



Office of IQAC –SBV

Ref No: IQAC-SBV/MEETING 1 (2022-23)/ CIRCULAR/ 26<sup>TH</sup> Dec 2022

CIRCULAR FOR MEETING

Meeting Date: 3<sup>rd</sup> January 2023  
Time: 2.30 pm  
Venue: SBV Boardroom

*Approved*  
*[Signature]*  
28.12.2022

S. No	Agenda
1.	Calling of meeting to order; Quorum confirmation; Apologies, if any
2.	Action Taken Report/ Pending actions of the previous meeting
3.	Agenda: For noting: 1. Report on the QER/AAA/AQAR/QS I-Gauge/CAP series 2. Plan on ISO 21001 for Educational organization/ QS Subject ranking/ THE world ranking For Discussion: 3. Frequency of internal audit for departments, Institutes and administrative departments 4. Decentralization of IQAC 5. <i>Margadarshan</i> – NAAC initiative on mentoring other organization for accreditation
4.	Any point from the floor
5.	Closure of meeting

*[Signature]*

Dr. CAROUNANIDY USHA  
Director - Accreditation  
Sri Balaji Vidyapeeth Deemed to be University,  
Pillayaruppam, Puducherry - 605 402.  
INDIA

To  
The Vice-Chancellor  
Through Proper channel

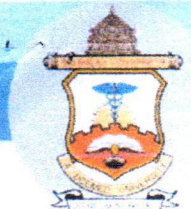
Sir,  
Kindly approve  
the agenda to be  
circulated for the  
IQAC meeting schedule  
on 3<sup>rd</sup> Jan 2023.

Submitted to the Hon'ble VC  
for approval

27/11/2022  
REGISTRAR  
SRI BALAJI VIDYAPEETH  
(Deemed to be University u/s 3 of UGC ACT, 1956)  
Listed as 'DE' of the UGC ACT, 1956  
Awarded by NAAC with 'A++' Grade  
Puducherry - 607 402.

Dr. CAROUNANIDY USHA  
Director - Accreditation  
Sri Balaji Vidyapeeth Deemed to be University,  
Pillayaruppam, Puducherry - 605 402.  
INDIA

*[Signature]*  
27/11/2022



Office of the IQAC  
Ref No: IQAC-SBV/IQAC Meeting /2022-23 / dated 14.02.2023

MINUTES OF THE MEETING

Meeting Date : 03.01.2023  
Time : 2.30 pm  
Venue : SBV, Board Room

S. No	Agenda	Discussion points	Resolutions & responsibility
1.	Calling of meeting to order: Quorum confirmation	The Hon'ble Vice-Chancellor welcomed everybody and called the meeting to order . Adequate Quorum was present. Notified absence of Prof. Ananthkrishnan, Dr. Kartik J Salwe, was informed to him.	
2.	Action Taken Report/ Pending actions of the previous meeting	<p><b>1. Data management system for SBV:</b> Dr. Jagan Mohan R stated that the committee was formed as instructed by the Vice-Chancellor on the previous meeting. Dr Jagan explained about the software system and recruited two software programmers for the data management system and they will complete by the end of March 2023.</p>	Dr. Vijaya Krishna Rapaka suggested that sensitization on how to use the software must be done for all.
		<p><b>2. Students and Alumni Affairs:</b> Dr. Karthikeyan, Director Alumni and Student Affairs, presented about the plan of action of student council activities and alumni activities (calendar year 2023) for all the constituent colleges as directed by the directions of the Vice-Chancellor in the last meeting</p>	Dr. Vijaya Krishna Rapaka suggested the plan of action to be modified into Academic year 2022-2023, not the calendar year. Dr. Usha suggested to a survey for all the passed out students within 15 months of their exit. This is asked in the QS world ranking. She also requested that the SBV Alumni website to be updated by all the constituent teaching units.
		<p><b>3. Sub-committee on enhancing the quality of the faculty:</b> The Registrar explained as directed by the Vice Chancellor, sub -committees was formed for the new objective-based performance appraisal and it also specifies the role and responsibility for all the offices and faculties.</p>	The documents will be compiled and submitted on or before 17 <sup>th</sup> January 2023.



		<p><b>4. Social Media:</b> Dr. Usha explained that a three-member committee was formed. She explained the process involving an external agency as well as an called as POSTLY.</p>	<p>The Vice-Chancellor advised the Registrar to form a policy on social media and reconstitute the committee with representation from various levels and Institutes., Dr. Ravikumar Chittoria advised that we follow the government norms on using social media and he duly shared the government document.</p>
		<p><b>5. IQAC SPP:</b> As per the advice of the Vice-Chancellor in the last meeting, Dr. Usha had circulated the Strategic perspective Plan of IQAC for the AY 2022-23 to all the members. There were no modifications suggested.</p>	
<p>6.</p>	<p>Agenda for noting</p>	<p><b>1. Report on the QER/ AAA/ AQAR/QS I-Gauge/CAP series</b> Dr. Usha projected the report on the IQAC activities September to December 2022. She highlighted the ratings obtained in QS I gauge; Overall Diamond ratings and Platinum rating in Teaching and learning, Employability, Academic Development, Governance and Social responsibility. She reported the conduct of the QER for the last quarter of AY 2020-21 and the AAA that followed by the external members. She also informed the members about the AQAR 2020-21 submissions to NAAC. She elaborated in the CAP series on the Academic and Administrative Audit and AQAR, in which external speakers were invited.</p> <p><b>2. Plan on ISO 21001 for Educational organization/ QS Subject ranking/ THE world ranking</b> Dr. Usha informed about the applications done for QS world ranking and Times Higher Education ranking. Being a unitary discipline, SBV could participate only in the Subject ranking. She also informed about the NAAC advisory notice to obtain the ISO 21001 for educational organization.</p> <p><b>3. Progress of IQAC conference in IHRC</b> Dr. Usha informed the members about the IQAC-IHRC conference that 83 delegates had registered. The Sponsored amount is Rs. 80,000 (From NAAC and PS quality certifications) and the SBV credit points obtained is 9, TNMC credit hours is 2.</p>	<p>The members congratulated on the achievement in QS I Gauge and also on the number of delegates for the IQAC conference.</p>



7.	Agenda for discussion and approval	<p><b>1. Frequency of internal audit for departments, Institutes and administrative departments</b></p> <p>Dr. Usha proposed to the members and the chair that the quarterly evaluative report meeting for the departments will continue; but she proposed to have bi-annual meeting of reporting and review for the head of the constituent teaching units and for the Administrative Heads.</p>	<p><b>Status: Approved</b></p> <p>The Vice-Chancellor however, advised Dr. Usha to specify the months in which these audits would happen.</p>
		<p><b>2. Decentralization of IQAC</b></p> <p>Dr. Usha proposed a concept that the IQAC activities must be decentralized with a Intuitional IQAC cell established in the respective Institutes; this shall be headed by the Head of the Institute. The main purpose is to encourage more quality activities and initiatives in the institutes and also to manage the data compilation and analysis at the Institute level also.</p>	<p><b>Status: Approved</b></p> <p>Dr. Usha would share the concept note to all so that the cells can be formed accordingly and shared with SBV-IQAC at the earliest.</p>
		<p><b>3. Margadarshan - NAAC initiative on mentoring other organization for accreditation</b></p> <p>Dr. Usha proposed to the members and the chair if SBV can enter into this initiative of Margadarshan, by NAAC to mentor an organization towards accreditation.</p>	<p><b>Status: Approved</b></p> <p>It was advised by the external members to identify the right institutions that would be relatively easy to guide.</p>
8.	Any point from the Floor	Nil	
9.	Closure of the meeting.	Vice-Chancellor thanked all the members especially the external members for the valuable inputs and advised IQAC to address the points discussed and enhance the quality of SBV.	

*[Handwritten signature]*

**Dr. CAROUNANIDY USHA**  
Director - Accreditation  
Sri Balaji Vidyapeeth Deemed to be University,  
Pillayaruppam, Puducherry - 605 402.  
INDIA

To  
The Vice-Chancellor  
Through Proper channel

Sir

Kindly peruse &  
the minutes &  
approve for circulation.

*Submitted to the Vice-Chancellor for approval*

**VICE CHANCELLOR**  
**SRI BALAJI VIDYAPEETH**  
(Deemed to be University u/s 3 of UGC ACT, 1956)  
(Listed u/s 12 B of the UGC ACT, 1956)  
Accredited by NAAC with 'A++' Grade  
Pillayaruppam, Puducherry - 607 402.

*[Handwritten signature]*  
16.2.23  
*[Handwritten signature]*  
14/2/23

**REGISTRAR**  
**SRI BALAJI VIDYAPEETH**  
(Deemed to be University u/s 3 of UGC ACT, 1956)  
(Listed u/s 12 B of the UGC ACT, 1956)

*15 Feb 2023*