

MINUTES OF SSSIHL- IQAC MEETING - 20 Jan 2022

Date: 20 Jan 2022

Time: 3.10- 4.55 pm

Venue: Online (G-Meet)

Members Present:

- 1) Prof. C B Sanjeevi – Vice-Chancellor
- 2) Prof. B.Sai Giridhar – Registrar
- 3) Sri Sanjay Sahni – Controller of Examinations

- 4) Dr. (Miss) P L Rani - Coordinator IQAC
- 5) Dr. S Balasubramanian - Deputy Coordinator, IQAC

Members

- 6) Sri Madhukar Seshadri
- 7) Dr. G Raghavender Raju, Associate Professor, Economics
- 8) Dr. (Miss) Deepa Seetharaman, Associate Professor, Physics
- 9) Dr. (Miss) N Srividya, Associate Professor, Food & Nutritional Sciences
- 10) Dr. Sayee Manohar K., Associate Professor, Management and Commerce
- 11) Dr. B E Pradeep, Asst. Professor, Biosciences
- 12) Dr. Anandkumar K, Asst. Professor, Biosciences
- 13) Dr. J Krishna Kiran Kumar, Asst. Professor, Chemistry
- 14) Sri K J Srinivas, Doctoral Research Scholar, Management & Commerce
- 15) Miss Sai Kiran M, Doctoral Research Scholar, Chemistry
- 16) Sri K V R K Bhargav, Asst. Manager (Administration)
- 17) Sri Kasi Shanmukha Rao, Asst. Manager (Examinations)

* Dr U. Suma & Mrs Sujatha Raju communicated their inability to attend the meeting.

The meeting began at sharp 3.10 pm with a prayer to the Revered Founder Chancellor, Bhagawan Sri Sathya Sai Baba. The Vice-Chancellor welcomed all the members and invited Coordinator, IQAC, to start the proceedings.

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Dr Rani P L, then began a presentation of the agenda points, after requesting the attendees to make note of points they would like to respond to, at the end.

Agenda Item 1

Briefing about the NAAC accreditation

- The Coordinator-IQAC started the meeting with a quick briefing of the NAAC accreditation that happened recently:
- NAAC 1st & 2nd cycle of accreditation of SSSIHL happened in 2003 and 2010 respectively.
- Since 2016, a lot of thrust has been given for quantitative terms -70% for quantitative and 30% for qualitative metrics.
- Our current grade is 2.9(B++).
- **NAAC gives accreditation based on the following 7 criteria:**
 1. Curricular Aspects (3.43 out of 4)
 2. Teaching-Learning and Evaluation (3.3 out of 4)
 3. Research, Innovations and Extension (2.04 out of 4)
 4. Infrastructure and Learning Resources (3.25 out of 4)
 5. Student Support and Progression (2.8 out of 4)
 6. Governance, Leadership and Management (2.38 out of 4)
 7. Institutional Values and Best Practices (3.72 out of 4)

SSSIHL has scored highest in institutional values (Dimension 7), which is very heartening since it is central to the system. Also, in the case of Curricula, Teaching-learning, and Infrastructure (Dimensions 1, 2 & 4 respectively), SSSIHL has done well. However, a lot of attention needs to be given to research, students support and governance.

The Coordinator then highlighted the Key Indicators, both high & low performance ones. While SSSIHL has got a high score in most of the key indicators, the LPKI (low performance key indicators) are **Student enrollment, Research Publications, Consultancy & Collaborations, Student Participation & Faculty Empowerment.**

- As SSSIHL is a hostel-based, compulsory residential system, hostel accommodation capacity needs to be looked at to increase **Student Enrollment.**
- Regarding **Research Publications**, she clarified that although the institute had a little more than

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500 publications from 160+ faculty members in five years, only a little less than 50% appear in UGC-CARE journals. The rest were in Peer-reviewed/ refereed journals which are not acceptable to NAAC. She insisted that from the perspective of IQAC, awareness needs to be created for every faculty member to publish only in acceptable journals.

- Although Faculty members have been sharing their expertise with industries, she stressed that as we go ahead, this kind of **Consultancy** needs to be well documented. The revenue sharing option needs to be implemented seriously, notwithstanding the core philosophy of SSSIHL.
- The coordinator emphasized that although **Collaborations** have been taking place across the globe from SSSIHL, MoUs need to be signed in the expected legal format using stamp papers wherever required. The problem of numbers and modalities needs to be looked into as we go further.
- She opined that though a lot of students-related activities happen at SSSIHL, documentation as required by NAAC is currently weak, and it needs to be strengthened.
- **Student's career counselling:** at SSSIHL is need-based, and department specific, but there needs to be adequate documentation for the same.
- Although **Faculty** members attend conferences with the prior permission of the administration, many generally do not opt for funding because of reverence to Founder Chancellor Bhagwan Baba's vision. Hence to satisfy the requirement of NAAC and other regulatory and evaluation bodies, *documentation of financial receipts or proof of voluntary foregoing of financial support* would be necessary.

After a self-reflective analysis conducted by the Coordinator and Deputy coordinator regarding the NAAC grade, the following are the general points mentioned for further improvements: Better Performance, Better Documentation, and Better Reporting.

Agenda Item 2

IQAC involvement from Dec 2020- Jan 2022

She further listed out IQAC's involvement and participation in the quality initiatives since October 2020 to the present:

- IQAC reconstituted in Oct. 2020
- General Body Meeting in Nov. 2020
- Jan to Mar 2021: Preparation for NAAC-PTV: Awareness sessions, Mock presentations & Mock NAAC visits to Campuses
- June/ July 2021: IQAC Internal Faculty members meeting to identify quality initiatives. 39-point

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proposal submitted to administration. The administration welcomed it and addressed a few points before the Peer team visit.

- July 2021 - On the request of the administration, the IQAC team got involved wholeheartedly for the planning of online Orientation sessions for Newcomers/ Freshers
- Sept. 2021- NAAC Peer Team Visit
- Oct – Jan 2022: After the NAAC PTV, IQAC was involved in analysis of NAAC grade and preparation for the appeal. Currently, IQAC is preparing AQAR report which needs to be submitted by 31st March 2022 & also participating in recommendations for implementation of the University Management system (UMS), so that data collection from multiple sources can be hassle-free.

The coordinator also briefed about the recommendations given by the peer team after visiting SSSIHL, since it would be expected to be implemented before the next assessment:

- Certain departments were noted as having potential for excellence. They could capitalize that by applying for the grants like UGC-SAP. However certain technical requirements need to be internally met for such initiatives.
- The entire campus needs to be Wi-Fi friendly. SSSIHL has already implemented this wherever necessary along with wired connections.
- There is a need for promoting incubation center in SSSIHL. She said that Administration was working on this.
- IQAC to be more proactive to implement quality initiatives across campuses.
- Hostel accommodations need to be looked at and student enrolment needs to be increased.
- Appointment of Senior professors and also promoting the present faculty members as part of career advancement should be looked at. She said that the administration was already considering this.
- Research infrastructure has to be utilized well. The peer team was very happy that the state-of-the-art facilities in CRIF and CRL are par excellent. More intake of research scholars and applying grants for research need to be considered.
- SSSIHL can think of online education along with the NEP implementation. How the new initiative can be implemented without disturbing the integral education system needs to be looked at.

Agenda Item 3

AQAR preparation updates

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The IQAC team is gearing up for submitting the AQAR 2020-21 with proper documentation by March 2022. The work is ongoing. Now the data collection and collation is in process. After preparing the draft, the IQAC team, the administration, and the statutory body will look into the details before submission. Precision is the topmost priority.

Agenda Item 4

Initiatives planned for quality enhancement

The coordinator charted out the following initiatives that need to be taken for improvement

- Increase awareness about the expectations from faculty, non-teaching staff, administration, and students from the point of view of NAAC
- Improve documentation of relevant data by implementing UMS
- Better reporting methods need to be adopted. Experienced teams and experts should look into reports before submission to avoid oversights.

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Agenda Item 5

Feedback/ Suggestions from members

Sri Madhukar shared his views on the recent NAAC accreditation:

- SSSIHL missed a grade marginally due to data weakness which needs to be addressed.
- Since SSSIHL has not gone for appeal, he enquired about the plan with regard to reassessment application. The Vice-chancellor replied that after making the necessary corrections and ensuring proper documentation, we will plan for reassessment.
- He also said that a lot of quality initiatives need to be taken in the next one year.
- UMS should be top priority.
- The structure and functioning of IQAC needs clear review. Bringing systems in place is very important. IQAC should not just do data collection/ management.
- Everyone should be aware of the process and where data is available. There should be continuous updating of data.
- Arrange Webinar series on topics to complement higher education system (teaching-learning, Virtual lab etc.)
- Communication channels do not seem appropriate as it is person-based or memory-based. This needs internal review.

Dr Pradeep offered a few suggestions:

- To review problems in student enrollment, there is a need for preparation of the data on maximum accommodation in each hostel, and also maximum capacity every department can take.
- Each department needs to be ranked based on the research publications. Subsequently, measures for improvement at the micro-level need to be arrived at. Clear-cut goals at the department level need to be made for this.
- A target needs to be fixed for consultancy assignments for each department.
- There is a need to have adequate number of full-time functional professors, associate and assistant professors. It is one of the prerequisites for getting funding and grants.
- With regard to online education in conjunction with NEP, value-based certificate courses could be extended to external faculty members since it is the forte of SSSIHL.

Dr Anandkumar

- Implementation of UMS would help data collection in a big way.

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Dr Krishna Kiran Kumar

- Being part of IQAC has helped to get familiar with certain processes.
- Guidelines for MoU and SOP need to be communicated clearly to all the members.

The Vice-chancellor responded saying that cross-collaboration needs to be there across departments, and the point about SOP / guidelines would be addressed.

Dr Sayee Manohar K.

- We should follow a bottom-up approach instead of a top-down approach, whereby Hods and faculty members can themselves look into various SSR reports easily available online, and prepare themselves, instead of waiting for the admin to give instruction.

Dr Deepa Seetharam

- Teaching quality is extremely good at SSSIHL, and we need to capitalize on this strength by making faculty members participate in NPTEL, MOOC, etc, for creating necessary content. The administration could give the required support for the same, and treat the development of e-content in lieu of research for CAS etc.
- IQAC could give recommendations to add good peer-reviewed journals in the UGC CARE list. This would enhance the number of publications.

The Vice-chancellor replied by saying that the Administration would give full support for creating e-content if any faculty member came up with the proposal.

Dr Raghavender Raju suggested the following:

- Requirement of UMS as the need of the hour
- Creating awareness about research publications
- Enhancement of visibility of & demand for SSSIHL:
- Have separate admission posters for UG & PG programmes
- Traditional Courses need to be packaged in appropriate labels to attract prospective candidates.
- WhatsApp can be a platform for disseminating information and registering for admission..
- Have multiple entrance venues at different times to attract more students.

Miss Saikiran said:

- We can collect feedback regarding the experience of the students on the integral items. Many students enjoy the integral items which aid personality development.

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Dr Balasubramanian, Dy. Coordinator-IQAC proposed:

- Effective functioning of the IQAC is very important. Functions include evolving parameters for academic-administrative activities, disseminating information to all stakeholders on various parameters etc. IQAC should be constituted as an independent body managed by an IQAC director who directly reports to Vice-Chancellor. Experienced persons (internal or external) who have knowledge of the education system in India could be considered for the role of IQAC director.
- Our website is not optimised for the search engines to list it at top of the search results with regard to the query 'free education institutes' or something similar in nature. This needs to be looked into.

Sri Sanjay Sahni, Controller of Examinations highlighted the following issues:

- Two important documents- the University Manual and SOPs - available on the NAAC website need to be made familiar to all faculty members.
- At the time of implementation of UMS, a Disaster recovery system need to be confirmed. In case the UMS crashes at any point in time, ways to retrieve past data should be easily available.
- IQAC should not just do data compilation, but plan policy initiatives & intervention measures. IQAC can identify Campus-wise personnel for data capture.
- *Going in for NAAC accreditation process during the pandemic has led to some difficulties.*
- Before reassessment, we should remember that the data of the last two years will be weak because of the pandemic.
- Data in the final year is important in many metrics. Last two years sports meet and other competitions could not be conducted in the way NAAC wanted due to ongoing pandemic situations. So, whatever competitions are possible should be initiated online immediately.
- Last two years, students involvement in conventional self-reliance activity has dwindled. An STRC team needs to streamline self-reliance activities/ value-added courses.
- Pass percentage during the pandemic is dropping as the failure percentage is increasing.
- Students do not have access to books/ libraries in online mode. Digital Copies of Textbooks should be made available to students.
- Library accession details in this period also will need attention.
- Metric mapping should be done department-wise, and campus-wise to understand actual performance.
- Internal SOP to be made that can provide methods to monetize our spiritual talks/ HV talks etc for the sake of projection to NAAC as consultancy services.

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- Results declaration is delayed due to delay in finalising the CIE by faculty members. This needs to actually be looked into. IQAC needs to find the bottlenecks and bring solutions to this.
- IQAC should provide SOP for submitting geotagged photos and provide training to staff. There are various users of the same data. IQAC should look at the needs of all the users and prepare a master SOP based on their requirements. To create visibility, the best advertisement is our own students. When they are satisfied, they talk about SSSIHL and bring new students. Word of mouth from students has great value. Faculty members should also be able to focus on individual attention to students.
- Data needs to be scrutinised and verified internally. Standard templates for SSSIHL need to be created whereby uniformity of data is maintained since the same data is needed for AQAR, NIRF, SSR, AICTE etc.

Prof. B Sai Giridhar, Registrar said:

- The CoE has comprehensively covered important points.
- Any support needed from the administration will be provided.

Sri Madhukar observed that

- Eligibility criterion of 60% to apply to SSSIHL could be a major factor affecting student enrolment & demand ratio.
- NAAC SOPs are rapidly changing, especially with NEP coming in.
- Quality should be treated like an ongoing process, and not a part-time thing. In order to handle this in a more professional way, the establishment of the Directorate of Quality needs to be looked at.
- Identify the bottlenecks internally, and find a solution based on that.
- Today's NAAC questions may not be relevant tomorrow. Hence a broader perspective needs to be considered.

Dr Rani P. L

- As per NAAC requirements, IQAC needs to meet every quarter. She proposed meetings in January, April, July and October every year.

The Vice-chancellor ratified it by saying it was very important to follow the NAAC expectations. He mentioned that advance notice of 15 days could be given to members for these meetings.

- Currently, IQAC is spending its time & manpower in data collection and data collation. Quality

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initiatives expected of IQAC are held up because of this. Clerical assistance for data-related work would be appreciated.

The Vice-chancellor reminded that the Registrar has assured all support required.









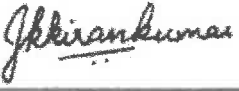




- The Co-ordinator-IQAC made her final point seeking clarity from the administration on what their expectations of IQAC were. Spelling out the roles & responsibilities of IQAC will facilitate smoother functioning.

The Vice-chancellor stressed that whatever NAAC mandates, that should be followed. He expressed the need to share responsibility and succeed together. He also mentioned that meetings with smaller groups would follow for further progress.

The Vice-Chancellor thanked all the members for their valuable inputs in the meeting. The meeting ended with a prayer at 4.55 pm.

Signature of the members:

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S. No.	Name	Signature	S. No.	Name	Signature
1	Vice-Chancellor		9	Dr Deepa Seetharaman	
2	Registrar		10	Dr K Sayee Manohar	
3	CoE	Sanjay Sahni	11	Dr B E Pradeep	
4	IQAC Coordinator		12	Dr B Venkataramana	ABSENT 
5	IQAC Dy. Coordinator		13	Dr J K Kiran	
6	Dr Raghavender Raju		14	Dr Ananda Kumar	
7	Dr N Srividya		15	Sri Rishi Seth	ABSENT
8	Dr U Suma	ABSENT Noted 	16	Mrs Sujatha Raju	ABSENT

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17	Sri Ashok Gupta	ABSENT	20	Dr Erode Prabhakaran	Present at the beginning of the meeting
18	Sri K J Srinivas	<i>K. J. Srinivas</i>	21	Sri KVRK Bhargav	<i>Bhargav</i>
19	Ms. Sai Kiran	<i>Sai Kiran M</i>	22	Sri Shanmukha Rao	<i>S. Shanmukha Rao</i>

Comments, if any, from the members: