



SYMBIOSIS INTERNATIONAL UNIVERSITY

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

Re-accredited by NAAC with 'A' grade

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

Minutes of the 19th Meeting of Internal Quality Assurance Cell (IQAC) held on 27th April 2017 at 9:50 am in the Conference Hall, S B Road, Pune.

The following members were present: -

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| 1. Dr. Rajani Gupte | Chairman |
| 2. Dr. M S Shejul | Member-Administrative Officer |
| 3. Mr. Anand Deshpande | Member-Administrative Officer |
| 4. Mr. Anand Singh | Member-Administrative Officer |
| 5. Mr. Anupam Siddharth | Member – Teaching |
| 6. Dr. Pravin Dange | Member – Teaching |
| 7. Dr. Vijaykumar Bharati | Member – Teaching |
| 8. Mr. Abhijeet Chirputkar | Member – Teaching |
| 9. Dr. Sammita Jadhav, SIHS | Member – Teaching |
| 10. Dr. Surya Rashmi Rawat | Member – Teaching |
| 11. Ms. Khushbu Thadani | Member – Teaching |
| 12. Dr. Shekhar Bhame | Member – Teaching |
| 13. Ms. Nandini Hate Mane | Nominee from Local society |
| 14. Mr. Tushar Sharma | Alumni Representative |
| 15. Mr. Pradeep Bhargava | Industry Nominee |
| 16. Mr. Anant Sardeshmukh | Industry Nominee |
| 17. Dr. Manisha Ketkar | IQAC Coordinator |
| 18. Dr. Urvashi Rathod | Head SCRI (Special Invitee) |
| 19. Ms. Shraddha Chitale | COE (Special Invitee) |
| 20. Dr. Sonal Shree | Institute Quality Assurance Coordinator
-SIBM-P(Special Invitee) |
| 21. Ms. Apoorva Kulkarni | Institute Quality Assurance Coordinator
-SCIT (Special Invitee) |

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

- | | |
|------------------------|----------------------------|
| 1. Ms. Sneha Khandekar | Member, Management |
| 2. Mrs. Usha Kakade | Nominee from local Society |
| 3. Mr. Harshad Oak | Alumni Representative |
| 4. Ms. Palak Gupta | Student Representative |
| 5. Mr. Chinmay Pethe | Student Representative |

The Hon'ble Vice-Chancellor Madam and IQAC Coordinator welcomed all the members to the 19th meeting of SIU Internal Quality Assurance Cell.



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IQAC Coordinator gave a presentation, taking the members through the agenda points.

ITEM NO. 1

To confirm the minutes of the meeting held on 22nd December 2016.

Minutes of the earlier IQAC meeting held on 22nd December 2016 were discussed and confirmed.

Resolution Item No.1: IQAC: 27.04.2017

Resolved that the minutes of the 18th meeting of IQAC held on 22nd December 2016 are hereby confirmed.

ITEM NO. 2

To discuss plans and schedule of AQAR and OMPI audit 2016-2017.

Members were briefed about the schedule of the AQAR and OMPI audit to be held in the month of July 2017.

Resolution Item No.2: IQAC: 27.04.2017

Resolved that AQAR and OMPI audit be carried out.

ITEM NO.3

To discuss the progress of action taken on the plan of action decided at the beginning of the A.Y 2016-2017.

In AQAR 2015-2016 submitted to NAAC, SIU mentioned a future plan of action for the year 2016-2017. Members were updated with the action taken on the plans decided at the beginning of the year. Members noted the points.

Resolution Item No.3: IQAC: 27.04.2017

Resolved that the members noted the progress on action taken on the plans decided at the beginning of the A.Y 2016-2017.

ITEM NO. 4

To brief members about the UGC visit.



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The Hon'ble Vice-chancellor briefed members on the UGC visit which was scheduled from 12th April to 15th April 2017. Members asked about the difference in evaluation parameters of UGC and NAAC, on which the IQAC Coordinator briefed the members on the same.

Resolution Item No.4: IQAC: 27.04.2017

Resolved that the UGC visit schedule and difference in evaluation parameters of UGC and NAAC were noted by members.

ITEM NO. 5

To update members on ranking received from the National Institutional Ranking Framework (NIRF): Members were briefed on the rankings received from NIRF. The members mentioned that SIU should focus on parameters that carry more weightage- especially Research.

Resolution Item No.5: IQAC: 27.04.2017

Resolved that the members note the rank achieved by the university and further suggested making concerted efforts to improve the NIRF ranking next year.

Any other item with the permission of the chair.

ITEM NO. 6

To discuss Quality Initiatives at SIU Administrative departments.

(Presentations to be made by Heads of Department – Examination, and SCRI)

A brief presentation was made by COE and Head SCRI which reflected the process and quality initiatives taken in their departments. Members appreciated the initiatives of the exam department and made a remark that they had never heard of such measures taken by the exam department of any other university. Mr. Bhargava suggested generating a case study with Industry for management students.

Resolution Item No.6: IQAC: 27.04.2017

Resolved that the members noted the points and appreciated the efforts of the examination department, suggested continuing the same.



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Resolved that to explore the Possibility of generating case studies with collaboration from Industry for management students, concerned departments, and constituents to take necessary actions.

ITEM NO. 7

Presentation by Institutional quality assurance coordinators.

Institutional quality assurance coordinators of SLS-P, SIBM-P, and SCIT briefed the members about quality initiatives being undertaken at their respective institutes. Mr. Bhargava pointed out the ratio of teaching faculty members and Students at SIBM-P. And said that as compared to students, faculty members are fewer.

Resolution Item No.7: IQAC: 27.04.2017

Resolved that the members appreciated work done by SLS-P, SIBM-P and SCIT.

Resolved that SIBM-P to focus on improving the student-teacher ratio, concerned authorities to take necessary actions.

ITEM NO. 8

To inform the members regarding the change in nomenclature of "Symbiosis School of Biomedical Sciences" to "Symbiosis School of Biological Sciences"

Resolution Item No.8: IQAC: 27.04.2017

Resolved the information regarding the change in nomenclature from "Symbiosis School of Biomedical Sciences" to "Symbiosis School of Biological Sciences"

ITEM NO.9

To inform the members regarding the collaborative initiatives taken by the University during the A.Y 2016-2017.

Hon'ble Vice-Chancellor gave a brief description of the collaborative initiatives in the University for student and faculty exchange programs and joint research.

- J F Oberlin Japan.
- Washburn University USA.
- Takasaki University of Commerce Japan.
- Kampala University Uganda.

Resolution Item No.9: IQAC: 27.04.2017



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Resolved that the information regarding the collaborative initiatives taken by the University during the A.Y 2016-2017 is hereby noted by the members.

ITEM NO. 10

To review the below-mentioned Policies:

- **Code of Ethics of the University:** Organization but the supportive mechanism to establish better connection, coordination, and cooperation between the organization and all its stakeholders. Moreover, the articulated Code of Ethics helps in the process of decision-making during the situation of dilemmas or/and if the situation is debatable
- **Policy on E-Governance of the University:** In the education domain, like all other professional walks of life, e-Governance solution with their tools of information technology plays a very vital role in the various aspects like Admissions, Finance, Library, Examination, Administration, Academics, and so on. Realizing the extensive effect of e-governance with respect to information, transparency, time efficiency, inclusiveness, and responsiveness; Symbiosis International University has created a robust IT infrastructure and facilities at the university and its Constituents
- **Policy on Infrastructure Management & Maintenance:** This policy for Infrastructure Management of Symbiosis International University has been formulated for managing infrastructure through need analysis considering the guidelines of statutory bodies and developments in technology including educational technology; procurement of infrastructure ensuring its quality and cost; upgradation from time to time; proper accounting and safeguarding by allotting inventory numbers on each equipment and maintaining asset register, upkeep of the equipment through regular cleaning, preventive and corrective maintenance including Annual Maintenance Contracts; insurance against damage and theft and writing off of obsolete equipment. Appropriate equipment and its maintenance and upkeep are essential for quality academics and efficient administration. A comprehensive policy for Infrastructure Management has therefore been prepared and implemented.

Resolution Item No.10: IQAC: 27.04.2017

Resolved that the information regarding the policies are hereby noted by the members.

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 19 - 27.04.2017

Date: 30.04.2017

Chairperson