



Office of IQAC –SBV

Ref No: IQAC-SBV/MEETING 2 (2022-23)/ CIRCULAR/ 24th March 2023

CIRCULAR FOR MEETING

Meeting Date: 27th March 2023

Time: 2.15 pm

Venue: SBV Boardroom

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. Revised Composition of IQAC 2. Report on IQAC activity till March 2023 For Discussion: 1. SOP on Institutional IQAC 2. QER (Nov-Jan) review 22 nd Feb to 3 rd March
4.	Any point from the floor
5.	Closure of meeting

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



DEEMED TO BE UNIVERSITY
Declared u/s 3 of UGC Act 1956

INTERNAL QUALITY ASSURANCE CELL



Office of the IQAC
Ref No: IQAC-SBV/IQAC 2nd meeting minutes/2022-23 / dated 21.4.2023

To
The Vice-Chancellor
Sri Balaji Vidyapeeth

Through Proper Channel

Sir

Sub: Submission of minutes of meeting – IQAC 2nd meeting – 27th March 2023

I hereby submit the minutes of the 2nd IQAC meeting (2022-23) held on 27th March 2023, at the SBV Boardroom, from 2.00 pm to 4.00 pm.

Kindly peruse the same and advise for circulation.

Thanking you
Yours Sincerely

Dr. CAROUNANIDY USHA
Director - Accreditation
Sri Balaji Vidyapeeth Deemed to be University,
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Submitted to the Vice Chancellor for approval

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
Accredited by NAAC with 'A++' Grade
Pillayarkuppam, Puducherry - 607 402

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
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Pillayarkuppam, Puducherry - 607 402



Office of the IQAC

Ref No: IQAC-SBV/IQAC Meeting /2022-23 / dated 21.4.2023

MINUTES OF THE MEETING

Meeting Date : 27.03.2023
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. Anathakrishnan, Registrar and Prof. Shanmmuganathan was informed to him.	
2.	Action Taken Report	Dr. Carolunanidy Usha greeted everyone and welcomed them to the second academic year meeting in 2022-2023. Point1: Data management system for SBV: Creation of an in house database management software Point 2: Subcommittee on enhancing the quality of the faculty Formation and approval of the committee for quality of faculty performance appraisal, headed by Prof. Ananthakrishnan, dean of the faculty. Point 3: Social Media Policy on social media and reconstitution of the committee with representation from various levels and Institutes.	Director C-DREaMS and Deputy Director initiated the process; set a target of one year. However a structured form shall be made as soon as possible. The Vice-Chancellor stated that the registrar shall update point 2 and point 3 as soon as possible.
3.	Agenda for noting	Agenda for noting 1: Revised Composition of SBV IQAC Dr.Carounanidy Usha projected the revised composition for the next two years. As the institutional IQAC has expanded at the institution level, few senior members have been relieved namely Dr. Palanivel, Head, TBCD, MGMCRI, Dr. Kannan, Professor, General surgery, and Dr. Sivaprakash, Head, Psychiatry., MGMCRI, Dr. Valli, Head, ENT, SSSMCRI, and Dr. Glad Mohesh, Professor, Physiology SSSMCRI due to their increased responsibilities in their respective	



fields.
Dr. Usha placed on records the gratitude and appreciation towards their contribution to IQAC.

Prof. Nirmal Coumare, Director of Hospital and Outreach Services, has been invited to be one the Management members, as part of the IQAC for hospital quality and clinical output. COE has also been invited to be one of the administrative members along with the Registrar.

Agenda for noting 2: Report on the IQAC Activities Jan and March 2023
Dr. Usha projected the report on the IQAC activities till March 2023:

1. NIRF submission; verifications in the process
2. NAAC sponsored conference in IHRC – 90 delegates; submitted report to NAAC; await remuneration.
3. QS World ranking submission for subject ranking.
4. India Today college rankings submission for MGMCRI, SSSMCRI and IGIDS.
5. QER review for departments; Institutional Evaluation
6. Report commenced from now; data sheets shared; Administrative Evaluation Report will be combined with ISO audits.
7. R World Green Ranking 2023 submission.
8. ABC ID creation for students except medical colleges
9. ISO 21001:2018 process; awareness program and preliminary details checked; to complete by 21st April 2023
10. Submission of details to NSDC PMKVY 4.0 on skill development courses; submitted EOI for 4 courses
11. Earth Hour 2023- Disconnect to connect.

Future IQAC Activities (Next 2 months)

1. NAAC review meeting – New Criteria teams formed on 28th to 29th March 2023
2. India Today University ranking submission on 31st March 2023
3. Human rights lecture; Birth anniversary of Dr. Ambedkar on 13th April 2023



		<p>4. Earth Day ; programs will be done by IIQAC on 22nd April 2023</p> <p>5. ISO 21001:2018 Internal to External audits on 1st to 3rd week of April</p> <p>6. 3rd Academic quarter QER on Last week of May 2023</p> <p>Dr. Usha placed on records the contributions of the organizing team of IHRC and also the organizing team and the student council members for the successful completion of the IHRC and the Earth Hour commemoration respectively.</p>	
4.	Agenda for Discussion	<p>Agenda For Discussion 1: Role of IIQAC (Institutional IQAC)</p> <p>Dr. Usha urged the Institutional IQAC to be ambassadors for quality in their respective institutes. They shall focus on other quality initiatives as well, beyond the documentation works. They shall make strategic perspective plans for the year and follow the SOP of SBV IQAC in functioning.</p> <p>Agenda For Discussion 2: QER report review (Nov to Jan 2023)- conducted from 27th Feb to March 5th</p> <p>Dr. Usha projected the QER report review analysis for the Nov to Jan 2023 that was conducted department wise for all Institutes.</p> <p>1. She reported satisfactory progress in the number of value added courses, field visits, community posting etc towards the annual target.</p> <p>2. Awards/ recognitions/ and FDP attended by the faculty is yet to be enhanced as one per faculty per annum. Same faculty obtaining more awards or attend more FDP will not contribute to NAAC data.</p> <p>3. PDP organized is progressing satisfactorily towards the target</p> <p>4. Criteria 3 related parameters such as sponsored research, publications, patents and copyrights, consultancy books and chapters to be enhanced further.</p>	<p>IIQAC to prepare the SPP for the AY 2024</p> <p>Head of the Institutes to focus on areas that require attention and match their respective activities as per the SPP submitted for the AY 2023.</p>
5.	Any point from the Floor	<p>From SSSMCRI :</p> <p>Point1: Common database for titles and abstracts done by all postgraduates at all institutions (duplication or repetition could be prevented)</p> <p>Point 2: The Alumni Association will meet for the year 2023: executive committee meeting, March last week; general body and alumni meeting, May 2nd week.</p>	<p>Dr. Jagan stated that a database on all PG dissertation titles can be done and made available to both institutes to be referred to while choosing the topics.</p>



		<p>This initiative was appreciated.</p> <p>From SOP: Point 1: From IQAC: Need remuneration for Resource Persons in Webinars It was informed that for webinars remuneration is not being provided as of now.</p> <p>Point 2: From Student Council: Need Food and facilities in the ladies hostel GM Administration conveyed that the quality is being sustained uniformly in all hostels.</p>	
6.	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 promptly.	

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