



# 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 20th meeting of Internal Quality Assurance Cell (IQAC) held on 21<sup>st</sup> June 2017 at 10:00 am at SIU, Lavale.

The following members were present: -

1. Dr. Rajani Gupte	Chairman
2. Dr. MS Shejul	Member-Administrative Officer
3. Mr. Anand Deshpande	Member-Administrative Officer
4. Mr. Anand Singh	Member-Administrative Officer
5. Dr. Pravin Dange	Member-Teaching
6. Mr. Anupam Siddharth, SCMC	Member – Teaching
7. Mr. Abhijeet Chirputkar, SITM	Member – Teaching
8. Dr. Vijaykumar Bharati, SCIT	Member – Teaching
9. Dr. Sammita Jadhav, SIHS	Member – Teaching
10. Ms. Khushbu Thadani, SSE	Member – Teaching
11. Dr. Shekhar Bhame, SIT	Member – Teaching
12. Mr. Pradeep Bhargava	Industry Nominee
13. Mr. Anant Sardeshmukh	Industry Nominee
14. Dr. Manisha Ketkar	IQAC Coordinator
15. Dr. Tarun K Singhal	Member – Teaching
16. Dr. Surya Rashmi Rawat, SLS	Member – Teaching

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

1. Ms. Sneha Khandekar	Member – Management
2. Mrs. Usha Kakade	Nominee from local Society
3. Ms. Nandini Hate-Mane	Nominee from local Society
4. Ms. Palak Gupta, SID	Student Representative
5. Mr. Chinmay Pethe, SSBS	Student Representative
6. Mr. Harshad Oak, SICSR	Alumni Representative
7. Mr. Tushar Sharma, SIMS	Alumni Representative

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



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## ITEM NO. 1

**To confirm the minutes of the meeting of IQAC held on 27<sup>th</sup> April 2017**

Minutes of the IQAC meeting held on 27<sup>th</sup> April 2017 were discussed and confirmed.

*Resolution Item No.1: IQAC: 21.6.2017*

*Resolved that the minutes of the IQAC meeting held on 27<sup>th</sup> April 2017 are hereby confirmed.*

## ITEM NO. 2

**To discuss Quality Initiatives adopted at Institutes for the A.Y. 2016-2017**

The following points were discussed for Quality Initiatives adopted at Institutes during the A.Y 2016-2017.

### 1. Curriculum Development

The University and its constituents follow a planned, purposeful, and systematic process of enriching the curriculum. The quality improvement strategies adopted by the University and its constituents include the following:

- Periodic review of the curriculum
- Curriculum review workshops are conducted.
- Capsule Courses on contemporary issues and Seminars have been conducted
- Academic audit is conducted after the end of every semester to evaluate the teaching and learning practices.

### 2. Teaching and Learning

The University and its constituents lay thrust on effective teaching to achieve the desired learning outcomes.

During the year various initiatives have been undertaken to enhance teaching and learning outcomes.

- All the programs offered have well-defined objectives.
- A detailed lesson plan for each course is shared with the students at the beginning of the semester.
- A dedicated Assurance of Learning Team (AOL) looks into the development of learning goals and traits. Evaluation of each subject is linked with measuring the traits.
- The syllabus of each course is provided to students before the beginning of the semester which includes the learning goals and traits.

*Resolution Item No.2: IQAC: 21.6.2017*

*Resolved that the Curriculum Development quality improvement strategies adopted by the University were noted by members and suggested to continue the same.*

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*Resolved that the teaching-learning initiatives being adopted by the university were noted by the members and suggested to continue the same.*

## ITEM NO. 3

**To discuss on the progress of action taken on the plan of action decided at the beginning of the A.Y 2017-2018.**

Members were briefed on the plan of actions charted for Academic Year 2017-18. Members discussed and deliberated on the plans, subsequent progress on actions taken on proposed plans. Members noted the points.

*Resolution Item No.3: IQAC: 21.6.2017*

*Resolved that the progress on action taken based on the plan of actions charted at the beginning of the year is noted by members.*

## ITEM NO. 4

**To discuss the establishment of specialized Research centres in the University.**

The Hon'ble Vice-Chancellor briefed members on the initiatives of establishing specialized Research centres in the university and the brief scope of activities of such centres.

*Resolution Item No.4: IQAC: 21.06.2017*

*Resolved that the initiatives for establishing specialized Research centers, their brief scope was discussed and noted by members.*

## ITEM NO. 5

**Initiate to constitute program review committee (PRC).** Members were briefed on the initiative of constituting programme review committee at the Institutional level in order to initiate, monitor and implement all academic-related initiatives and to ensure the implementation of planned initiatives at respective institutions.

Further, it was discussed that while constituting the committee, the Quality assurance coordinator at the institute level shall need to be mandatorily included in the Quorum. All the initiatives planned and discussed in PRC shall need to be ratified in the IQAC.

*Resolution Item No.5: IQAC: 21.6.2017*

*It is resolved that PRC to be constituted at the institutional level, shall need to follow the suggestions while constituting the committee. Head Academics to coordinate with constituents. Intuitional Quality assurance coordinators to report timely status updates to IQAC*



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## ITEM NO. 6

### **To discuss the need to have more senior faculty on board.**

Members discussed the need for having more senior faculty on board, so as to enhance teaching and learning, and research activities and to nurture junior faculty. The Vice-Chancellor mentioned that this was difficult in certain domains like Law, Design, and Media.

### *Resolution Item No.6: IQAC: 21.6.2017*

*Resolved that the need for having more senior faculty on board has been discussed by members and further resolved that these inputs shall be shared with the HR department for taking necessary actions.*

## ITEM NO.7

### **To discuss the strengthening of Alumni engagement at the University.**

Members discussed the scope for strengthening alumni associations thereby enhancing various engagements, activities, and meetings being organized. Dr. Chirputkar and Dr. Jadhav shared that Institutes conduct several activities with Alumni. Hon'ble Vice-Chancellor briefed members that the university is planning to establish a separate department for handling Alumni engagements at the level of the University at the earliest. To leverage the excellent Alumni positions.

### *Resolution Item No.7: IQAC: 21.6.2017*

*Resolved that the initiative of establishing a separate department for handling Alumni engagements at the university level shall be carried forward.*

**Any other item with the permission of the chair**

## ITEM NO. 8

### **To discuss the plan of action for the Academic year 2015-2016.**

The following points were discussed as the plan of action for the academic year 2015-2016.

1. To participate in QS BRICS/Star/NIRF ranking.
2. To expand Internationalization.
3. To provide increased access to databases for student learning.

### *Resolution Item No.8: IQAC: 21.6.2017*



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1. *Resolved that the proposals for new academic programs be submitted to appropriate University authorities*
2. *Resolved further that programs in the health Skill sector in line with the national policy be initiated*
3. *Resolved further that International Relations Conference 2015 - Link West: India and the Gulf be organized*
4. *Resolved further that the proposal of the establishment of an Incubation Cell for Entrepreneurs be submitted to the University*

## **ITEM NO. 9**

**To inform the members regarding the conferences, seminars, workshops, and orientation programs conducted by the University/Institutes for Faculty and students during the A.Y 2016-2017.**

Head IQAC informed the members that in order to develop and enhance quality culture, the university conducts conferences, seminars, workshops, collaborative initiatives, and orientation programs every year.

SIU conducted 73 conferences, seminars, and workshops as per the attached annexure attached.

*Resolution Item No.9: IQAC: 21.6.2017*

*Resolved that the conferences, seminars, workshops, collaborative initiatives, and orientation programs conducted be and are hereby noted by the member.*

## **ITEM NO.10**

**To inform the members regarding the conduct of PAR for the A.Y 2017-2018**

Hon'ble Vice-Chancellor informs the members, that every year Symbiosis conducts a performance appraisal for all teaching and non-teaching employees.

Non-teaching staff is appraised for the previous calendar year while teaching faculty are appraised for the previous academic year. Every year this process is initiated by HR in the month of Jan for non-teaching staff and in the month of May for teaching staff. Salary revision is implemented every year for staff in the month of July with respective to PAR

*Resolution Item No10: IQAC: 21.6.2017*



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*The information regarding PAR is hereby noted.*

## ITEM NO. 11

**To inform the members regarding the collaborative initiatives taken by the University for the A.Y 2017-2018**

- Helsinki University Finland
- LAHTI UNIVERSITY OF APPLIED SCIENCES (LAMK) Finland

*Resolution Item No.11: IQAC: 21.6.2017*

*Resolved that the information regarding the collaborative initiatives taken by the University for the A.Y 2017-2018 is hereby noted by the members.*

## ITEM NO. 12

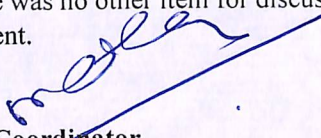
**To inform the members regarding the Guidelines of "Constitution of Programme Review Committee (PRC)" for A.Y 2017-2018.**

In pursuit of excellence, the academic governance process of the University is focused on providing high-quality education, aligning itself with the global best practices.

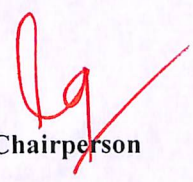
*Resolution Item No.12: IQAC: 21.6.2017*

*Resolved the information regarding the Guidelines of "Constitution of Programme Review Committee (PRC) is 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-20- 21.06.2017  
Date: 24.06.2017

  
Chairperson



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## Annexure: Conferences, Meetings, and Seminars

Names of the workshops/seminars
4thoughts seminar
Agricultural Mechanization and Business Opportunities
AHPI workshop
ALCHEMY
anukram ADAV 2020
Banker Conclave
B-plan workshop by Mr. Rohit Lalwani
Business Analytics
Capsule course on Arbitration
Chaap
Colosseum
commodity Treading
Connexion-Seminar
Construction Project Management-PRIMAVERA Workshop
Converge - Finance ,Contemporary trends in finance and projects
Converge - Marketing and Analytics , Customer Centricity and Analytics
Converge - Project Management, Contemporary Practices in Project Management
Cyber Security Awareness Month
Emerging trends in biomedical sciences
Energy Efficiency & Facility Management
English Communication Workshop
Entreprende 1.0 (National level competition)

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Entrepreneurship Development Program
FDP on Essentials of a Research Project Proposal
FDP on Framework for approval of genetically engineered crops inadequately prepared for deregulation by Margaret Sova McCabe
FDP on Gagne's model of Instruction
Finance Conclave
FinShiksha
Gender sensitization
GNUify
Guest lecture on Are Sustainable Food System Compatible with IPRs? by Margaret Sova McCabe
Guest Lecture on Changing Concept of originality in Copyright by Dr. Anirban Mazumdar, Associate Professor, National University for Juridical Sciences, Kolkata
Guest Lecture on Intellectual Property and Competition Law by Prof. Yogesh Pai, Assistant Prof. National Law School Delhi
Guest Lecture on Preparation for Patent Drafting, Patent Information and Registration of IP by Dr. Jaya Murthy, Eaton Corporation
Healing effects of Music
HR Summit - HR Agility - The Game Changer in Dynamic Marketplace
IDEA BAZAAR 3.0
Impressa
Independent Directors Resettlement Program
Indias brisk growth challenges and opportunities for healthcare
Integrated Disaster Management Programme (IDMP)
International Conference on communication quotient (ICCQ) 2017
IPR GL
IPR Workshop
ITS-Seminar
Key performance indicator
Lakshya
Lec Dem Kathak
Lec Dem kuchipudi
MBTI
Mergergers and acquisitions
Mr. Ashish kulkarni
National Accreditation Board for Hospitals & Healthcare (NABH)
National Health Policies
National Seminar
National Sports Science Congress
Practical aspects of Laws affecting Mining and Metal companies
Reinforcement of Midwifery Services- Recent Advances in Maternal and Neonatal Care

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SCM in Mumbai for Mumbai Dabbawala
SDG Conference on India 2030
Six sigma Project
Startup Strategy
Strategm
Supply Chain-The McDonald's Way
SYMHEALTH-2017
TEDX
Tedx-Seminar
Women Entrepreneurship Development Program
Workshop - Pune as an Innovation Hub: Towards an SSLA-SEAP Collaboration
Workshop on Evolving Trends in Intellectual Property Law
WORKSHOP ON INTELLECTUAL PROPERTY RIGHT (IPRs)