



# SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under section 3 of the UGC Act, 1956)

Re-accredited by NAAC with 'A' grade

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

## ACTIONS TAKEN ON THE RESOLUTIONS PASSED BY IQAC MEMBERS (Meeting 5<sup>th</sup> March 2018)

Item no.	Minutes of meeting	Resolution	Action Taken	Remark
1.	To confirm the minutes of meeting of IQAC held on 09 <sup>th</sup> October 2017	Resolved that the minutes of IQAC meeting held on 09 <sup>th</sup> October 2017 are hereby confirmed	Completed	
2.	Action Taken Report.	Resolved that the action taken report w.r.t IQAC meeting held on 09 <sup>th</sup> October 2017 was here by approved.  Resolved that STLRC to video record the sessions instead of audio alone, further suggested to complete this task at the earliest.	Completed  Ongoing	Head STLRC to present status update in the subsequent meetings.
3.	To update members about AQAR submission to NAAC.	Resolved that the Annual Quality Assurance Report (AQAR) 2016-2017 was submitted to the NAAC as per the norms and received acknowledgement	Completed	
4.	To update members about road map on revised guidelines given by NAAC.	Resolved that the road map on revised guidelines given by NAAC was noted by members and implementation plan was approved.	Completed	IQAC department to initiate actions in reference with approved implementation plan.
	▪ To Provide programme objectives / learning outcomes for all Programmes.	Resolved that to develop programme objectives / learning outcomes for all Programmes.	Ongoing	Academics department to initiate the necessary actions. Head Academics to present action taken status update in the subsequent meetings.



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<ul style="list-style-type: none"> <li>Course Catalogue System to be modified.</li> </ul>	Resolved that Course Catalogue System to be modified.	Ongoing	Academics department to initiate the necessary actions. Head Academics to present action taken status update in the subsequent meetings
<ul style="list-style-type: none"> <li>Implementation of on-line feedback System at SIU level.</li> </ul>	Resolved that Implementation of on-line feedback System at SIU level to be taken up concerned authorities.	Online	IQAC department to follow with concerned, and to update members on action taken status in the upcoming meetings.
<ul style="list-style-type: none"> <li>Provision to be made in timetable for mentoring of students.</li> </ul>	Resolved that provision to be made in timetable for mentoring of students.	Ongoing	Academics department to coordinate with constituents and to initiate the necessary actions. Head Academics to present action taken status update in the subsequent meetings.
<ul style="list-style-type: none"> <li>Developing Research Manual.</li> </ul>	<ul style="list-style-type: none"> <li>Resolved that concerned department to initiate development of a structured University Research Manual with all necessary formats of various applications.</li> </ul>	Completed- This input has been shared with SCRI Department	Head SCRI to initiate development of research manual and to present status update in the subsequent meetings.
<ul style="list-style-type: none"> <li>Video/link of e content developed by teachers to be uploaded on LMS.</li> </ul>	Resolved that Video/link of e content developed by teachers to be uploaded on LMS	Ongoing- This input is shared with concerned.	Head STLRC to Coordinate with concerned to upload video links



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				on the LMS. Action taken status to be discussed in the subsequent meetings.
	<ul style="list-style-type: none"> <li>All the activities undertaken by the Institutes and SIU departments as quality initiatives including digitalization /automation of process, workshops, quality related trainings programmes to be reported.</li> </ul>	Resolved that all the activities undertaken by the constituents as quality initiatives including digitalization /automation of process, workshops, and quality related trainings programmes to be reported to concerned authorities and the same should be mentioned in their QA initiatives.	Completed	IQAC department to coordinate & follow up with concerned. Action taken status to be discussed in the subsequent meetings.
5.	To update members about revised Outcome Metrics Performance Indicators (OMPI) parameters.	Resolved that the OMPI revised parameters were noted by the members.	Completed	
6.	Action Plan for conducting AQAR and OMPI audit for Academic year 2017-18.	Resolved that the action initiated by IQAC for conducting AQAR and OMPI audit was noted and suggested to proceed with AQAR and OMPI.	Completed	Head IQAC to update members on the status of AQAR & OMPI audits in the upcoming meetings.
7	Progress on NAAC observations/recommendations.	Resolved that members were noted the progress of closure of observations and subsequent actions taken and planned in this regard	Completed	
8	To discuss Quality Initiatives at SIU Administrative departments. (Presentations to be made by Head-STS and Deputy	Resolved that the Deputy Librarian to implement processes to keep track of issue of reference books and purchase of software for differently abled students.	Ongoing	Deputy Librarian to present action taken status in the subsequent meetings.



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	Librarian)	Resolved that Deputy Librarian to visit good libraries to adopt best practices from them.	Completed- Deputy Librarian is informed to visit Bangalore campus library after obtaining permission from the authorities.	
9	Comments/Suggestions to enhance quality of functions of Administrative departments.	Resolved that to explore the possibility of collecting Feedback on curriculum by Employers or any other committee in BoS.	Ongoing	Academics department to coordinate with the concerned. Head Academics to present status update on the same in the subsequent meetings.
		Resolved that to develop a process enabling identification of slow/advanced learners.	Ongoing	Academics department to initiate the necessary actions. Head Academics to update the members on action taken status in the upcoming meetings.
		Resolved that Mid-term review of TROIKA action points to be conducted.	Completed – Concerned team members have been informed.	Concerned team members to provide status update in the subsequent meetings.
10	Presentation by Institute Quality Assurance coordinators.	Resolved that the members appreciated work done by SIG, SSBF, SIMS and SID.	Completed	



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		Resolved that SIMS to explore the possibility of improving faculty count, Concerned authorities to take necessary actions.	Ongoing	Director SIMS to coordinate with the authorities and to update members on the action taken status in the subsequent meetings.
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**IQAC Coordinator**

**Chairperson**