

JAIN UNIVERSITY

Declared as Deemed-to-be University u/s 3 of the UGC Act 1956

Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 22nd July, 2015 at 2.30 PM at Jain University.

Members Present:

1. Dr. N. Sundararajan, Vice Chancellor Chairman
 2. Principal Officers
 3. School Directors
 4. Heads of Faculties
 5. IQAC Members
-

The Chairman welcomed all the Members.

The Convener placed the explanatory notes on each item of the Agenda before the Committee. After the introductory remarks, the following Agenda Items were taken up for discussions.

(1) Agenda Item No. 1: Confirmation of the Minutes of previous Meeting held on 14th March, 2015:

- The Minutes of the Meeting of 14th March, 2015 was read and confirmed.

(2) Agenda Item No. 2: 1st Accreditation Process – Status and Progress:

- To expedite the preparation of Self Study Report (SSR) viz., timely inputs, collation, review and action plan.

Action: Director – IQAC and Dean – Student Welfare

(3) Agenda Item No. 3: Inputs from the Heads of the Departments and Directors for the Self Study Report (SSR) Part 1 & 2:

- To conduct periodic meetings with the Directors and Heads of the Units to ensure timely receipt of inputs for the Self Study Report (SSR).
- Also, it was decided to conduct an Academic Audit of all the Departments/Units.

Action: Director – IQAC and Dean – Student Welfare

The Meeting concluded with a vote of thanks.

Sd/-
Director - IQAC

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Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 25th September, 2015 at 11.00 AM at Jain University.

Members Present:

6. Dr. N. Sundararajan, Vice Chancellor Chairman
 7. Principal Officers
 8. School Directors
 9. Heads of Faculties
 10. IQAC Members
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The Chairman welcomed all the Members.

(1) **Agenda Item No. 1: Confirmation of the Minutes of previous Meeting held on 22nd July, 2015:**

- The Minutes of the Meeting of 22nd July, 2015 was read and confirmed.

(2) **Agenda Item No. 2: Action Points of Meeting held on 22nd July, 2015.**

- (a) Expedite preparation of Self Study Report (SSR): 1st Draft of Self Study Report (SSR) Part 1 & 2 was circulated to all the Members.
- (b) Conduct periodical Meetings with Directors & Heads of the Units for SSR: Periodical Meetings were conducted with all the Directors and Heads of the Units. The outcome included a "Research Brochure of the University", apart from timely and useful inputs to SSR.

(3) **Agenda Item No. 3: Accreditation and Related Matters.**

The following were discussed and agreed to:

- (a) Mock visits to all Constituent Units and Departments as per the Schedule drawn.
- (b) Departments to capture both local and international aspirations, highlighting the Research Projects and Consultancy Assignments.
- (c) Departments will be evaluated on the basis of assessment indicators given by NAAC.
- (d) Departments to keep records of all academic, co-curricular and extra-curricular activities as per the criteria of NAAC.
- (e) NAAC awareness meetings to be held in all Constituent Units.

Action: Directors and Heads of Units/Departments with the support from IQAC

(4) Agenda Item No. 4: Vice Chancellor's Presentation for the NAAC Peer Team

- A Committee was constituted for the preparation of the University presentation, covering the achievements of the past 5 years.

Action: Committee Members

The Meeting concluded with a vote of thanks.

Sd/-

Director - IQAC

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Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 21st October, 2015 at 2.30 PM at Jain University.

Members Present:

11. Dr. N. Sundararajan, Vice Chancellor Chairman
 12. Principal Officers
 13. School Directors
 14. Heads of Faculties
 15. IQAC Members
-

The Chairman welcomed all the Members.

(1) Agenda Item No. 1: Confirmation of the Minutes of previous Meeting held on 25th September, 2015:

- The Minutes of the Meeting of 25th September, 2015 was read and confirmed.

(2) Agenda Item No. 2: Action Points of Meeting held on 25th September, 2015.

- (a) Accreditation and Related Matters: The Chairman informed that the Self Study Report (SSR) has been submitted to NAAC and also uploaded on the University website.

NAAC Peer Team is likely to visit during October 29 to 31, 2015.

Various Committees were formed to coordinate the visit of NAAC Peer Team.

All the Heads of the Units/Departments were also informed separately on the visit of NAAC Peer Team.

To inform the Alumni and Parents for an interaction with the NAAC Peer Team.

Action: Directors and Heads of Units/Departments with the support from IQAC

(3) Agenda Item No. 3: University Presentation.

A dry run on the University Presentation was made and further inputs were noted for incorporation.

(4) Agenda Item No. 4: Valuation.

- The valuation re-scheduled due to the NAAC Peer Team visit. Also, the last working day and re-opening of the University for the next semester re-scheduled.

The Meeting concluded with a vote of thanks.

Sd/-

Director - IQAC

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Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 5th February, 2016 at 2.30 PM at Jain University.

Members Present: IQAC Coordinators

16. Dr. Rajani Jairam, Dean – Student Welfare, Jain University
17. Dr. Geetha Madhusudhan, SCS
18. Dr. Thriyambak Hombale, SCS
19. Dr. Srividhya Shivakumar, CPGS
20. Dr. Vijayalakshmi, SGS
21. Smt. Jayalakshmi Rao, SGS
22. Mr. Gopalakrishna K, SET
23. Mr. Amrutharaju V, IIAEM
24. Smt. Kavitha Gowda, CMS-BS

Members not present:

1. Smt. Supriya Rai, CMS
 2. Dr. Vani, CPGS
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The Director – IQAC welcomed all the Members with Greetings for the New Year. Also, thanked specially for the support extended for the NAAC Accreditation in all respects.

(1) Agenda Item No. 1: MIS Documentation.

- All the IQAC Coordinators were assigned with the responsibility of MIS and documentation.

(2) Agenda Item No. 2: Annual Report for AQAR.

- The Annual Report of each Center to be submitted latest by the end of July 2016, giving thrust on the following:

- (a) Publications
- (b) Papers Presented
- (c) Students Achievements
- (d) Faculty Achievements
- (e) Guest Lectures Organized
- (f) Guest Lectures Delivered
- (g) Conferences, Seminars and Workshops Organized and Attended
- (h) Any other important activity

(3) Agenda Item No. 3: National Conference.

One of the major roles of IQAC is to coordinate for organizing Seminars, Conferences and Workshops. It was decided that by the end of February 2017, to coordinate for organizing a Conference or Workshop on any of the following themes:

- (i) Teaching – Learning
- (ii) Academic and Administrative Audit
- (iii) Curriculum Design and Development

Action: IQAC and Center Heads

(4) Agenda Item No. 4: Ranking Surveys.

Providing data to Ranking Surveys is an on-going activity of IQAC. With the support of IQAC Coordinators, the required data will be provided to any Ranking Survey, as and when required.

(5) Agenda Item No. 5: Post Accreditation Measures.

The following are required to be fulfilled within the stipulated time.

- (A) PBAS – July-December, 2015
- (B) Exit Questionnaire
- (C) Mentorship Details
- (D) Feed Back and Comparative Analysis

Action: IQAC

The Meeting concluded with a vote of thanks.

Sd/-

Director - IQAC

JAIN UNIVERSITY

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Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 5th June, 2016 at 3.00 PM at Jain University.

Members Present: IQAC Coordinators

25. Dr. Rajani Jairam, Dean – Student Welfare, Jain University
 26. Dr. Geetha Madhusudhan, SCS
 27. Dr. Thriyambak Hombale, SCS
 28. Dr. Srividhya Shivakumar, CPGS
 29. Dr. Vijayalakshmi, SGS
 30. Smt. Jayalakshmi Rao, SGS
 31. Mr. Gopalakrishna K, SET
 32. Mr. Amrutharaju V, IIAEM
 33. Smt. Kavitha Gowda, CMS-BS
 34. Smt. Supriya Rai, CMS
 35. Dr. Vani, CPGS
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The Director – IQAC welcomed all the Members.

(1) **Agenda Item No. 1: Confirmation of the Minutes of previous Meeting held on 5th February, 2016.**

- The Minutes of the Meeting of 5th February 2016 was read and confirmed.

(2) **Agenda Item No. 2: Quality Benchmarks.**

- To consider and approve the reports of different Standing Committees for the process of setting quality benchmarks/parameters for the various academic, administrative, research and extension activities of the University.
- Approved.

(3) **Agenda Item No. 3: Regular IQAC Activities for Odd Semester.**

- The following were discussed and agreed:
 - (i) Mentorship, Bridge and Remedial Classes for the new Academic Session
 - (j) Student Feedback and PBAS
 - (k) Internal Audit for ISO

(4) **Agenda Item No. 4: Choice Based Credit System (CBCS).**

- It was informed that the University has adopted Choice Based Credit System (CBCS) for the UG Courses from the ongoing session, by following the guidelines provided by the UGC, with regard to syllabus, credit allocation and grade calculation. Suitable amendments have been made in the ordinances governing the programme of Study and Workshops.

(5) Agenda Item No. 5: Annual Quality Assessment Report (AQAR).

- The Annual Quality Assessment Report (AQAR) for 2015-16 was placed for consideration.
- Considered.

The Meeting concluded with a vote of thanks.

Sd/-
Director - IQAC

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Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 5th October, 2016 at 2.30 PM at Jain University.

Members Present:

36. Dr. N. Sundararajan, Hon'ble Vice Chancellor
37. Dr. Sandeep Shastri
38. Dr. Jayagopal Uchil
39. Prof. N. S. Manjunath (Represented by Mr. Parthasarathy)
40. Mr. M. S. Santhosh
41. Dr. Rajani Jairam
42. Dr. Easwaran Iyer
43. Dr. Harold Andrew Patrick
44. Dr. Asha Rajiv
45. Dr. Hari Prasad
46. Dr. B. A. Vasu
47. Dr. Mythili P Rao
48. Prof. Sridhara Murthi K R
49. Dr. Muralidhar V
50. Dr. H. N. Prakrithi
51. Dr. Veena V. Nagarj
52. Dr. Srividya Shivakumar
53. Dr. Geetha Madhusudan
54. Ms. Supriya
55. Dr. Vijayalakshmi Pradeep
56. Mr. Chatrapathy
57. Mr. Amritharaju

Special Invitees:

1. Dr. Rajasimha Makaram
Associate Director, SET

Leave of Absence:

1. Dr. Mithileshwar Jha
2. Prof. N.V.H. Krishnan
3. Prof. H. S. Mukunda
4. Dr. K. N. Varalakshmi
5. Prof. Dinesh Nilkant

The Director – IQAC welcomed all the Members, including the Special Invitee Dr. Rajasimha Makaram.

This Meeting is called mainly to review the NAAC Peer Team Assessment Report.

(1) Agenda Item No. 1: Review of NAAC Peer Team Assessment Report.

- The Hon'ble Vice Chancellor gave a presentation on the Peer Team Assessment Report and compared the same with the actual inputs existing in the University, as reflected in the Self Study Report.

Out of the 32 Key Aspects, it was of the opinion that, it would have been better rated for 22 Key Aspects.

The presentation made by the Vice Chancellor was earlier presented to NAAC Appeals Committee. An opinion was sought to go for a re-assessment, which is permitted by NAAC, after one year and before three years of the current accreditation. The current accreditation is 2.63 on a 4 point scale with a B grade.

The Vice Chancellor expressed his confidence that the Jain University can put up a better show and get a better grading in the re-assessment procedure. This opinion was fully supported by Prof. Sandeep Shastri and Prof. Jayagopal Uchil.

(2) Agenda Item No. 2: Steps to be taken towards applying for Re-assessment.

- All the Members opined that Re-assessment was the only alternative. The Vice Chancellor mentioned that August, 2017 would be the ideal time to submit the Self Study Report (SSR) for Re-assessment and the preparation for the same has to be commenced.
- A **Road Map** to be prepared, identifying the thrust areas by the end of November, 2016. This should define the areas of deficiency, set targets, assign tasks, etc. A team, consisting of the following Members were constituted to prepare the Road Map.

- (i) Prof. Sandeep Shastri
- (ii) Prof. Jayagopal Uchil
- (iii) Dr. Rajani Jayaram
- (iv) Dr. Asha Rajiv
- (v) Mr. M. S. Santhosh

It was agreed that the team would meet with periodical intervals to discuss the areas of concerns, strengths and weaknesses for the Road Map.

(3) Agenda Item No. 3: Any other matter.

- The Vice Chancellor discussed in detail on strengthening the Industry-Institution linkage. He asked Prof. Dr. Rajasimha Makaram to discuss with Prof. Easwaran Iyer and to prepare a Handbook, showcasing the linkage with various Industries with regard to Academics, Research and Placements.

Action: Dr. Rajasimha Makaram

The Meeting concluded with a vote of thanks.

Sd/-

Dr. Asha Rajiv
Director – IQAC

Sd/-

Dr. Rajani Jayaram
Dean – Student Welfare

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Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC) held on 21st April, 2017 at
2.30 PM at Jain University.

Members Present:

58. Dr. N. Sundararajan, Chairman
59. Dr. Sandeep Shastri
60. Dr. Jayagopal Uchil
61. Dr. B T Venkatesh
62. Prof. N S Manjunath
63. Prof. Dinesh Nikant
64. Mr. M S Santhosh
65. Prof. Sridhara Murthi K R
66. Dr. V Muralidhar
67. Dr. Geetha Balakrishna
68. Dr. Easwaran Iyer
69. Prof. Bhaskar Dixit
70. Dr. R N Iyengar
71. Dr. K N Varalakshmi
72. Dr. Harold Andrew Patrick
73. Dr. S A Hari Prasad
74. Dr. B A Vasu
75. Dr. Mythili P Rao
76. Dr. Rajasimha Makaram
77. Mr. M S Parswanath
78. Dr. Rajani Jairam – Convener
79. Dr. Asha Rajiv - Convener

Leave of Absence:

6. Dr. Mithileshwar Jha
7. Prof. N.V.H. Krishnan
8. Mr. S Shankar

The Chairman extended a warm welcome to all the Members.

This Meeting was called mainly to discuss on the NAAC Peer Team visit.

(1) Agenda Item No. 1: Self Study Report (SSR).

- The Chairman gave a brief on the Self Study Report (SSR) submitted to NAAC for re-assessment of grading to Jain University.

- The Chairman thanked one and all for the valuable contributions made in the preparation of Self Study Report (SSR), which has been received by NAAC, with a tentative date of visit during the end of May, 2017.

(2) Agenda Item No. 2: Visit of NAAC Team for Re-assessment.

- The Chairman discussed on the delegation of responsibilities to various Members of the University, with all the Members present at the Meeting, as the tentative date of visit of NAAC has been scheduled during the end of May 2017. The Chairman also shared the tentative schedule/plan of action on the visit of NAAC with all the Members present at the Meeting. He requested for a full-fledged cooperation from all the Members, to ensure Jain University receives **the Best/Good Grade**, upon re-assessment. The Chairman also insisted that there should never be a failure on any part during the complete re-assessment process and requested for a full-fledged attendance from all the Members.

(3) Agenda Item No. 3: Any other matter.

- Dr. S A Hariprasad requested for clarity on the schedule of the visit, for which the Chairman informed that the same would be circulated in advance for preparation of the visit.
- Prof. K. R Sridhar Murthi was of the opinion that the NAAC team should visit Propulsion and other Labs also.

The Meeting concluded with a vote of thanks.

Sd/-

Dr. Asha Rajiv
Director – IQAC

Sd/-

Dr. Rajani Jayaram
Dean – Student Welfare