



Where talent meets opportunity

SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES

Ref: IQAC/SSSUTMS/ 010

Date: 12th Sep 2019

MINUTES OF MEETING INTERNAL QUALITY ASSURANCE CELL (IQAC) (Academic Year 2019-20)

Date: 12th Sep 2019, Time: 2:30 PM, Venue: Board Room, Block-A, SSSUTMS

After ascertaining the quorum of the meeting Director IQAC started meeting with the permission of the chair and welcomed all the IQAC.

MEEGING AGENDA

Agenda 1: Review of minutes of previous IQAC Meeting

Agenda 2: Action Taken Report (ATR) on minutes of previous IQAC Meeting

Agenda 3: To discuss preparation of NAAC

Agenda 4: Status on Outcome Based Learning (OBL) at SSUTMS

Agenda 5: Cleanliness of Hostel and Campus

Agenda 6: Any other point with permission from the chair

The IQAC meeting for Academic Session 2019-20 was held on 12th Sep 2019. The following members attended the meeting.

Sr. No.	Name	Designation	Post
Chairperson:			
01	Dr R. P. Singh	Vice Chancellor	Chairman
02	Dr. G.R. Selokar	Professor	Member
03	Dr Sanjay Rathor	Professor	Member
04	Dr Neelesh Chaubey	Professor	Member
05	Dr C K Tyagi	Professor	Member
06	Dr. Triyambak Hirwarkar	Professor	Member
07	Dr Hemant Sharma	Professor	Member
08	Dr Minakshi Pathak	Professor	Member
09	Dr. Kanchan Shrivastava	Professor	Member
10	Mr. M. L. Yadav	C.A.O.	Member
11	Dr. Dheeraj Agrawal	External Member	Member



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12	Dr R.C. Dhaven	External Member	Member
13	Dr. Anup Singh	External Member	Member
14	Dr. Pushpendra Sharma	Professor & Director IQAC	Member Secretary

Director IQAC presented the agenda items for discussion:

Agenda 1: Confirmation of minutes of previous IQAC Meeting held on 28th May 2019

Resolution: The minutes of the meeting were readout with a formal discussion with all IQAC members. These minutes of the meeting were approved by the IQAC members.

Agenda 2: Action Taken Report (ATR) on minutes of previous IQAC Meeting held on 28th May 2019

Resolution: At the IQAC meeting, the team reviewed the Action Taken Report (ATR) for the previous minutes, and duly noted its contents. No additional discussions were held pertaining to the minutes of the prior meeting.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	<ul style="list-style-type: none">To discuss on NAAC criteria II IQAC Director Dr. Pushpendra Sharma suggested that under this criterion, NAAC evaluates various aspects such as the curriculum design and its implementation, the quality of teaching and evaluation methods, student support systems, and innovative practices in teaching – learning methodology.	Action Taken: Work partially done by criteria coordinator.
2.	Academic preparation for upcoming semester After deliberation, it was agreed that the Heads of Departments (HODs) will allot the subjects for the upcoming semester to faculty members one month in advance, to allow them adequate time to prepare and deliver high-quality content.	Action Taken: Implemented as recommended by QIAC committee



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3	<p>ALUMNI Feedback</p> <ul style="list-style-type: none">• More exposure to field visits in curriculum Recommendation(s): IQAC team suggested notifying all the HODs and teachers about the issue and encouraging them for more field visits as a part of curriculum.• Evidence based practical demonstration Recommendation: IQAC team suggested circulating agenda to all constituent schools through competent authority for addressing the issue and asking best solution.	<p>Action Taken:</p> <ul style="list-style-type: none">• Industrial visit has been organized in most of the departments and some departments are planning.• Based on discussion with all the schools, Project-Based Learning has been introduced in educational institutions where practical subjects are taught.
4.	<p>Student Feedback</p> <ul style="list-style-type: none">• Exposure to develop entrepreneurial skills• Skill development and job oriented courses were requested• Special mock tests covering the entire syllabus to enable the students to perform well in placement interview was suggested Any other point with permission from the chair. <p>Recommendation: IQAC team suggested to organize workshop on entrepreneurship skills, mock tests for placement interviews and also suggested to run skill development courses in various department. Responsibility was assigned to Dean Academic, Dean R&D and Head T&P.</p>	<ul style="list-style-type: none">• The Board of Studies for each department conducted meeting annually wherein the feedback given by the subject teachers were put forward to the committee for consideration. Based on the expert comments of the BOS members, the committee took a final decision for the required revision of syllabus.• Trainings were arranged by the placement cell and communication skill and soft skill were strengthened. Activities that will enhance the communication skills of the students were encouraged.• This was arranged and the tests were conducted depending on the nature of the job and domain of the recruiting companies
5.	<p>Faculty Feedback</p> <ul style="list-style-type: none">• Inputs on updating and revision of syllabus	<p>The Board of Studies for each department conducted</p>



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	<p>was given by the teachers by keeping the industry trends as their nodal point.</p> <ul style="list-style-type: none">• The need for more practical sessions was stressed by the teachers to enhance the employability of students. Students can be industry ready only if they are exposed to real life situations in their class rooms	<p>meeting annually wherein the feedback given by the subject teachers were put forward to the committee for consideration. Based on the expert comments of the BOS members, the committee took a final decision for the required revision of syllabus.</p> <ul style="list-style-type: none">• More practical courses were included in the curriculum based on the feedback of the teachers. The quality of the existing practical courses were updated by introducing latest versions in the syllabi
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Agenda 3: To discuss preparation of NAAC

Resolution: The committee undertook a review of the existing processes and identified areas that need improvement. This includes curricular and co-curricular activities, faculty development programs, infrastructure development, and student support services. IQAC suggested that all HODs and Deans immediately take action and organize all above events/activities in the Schools/Departments.

Agenda 4: Status on Outcome Based Learning (OBL) at SSSUTMS

Resolution: The School of Engineering has partially implemented Outcome Based Learning (OBL) in its departments. To achieve full implementation of OBL, it is recommended that all departments adopt this approach. A committee will be formed, consisting of members from each school, to oversee the implementation of OBL.

Agenda 5: Cleanliness of Hostel and Campus

Resolution: Several measures, such as organizing room cleaning competitions for Hostel Boarders, have been implemented to maintain cleanliness. Additionally, IQAC recommends regular supervision to ensure ongoing monitoring of the hostel's cleanliness.



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Agenda 6: Any other point with permission from the chair

- **Research Project Audit:**

The IQAC Team recommended that the Dean of Research and Development initiate an audit of the research projects.

- **Low enrollment/application of Students for some programs:**

IQAC suggest analyzing the demand ratio for last three years and reporting to the University for Appropriate Decision on continuation.

- **Involvement of Faculties and Students in Research**

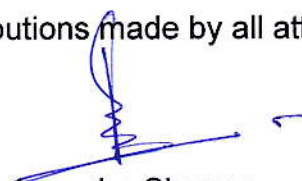
The IQAC has recommended that the Dean of Research and Development (R&D) should circulate a notice among faculties and students to prepare research projects and apply for grants from government, non-government, and university sources.

IQAC suggested that the Dean, R&D take prompt action in this regard and ensure that the notice is distributed among all departments. IQAC further recommend that appropriate guidelines and support be provided to assist in the preparation of research project proposals.

It was announced that the next IQAC meeting for the university is scheduled for 17 Dec 2019.

Vote of Thanks:

After the completion of the agenda items, the Director, IQAC asked if there were any further points to be discussed. As there were none, the meeting was declared closed. Dr. Pushendra Sharma, then delivered a vote of thanks, expressing appreciation for the productive discussion and the contributions made by all attendees.


Dr. Pushendra Sharma
Director IQAC




Dr. R. P. Singh
Vice Chancellor