenticity activities being carried out so as to mark the complete preparedness of SSR in line with the upcoming NAAC cycle 3 Assessment.

Resolution Item No.4: IQAC: 22.09.2020

Resolved that members noted the points and suggested completing all the data authentication activities so to finalize SSR at the earliest.

ITEM. 5

To discuss strengthening Institutions 'QICs (Quality Improvement Cell) for improving quality parameters.

Head IQAC updated members about strengthening Institutions QIC's (Quality Improvement Cell) for improving quality parameters.

Below mentioned points were discussed.

- To Strengthen the Quality cells at respective constituent institutions, as the data flow is mainly from these only.
- To facilitate submission of AQAR reports in a timely manner in the future with all the requisite data collated from respective Constituents with all the necessary documents within the fixed timelines. Also, to facilitate in uniform data generation.
- To actively coordinate with other committees of respective institutes such as PRC (Program Review Committee) etc., and play an active role in planning and implementing proposed initiatives.
- Facilitating in data collation & analysis of University fixed Quality indicators/SLA's (service level agreements) constituent/department wise- which also shall form as apart of monthly reports- The same processes/SLAs shall be aligned in line with the respective portals (MIS, DIS, OMPI) enabling to have a uniform data flow all over.
- Facilitate in development and creation of quality benchmarks for various academic, research and administrative activities of the constituents - Quarterly evaluating them; Initiating a mechanism of generating trend analysis quarterly.
- Organising refresher training to all the QIC coordinators/ representatives of the institutes in regard with information to be filled in each of the available portals (MIS/DIS/AQAR/LMS, etc.) - as there would be some change in position /people - also enables us to understand the practical issues involved thereby enabling implementation & utilization of the same to the core.



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- Scheduling frequent visits to all the constituents to understand and to verify the authenticity of all data generation sources as any mistake there shall lead to whole wrong projection of the data at the University level and also to see the availability & traceability of all source documents.

Resolution Item No.5: IQAC: 22.09.2020

Resolved that IQAC department to initiate and plan necessary actions to implement the following.

Resolved that Quality cells at the constituent level to be strengthened and IQAC to design & implement a mechanism to capture uniform data across all.

Resolved that IQAC to actively coordinate with the committees at the constituent level, so as to implement proposed QA initiatives.

Resolved that IQAC to develop fixed indicators constituent/department-specific and also to embed them in the existing DIS, and MIS systems and generate Quarterly reports.

Resolved that IQAC to organize refresher training programs and capacity-building programs to all the concerned.

Resolved that IQAC to frequently visit all the constituents, so as to ensure the authenticity of data by timely verifying all the data generation sources with evidence at the constituent level.

ITEM. 6

Presentation by SCMS, Pune and SCIE on the best practices already adopted in the light of the NEP 2020.

A briefed presentation was made by Deputy Director SCIE and a representative from SCMS, Pune which reflected the process and best practices already adopted in the light of the NEP 2020.

Resolution Item No.6: IQAC: 22.09.2020

Members noted the points and appreciated the work done by SCMS, Pune and SCIE.

Any other points for the discussion with the permission of the Chair.

ITEM. 7

To discuss the plan of action for the Academic year 2020-21.

1. To establish a new institute
2. To start new programs for the Academic Year
3. To consolidate the OBE and generate various reports to aid academic quality improvement.



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4. To register SIU for NDLI Club activity.
 5. Library Stock verification report and library activity added in Library MIS.
 6. To start taking feedback after every Information literacy program
 7. To develop software for SMCW and declare the results of the MBBS programme.
 8. To develop a web portal for online application for issue of Transcript, and Attestation of academic documents.
 9. To conduct online Proctored examinations in MCQ and Descriptive pattern.
 10. To Upload degree and diploma certificate data on NAD (Digilocker).
 11. To Move SIU web result and conovaction registration module to student's login portal.
 12. Ishanya Bhavan Project: One Network One Wi-Fi
 13. The university to start offering Online Programmes viz. B.Sc. (Honours) -Economics and BBA Bachelor of Business Administration- Finance and Accounts
 14. To implement Asset Inventory Management System (AIMS) for Purchase flow processes.
 15. To Use the STLRC portal as a Forum to bring about discussions amongst faculty members on topics related to Education and Quality We propose to use the STLRC portal for Forum Discussions around topics such as Assessments, online teaching-learning, and challenges of online exams etc. A theme will be announced every first week of every month, and faculty members would be invited to discuss and share their views. Objectives of this practice: To create a platform to: • share good practices • mentor younger faculty • assess needs for further FDPs based on challenges identified in this forum Proposed outcome: Sharing of knowledge and different perspectives. These discussions can result into collaborations amongst the faculty members across various domains and thus can inculcate multi-disciplinary and critical thinking. Thus, we aspire to make STLRC a centre, the 'go to' place for any support that faculty requires in teaching-learning-evaluation and research areas.
 16. Innovative Activities:
 - To Introduce the virtual outbound session to enable team bonding among students during the orientation program
 - Activities with props and themes to be introduced during the Wednesday walk
 - Physical activity and wellness awareness drive was launched during the activity break sessions
 - Launch of Fitness dating in a hybrid mode
 - Introduction of Instagram challenges for students
 - To extend the reach of DSRW activities through social media promos Mass activities and event
 - Inclusion of other universities and colleges in the Fitness for Freedom run 2021-22 - e-based activities included in Symbithon 2021 (COVID warriors run-walk, the family walk day, walk your pet day, walk-run for mental health)
 - To continue the Virtual fitness testing with obesity counseling in view of the pandemic and lockdown.
 - To keep students and staff active during the pandemic, a fitness challenge Fat to Fit to be introduced to help people in reducing their fat percentage.



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- 21 days fitness challenge to start for staff of Symbiosis to develop a habit of physical fitness.
- Keeping in view the pandemic situation the department to introduce the virtual model of Symbi fit for all students and staff across campuses. This initiative will keep students and staff motivated for their fitness at home. Administration
 - To appoint the non-teaching staff (Technical) to improve in services offered to students and staff.
 - DSRW Uniform Policy
 - MoU with All India Football action for development and usage of ground for Asian Football Cup (women)
 - To initiate the cashless transaction (Issue of Petro card)

Resolution Item No.7: IQAC: 22.09.2020

Resolved that the information regarding the action plan is hereby noted by the members

ITEM.8

Presentation by SCMS, Pune, and SCIE on the best practices already adopted in the light of the NEP 2020.

A briefed presentation was made by Deputy Director SCIE and a representative from SCMS, Pune which reflected the process and best practices already adopted in the light of the NEP 2020.

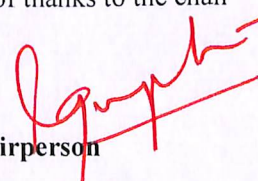
Resolution Item No.8: IQAC: 22.09.2020

Members noted the points and appreciated the work done by SCMS, Pune, and SCIE.

Members appreciated the work done by Symbiosis International (Deemed) University in reference to NEP 2020 and wished that SIU to be the first among in the implementation of NEP (National Education Policy)

As there was no other item for discussion, the meeting concluded with a vote of thanks to the chair and all present.

IQAC Coordinator
IQAC-31/ 22/09/2020
Date: 25-09-2020


Chairperson