SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under section 3 of the UGC Act 1956)

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Minutes of the 40th Internal Quality Assurance Cell (IQAC) meeting of Symbiosis International (Deemed University)/SIU held on 9th January'2023 at 10:30am at The Convention Hall, Lavale.

Following members attended the 40th IQAC meeting.

Sr No	Name	Designation	Membership
1	Dr. Rajani Gupte	Vice Chancellor	Chairperson: Head of the Institution
2	Dr. Hardik Vachharajani	Director, QMB	Director of the IQAC
3	Dr. Bhama Venkataramani	Dean - Academics & Administration, SIU	Teacher Representative
4	Ms. Lasya Vyakaranam	Assistant Professor, SLS	Teacher Representative
5	Ms. Sheetal Barde	Associate Professor, SCON	Teacher Representative
6	Dr. Anirban Sur	Professor, SIT	Teacher Representative
7	Dr. Poornima Tapas	Professor, SIBM	Teacher Representative
8	Dr. Manjari Jonnalagadda	Assistant Professor, SSLA	Teacher Representative
9	Ms. Kanisha Raina	Vice President, HR, Fiserv India Pvt Ltd	Nominee from Alumni
10	Mr. Jivesh Govil	Thought Leader, Global Visionary and Experienced Strategy and Operations Leader, Yeritas Technologies LLC, Pune	Nominee from Employers
11	Mr. Pradeep Bhargava	Chairman, Automotive Stampings and Assemblies Limited	Nominee from Local Society
12	Prof. Vinayak Shirgurkar	Management Consultant	Nominee from Management
13	Mr. Nilesh Nikam	Ex. Standing Committee Chairman, PMC	Nominee from Stakeholders
14	Mr. Vipul Chaudhari	Digital and Telecom Management - MBA	Nominee from Student
15	CA. Supriya Deshpande	Deputy Finance Officer, SIU	Senior Administrative Officer
16	Dr. Pravin Dange	Head - Academics, SIU	Senior Administrative Officer
17	Dr. Deepak Tatpuje	Head - Research Projects, SCRI	Senior Administrative Officer
18	Dr. Sophia Gaikwad	Head- STLRC	Senior Administrative Officer

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Sr No	Name	Designation	Membership
19	Prof. Harshad Gune	Head, Data Management Centre, SIU	Senior Administrative Officer
20	Dr. Dharmendra Pandey	Head, Quality Assurance, SIU	Senior Administrative Officer

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

Sr No	Name	Designation	Membership
1	Mr. Jaysurya Das	Co-Founder & Editorial Director, Pune365.com	Nominee from Industry
2	Dr. Avinash Kakade	Deputy Registrar, SIU	Senior Administrative Officer
3	Ms. Swati Sahasrabudhe	Head, International Initiatives & Collaborations, SCIE	Senior Administrative Officer

Following members were special Invitees for the 40th IQAC meeting

Sr No	Name	Designation	Membership
1	Dr. Asmita Dani	Director, Academics	External Invitee
2	Dr. Abhijit Chirputkar	Director, SIDTM	External Invitee
3	Dr. Sharvari Shukla	Director, SSI	External Invitee
4	Dr. Parimala Veluvali	Director, SSODL	External Invitee
5	Dr. Bhushan Borotikar	Head, SCMIA	External Invitee

(Image-1: 40th IQAC meeting of SIU)

Hon'ble Vice-Chancellor Dr. Rajani Gupte, Chairperson IQAC and Dr. Hardik Vachharajani, Director IQAC welcomed all the internal and external IQAC members to the 40th IQAC meeting.

Director IQAC introduced two new IQAC members, Dr. Dharmendra Pandey, Head-Quality Assurance along with Ms. Sheetal Barde, Associate Professor, SCON, and Head of Criteria-V, Student Support and Progression.

Dr. Dharmendra Pandey informed all members about his previous work experience in quality management in higher education.

Dr. Asmita Dani, Director of Academics was also welcomed as she has joined SIU recently. Dr. Asmita Dani gave a brief introduction to her academic career.

Director IQAC took up the agenda points for discussion.

Mr. Pradeep Bhargava, nominee from management appreciated the IQAC activity where the constituents and departments present and share the best practices and quality initiatives of the respective constituents and departments.

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ITEM NO.1

To confirm the minutes of the 39th IQAC Meeting held on 22nd September, 2022.

Minutes of the 39th IQAC Meeting held on 22nd September, 2022 were discussed and confirmed.

Resolution Item No.1: IQAC: 09.01.2023

Resolved that the minutes of the 39th IQAC Meeting held on September 22nd, 2022 are hereby confirmed.

ITEM NO.2

Review of Action Taken Report (ATR) of the 39th IQAC Meeting held on 22nd September, 2022.

Members were briefed on the action taken report of the points discussed in the 39th IQAC meeting held on 22nd September, 2022.
Mentioned ATR pointers were explained in depth to all the members by Director IQAC.

- Director IQAC highlighted that Mr. Jivesh Govil, nominee from employer will guide Prof. Harshad Gune for the improvement of DMC w.r.t. handling of data centrally.
- Dr. Bhama Venkataramani, raised a point on Digi Locker and Academic Bank of Credits (ABC). Hon'ble Vice-Chancellor gave a brief about ABC and explained how it works. Given below is the present status of ABC at SIU.
  SIU continues to build a transformative educational experience for students and its academic community, aligning with the NEP 2020. Following the UGC guidelines, SIU is taking the necessary steps to familiarize stakeholders and institutionalize the ABC across its constituents. SIU registered for the ABC with registration number ABC00363331627806802. With the implementation of ABC, SIU is poised to accomplish the ABC goals, such as allowing students to tailor their programmes and facilitating horizontal mobility across HEIs.
- Mr. Pradeep Bhargava raised a point on interdepartmental disciplinary research and technology transfer. He wanted SIU to encourage both by giving attractive incentives for it.
- Hon'ble Vice Chancellor suggested that they can have a group of good researchers who can be groomed by Mr. Pradeep Bhargava for technology transfer as there is potential in this.

Resolution Item No.2: IQAC: 09.01.2023

Resolved that members noted the points, appreciated the work done by the constituents and department, and suggested completing the ongoing activities.

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ITEM NO.3

To inform about the status of AQAR for A.Y 2020-21 and A.Y 2021-22.

Director IQAC updated about the AQAR status. He mentioned that as per NAAC, the revised deadline for all pending AQAR's including the A.Y 2021-22 is 28th February 2023. AQAR for A.Y 2020-21 has been submitted on 30th December 22.

The preparation of AQAR for A.Y 2021-22 is in process. The necessary information about the same is communicated to all stakeholders. QMB has initiated a series of online training on the AQAR 2021-22 process and it has been well received by constituents. AQAR introduction session had 256 participants. Criterion-I session had 130, Criterion-II had 100, Criterion-III had 104, Criterion-IV had 131, Criterion-V had 84, Criterion-VI had 115 and Criterion-VII had 108 participants.

Resolution Item No.3: IQAC: 09.01.2023

Resolved that members noted the status of AQAR for A.Y 2020-21 and A.Y 2021-22 and appreciated the work done by all.

ITEM NO.4

To discuss the proposed initiatives by Criterion Head of Criterion-I Curricular Aspects and the way forward w.r.t NAAC Cycle-4.
Dr. Abhijit Chirputkar, Director of Symbiosis Institute of Digital and Telecom Management (SIDTM) and Head of Criteria-I discussed following Criteria-I metrics.

1. **National, regional and local initiatives:** Curricula developed and implemented have relevance to the local, national, regional and global developmental needs, which is reflected in the Programme outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the Programmes offered by the University. The SIU has specific guidelines for this criterion and we are also proposing the new insights to this clause to be implemented across all the programs under SIU to comply with these guidelines. This carries 20 marks to the University and an important point in Criterion-I.

2. **Value Added Courses (VAC) at SIU (Criteria 1.3.2 and 1.3.3):** SIU has devised guidelines in relation to Value Added Courses to be offered to students and the same is implemented in all the constituents. These two metrics deals with offering of VAC to students and how many students have enrolled and completed these courses. These VAC should basically deal with transferrable and life skills offered to the students. This carries 20 marks to the University and is an important metric in Criteria-I.

Mr. Pradeep Bhargava suggested while creating VAC, SIU should align it with National level policies.

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Below are important National Policies/Schemes applicable to relevant programmes.

Sr No	National Policies/ Schemes	Faculty	Programmes Offered	Constituents
1	National Telecom Policy, 1994 and National Digital Communication Policy, 2018	Faculty of Management	MBA (DTM)	SIDTM
2	National Energy Policy, 2017 (NITI Ayog) and National Offshore Wind Energy Policy		MBA (EE)	SIIB
3	National Agriculture Policy, 2000		MBA (AB)	SIIB
4	National Policy on Skill Development and Entrepreneurship, 2015		MBA (IE)	SIBM
5	National Strategy for Financial Education (RBI-NSFE: 2020-2025)		MBA (B & F)	SSBF
6	National Infrastructure Pipeline 2019-25		MBA (IDM)	SCMHRD
8	National Policy on IT, 2012 and Software Products (NPSP) – 2019	Faculty of Computer Studies	MBA (ITBM)	SCIT
9	National Cyber Security Policy		M.Sc. (System Security), MBA (IT)	SICSR
10	Data Protection and Privacy, Information Technology Act, 2000	Faculty of Law	LLB	SLS
11	National Health Policy, 2017	Faculty of Health Sciences	MBA (Healthcare)	SIHS
12	National Sports Policy, 2001		MBA (Sports), DSRW	SSSS
13	Economic Policy	Faculty of Humanities and Social Sciences	M.Sc. (Economics)	SSE
14	National Policy on (Official) Statistics		M.Sc. (Applied Statistics)	SSI
15	National Policy on IT, 2012	Faculty of Engineering	B.E.	SIT
16	National Centre of Geo-Informatics		M.Sc. in Geo-Informatics	SIG

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Dr. Abhijit Chirputkar, Hon'ble Vice-Chancellor Madam and Dr. Pravin Dange, Head - Academics gave a detailed information about the Value-Added Courses (VAC) and its operational guidelines. The types of VAC were also discussed.

Below mentioned are operational guidelines for VAC

- VAC be identified and delivered at the institute level. The institutes should plan and decide VAC in advance based on the feedback from the stakeholders. The institute should prepare a brochure, get it approved from PRC, QIC. It should be formed as a part of the catalogue of SIU.

- VAC is not charged to the students.

- SIU plans to devise its own VAC in due course of time like "Vasudhaiva Kutumbakam" or SIU MOOCs.

- All the VAC must be assessed.

- For online VAC, the institutes can refer to only AICTE/NPTEL/SWAYAM courses.

- The certificate to be given to the students in the standard format post successful completion of the VAC assessment.

- The minimum number of VAC should be one in each semester /four in a two-year programme

- As per the recent UGC guidelines on curriculum and credit framework for undergraduate program, 2022: Value added courses will be common to all UG students and for 3 years / 4 years UG program the VAC will be 6-8 credits.

Sustainable Development Goals (SDGs) integration of Symbiosis School of Economics (SSE) with programmes, projects and other student activities were appreciated by Director IQAC.

Resolution Item No.4: IQAC: 09.01.2023

Resolved that members noted the proposed initiatives by Criterion Head of Criterion-I Curricular Aspects and the way forward w.r.t NAAC Cycle-4.

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ITEM NO. 5

To discuss the proposed initiatives by the Criterion Head of Criterion-II Teaching Learning and Evaluation and the way forward w.r.t NAAC Cycle-4.

Dr. Parimala Veluvali, Director of Symbiosis School for Online and Digital Learning (SSODL) and Head of Criteria-II discussed below pointers of Criteria-II metrics.

1. **Framing of university policy and guidelines on assessments of learning levels of the students, devising strategies for advanced and slow learners, and mechanisms to monitor their effectiveness:** Presently, each constituent follows its policy on learner diversity and undertakes initiatives for advanced and slow learners. To bring in some uniformity and consistency in the methodology applied for assessment and to provide guidance to institutes on measuring the effectiveness of the strategies, it is important to devise a broad framework at the University level.

   A committee to be constituted by the QMB to frame a policy for SIU to be implemented from the A.Y 2023-2024

   There was a discussion on mentioned points by the members

   - The identification is to be done as per NAAC expectations i.e. 'Early assessment of learning levels'.
   - All members recommended 'course wise' allocation/classification should be made for advanced and slow learners.
   - Members recommended SIU should have a centralized Mentor Mentee policy. QMB will initiate the formulation of the Mentor Mentee policy through Students Welfare

2. **The review of the University policy on Outcome Based Education:** Currently SIU has adopted Outcome Based Education (OBE) for its programmes with the intent of establishing a virtuous cycle of academic quality improvement where outcomes are defined, the curriculum is designed and delivered to meet the outcomes, performance on the outcomes are assessed, and lessons learned from the outcome attainment analytics is used to improve curriculum design and delivery.

   Presently only direct measures are applied for measuring outcomes attainment. Indirect measures may help explain results obtained from a direct assessment, as well as give insights into how students/alumni perceive aspects of our programs. It is therefore suggested that the current policy of OBE be reviewed and evaluate the need and feasibility of indirect measures of outcome attainment to be included in OBE. Academic department to initiate the review of this policy.

Resolution Item No.5: IQAC: 09.01.2023

Resolved that members noted the points covered under Criterion- II metrics.

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i. *Further resolved to constitute a committee to devise a policy on learner diversity to create some uniformity among constituents in dealing, for example, with slow and advanced learners.*

ii. *Further resolved that the measurements of the attainment of OBE be refined to include indirect measures.*

iii. *Further resolved to constitute a committee to devise a Mentor Mentee policy.*

ITEM NO. 6

To discuss the key initiatives and action from constituent-level Quality Improvement Cells.

Director IQAC shared the details of the major events and activities held at SIU and Constituents.

Mentioned are few of the noted events.

Sr No	Activities / Event
1	National Conference on Research in Health and Biomedical Sciences
2	Visit by Hon'ble Minister for Aayush
3	Visit by Hon'ble Minister of State (Independent Charge, Ministry of Science and Technology and Earth Sciences)
4	Master Class by Indonesian Chef Vindex
5	Book release 'Rise of China' and 'A World without War'
6	Annual International Research Conference SIMSARC
7	19th Convocation Ceremony
8	Inauguration of Meditation Hall
9	Dilip Padgaonkar Memorial Lecture
10	ISRO Disaster Management Sponsored Training Program

Few key initiatives that have brought significant quality improvements at SIU are given below

1. Symbiosis Institute of Computer Studies & Research (SICSR) has come up with a creative initiative. The constituent made use of International names for various quality initiatives. The names used are Chishiki (knowledge), Sameeksha (evaluation), Pravidhi (technology), Informatica (computing), Hurukuro (conservation), Pencerahan (enlightenment), Forschung(research) and Keiken(experience).

2. Research cell of Symbiosis School for Liberal Arts, Pune (SSLA) came with a new initiative 'Research Café'. The idea of a 'Research Cafe' is different from a workshop. In a research cafe, there will be no lectures, and the facilitator is not expected to initiate guided activities on the topic. Participants are expected to bring an ongoing research project where

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they are using or plan to use the specific method or framework of analysis or the issue under consideration in a cafe. Participants must submit a working proposal (proposal for an ongoing research project) at least a couple of days before the session.

3. Symbiosis Statistical Institute (SSI) started with 'Institute Research day celebration'. It will be celebrated in the month of November every year. This will help to inculcate a research environment among students of SSI and provide an opportunity to share and present their research ideas and get inputs from experts for fruitful outcomes.
SSI also organised Dr. Hujurbazar memorial lecture series which will start in the month of October for A.Y 2023-24. The broad objective of this memorial lecture is to promote statistical understanding by reaching out to larger communities.

4. Symbiosis Institute of Technology (SIT) came up with an innovative Teaching and Learning processes with different evaluation methods. Computer Science branch has started open book evaluation on coding where students are referring different websites during problems. Hackers rank and reflex assignment in the journal are the few new evaluation methods adopted.
SIT for the 1st time conducted a 21 days induction program for B. Tech 1st year students of the 2022-26 batch, where the Universal Human Values module (AICTE UHP module) has been adopted. It covered six value-aided courses. After completion of this induction program, all the participants received certificates. SIT has collaborated with IIT Bombay for "spoken tutorials".

Resolution Item No.6: IQAC: 09.01.2023

Resolved that members noted and appreciated the key initiatives and actions from constituents' level QICs at SIU.

ITEM NO. 7

To discuss the approval of proposed journals of Symbiosis College of Nursing (SCON) and Symbiosis Centre for Management & Human Resource Development (SCMHRD) for the submission to UGC CARE.

Total of four journals are proposed for submission to UGC CARE, one from SCON and three from SCMHRD. Hon'ble Vice Chancellor suggested that the process needs to be laid down for the approval of proposed and upcoming journals of SIU. A procedure integrating UGC guidelines will be developed collaboratively by QMB and SCRI.

Resolution Item No.7: IQAC: 09.01.2023

Resolved that QMB and SCRI will create a procedure for review of journals for submission to UGC CARE.

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ITEM NO. 8

To discuss about the Academic developments at SIU.

Dr. Asmita Abhijit Dani, Director of Academics informed about the recent academic developments and plan of action for next quarter.

She acknowledged the improvements brought to the department by Dr. Pravin Dange through his contribution to the digitization of processes.
She apprised all the members about the progress of the implementation of four-year UG programs at SIU. She also updated that four-year programmes will be launched from AY 2023-24 as per the guidelines. For the programs governed by statutory councils will be proceeded as per guidelines issued by them.

Dr. Bhama explained multiple entry and exit options for student mobility and shared the preparedness and discussed the challenges.

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Resolution Item No.8: IQAC: 09.01.2023

Resolved that members noted the Academic developments at SIU.

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ITEM NO. 9

To discuss the Quality Initiative at the Department/Centre/Constituent.

1. **Symbiosis Centre for Medical Image Analysis (SCMIA)**
2. **Symbiosis Statistical Institute Pune | SSI- Pune**

The first presentation was done by Dr. Bhushan Borotikar, Head of the Symbiosis Centre for Medical Image Analysis.

The Head of Symbiosis Centre for Medical Image Analysis started with a self-introduction followed by functions of the department in which they have two domains i.e. Clinical and Technical domains. The aim and vision of SCMIA were explained to all the members. The complete funding structure of International and Indian government agencies was also explained.

SCMIA has published papers in International Journals with an average impact factor of 4.98.

SCMIA presented their quality monitoring mechanism elements

- Quality in Research Proposals
- Quality in Ongoing Research Projects
- Quality in Research Publications
- Quality in Mentoring
- Quality in Collaborative Research

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The second presentation was given by Dr. Sharvari Shukla, Director of Symbiosis Statistical Institute (SSI)

Director SSI, presented quality initiatives and informed about the collaborative publications done by SSI students and faculties.

Quality Initiatives at SSI

- **Stats-Buddy:** The objective was to enable (non-stats) students to have one SSI student as their Stat-Buddy who can help them understand, analyse and interpret the collected data, as this would lead to usefulness, awareness and encourage students and faculty members for inter-disciplinary and collaborative research activities.
- **SankhyaBodh:** The objective was to invite people to submit any statistical query and get a quick solution. It was designed to attract more scholars.

- **Anapana:** It is the first session at morning where the students meditate in the classroom for better concentration.

- **Institute Research Day:** The motto was to inculcate a research environment among students.

- **Prof Hujurbazar memorial lecture:** Special approval was taken from the family of Prof Hujurbazar to conduct the memorial lecture. The main objective is to promote statistical understanding by reaching out to larger communities.

- **STAR of the month: Jan 2023:** This encourages students to participate in various co-curricular activities.

  Below mentioned are the few initiatives of SSI

- **Statistics Clinic:** It is a platform bridging the gap between researchers and statisticians. A clinic is an occasion where a professional expert gives advice or training. Any scientific inquiry relies on supporting empirical evidence. Relating empirical evidence to theoretical knowledge is of particular importance to statisticians.
  Statistical Clinic offers free consultation on the matters of research methodology, analysis, and policy advocacy to the broader research community. In regards to the free consultations, committee members suggested starting with chargeable consultations.

- **Lunch Talks:** G-lunch includes free talks, open discussions, remote area, slow learners, critical time, support students, and more engagement during the lockdown.

- **Stats-Talk:** It is a random talk walk to engage students with outside experts and alumni groups and networking to freshen the minds of the students.

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Resolution Item No.9: IQAC: 09.01.2023

Resolved that members noted and appreciated the best practices and initiatives implemented at SCMIA and SSI.

ITEM NO. 10

To seek the suggestions/ feedback from all stakeholders.

Mr. Nilesh Nikam, nominee from stakeholders suggested SIU to help the urban local body.

Mr. Vipul Chaudhari, nominee from student came up with two suggestions:

1. Constituents should start bridge courses to cater to students with diverse academic backgrounds.

2. To come up with a digitized process for attendance, entry and exit from the campus.

Resolution Item No.10: IQAC: 09.01.2023

Resolved that members noted suggestions/ feedback from all stakeholders.

i. *Further resolved that SIU/ constituents to initiate communication with concerned municipality committees.*

ii. *Further noted that the bridge courses will be started at the constituents.*

iii. *It was further resolved that the members noted the recommendation to digitise the entry, exit, and attendance processes. One of the SIU campuses to launch the digitisation on trial.*

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Any other points with the permission of the Chair

Hon'ble Vice-Chancellor announced to the IQAC that SIU received 'A++' grade in third cycle of NAAC Accreditation.

She appreciated and thanked everyone for their contribution.

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

10|02|23

Director of the IQAC

IQAC- 40/ 09/01/2023

Date: 30/01/2023

Chairperson   7|2|23.