

**BHARATI VIDYAPEETH
(DEEMED TO BE UNIVERSITY)**
Bharati Vidyapeeth Bhavan, LBS Marg
Pune-411030

MINUTES OF THE MEETING

A meeting of IQAC was held on **7th June 2023 at 11.00 a.m.** in the Conference Hall (8th floor) of Bharati Vidyapeeth Bhavan, Pune.

Members present: As per attendance sheet

Dr. Prasad Pore, Coordinator IQAC, welcomed the members for the IQAC meeting.

Hon. Vice Chancellor welcomed all for the meeting and in his opening remarks thanked the outgoing IQAC members for their contribution and also welcomed the newly inducted members of the reconstituted IQAC.

He informed the members about the NIRF 2023 rankings announced on the 5th June 2023 and suggested that before going ahead with the formal agenda, the IQAC will first have a discussion on the University and institution's performance at the NIRF 2023 rankings.

Item: *NIRF Rankings 2023*

Discussions:

Dr. Kirti Gupta presented the analysis of NIRF results in brief and also the performance of the university and its different constituent units in the NIRF rankings. Comparative analysis of parameters and institutes highlighted the areas where scores are lost and need of identification of strategy to improve in these criteria. It was noted that the university score range of the NIRF has been in the same range of 42 to 44, however we are slipping down on the ranking.

Dr. Anthony Rose added that comparison of three-year performance of institutes and with other colleges, reveals that other institutions are ahead in research score, and that institutions should strategize to push further on improving these scores.

Dr. Natu commented that the data formats are complicated, and advance preparations should be made for data submission. Interdisciplinary research should be emphasized upon. Robust data management system is a must.

Hon'ble Vice Chancellor emphasized that we need to strengthen the research competency of researchers and also the Ph.D. programme, apart from the faculty and students' projects/publications. He informed that there are plans to strengthen the Ph.D. Programme, incorporate Ph.D in interdisciplinary areas, training for the research guides, fellowships for the deserving full time Ph.D. scholars, reimbursement of publication fees for publications in high impact factor journals. Seed funding which is available to the faculty, is being

extended for interdisciplinary projects in the range of 2 to 5 lakhs, whereas, for projects of national importance, appropriate amount will be sanctioned. He also emphasized on need to identify the thrust areas of research. Good researchers and scholars will surely be supported by the university. He called upon to identify good researchers, for whom the teaching workload may be adjusted so as to enable them to concentrate more on research.

He shared concern over the effectiveness of the Data management system and all faculty members need to be proactive in the implementation of the same. Onus is on training, trouble shooting, problem solving etc.

Dr. Vidula Sohoni, Principal of Engineering college, requested that Teaching, Learning Resources having weightage 30 per cent, needs to taken into consideration, wherein, teacher – student ratio and financial resources utilization are very critical for the institutions. Hon'ble VC sir suggested to address these issues, well in time and that principals to approach in advance with their problems and corrective measures for the same.

Dr. Shirgudkar suggested to come up with action plan for ranking performances, as it is a very complicated process, action groups, monitoring plans, identify best researchers from different colleges, and also to incentivize the capable faculty for their research contribution.

Resolution:

It was resolved to have action oriented time bound plan for improvement on different parameters and the heads of the institution to analyze their scores/ranks and come up with definitive plans to improve NIRF rankings, which in turn will be beneficial for forthcoming NAAC reaccreditation.

The regular agenda items were taken for discussions.

Item No. 1 : *Confirmation of Minutes of the meeting held on 23rd January 2023*

Discussion : Noted

Resolution: Since there were no comments or corrections, the minutes were confirmed

Item No. 2 : *Action taken Report*

Discussion: Report on the action taken on the decisions of the IQAC at its meeting held on 23rd January 2023 was noted.

Resolution: All the actionable points were complied with.

Item No. 3 : *Reconstitution of IQAC*

Discussion: Dr. Pore informed all members about reconstitution of IQAC as per notification Ref: BVDU/Admin/2022-23/6377 dated 29.04.2023. Notification is annexed to this MOM (Annexure I)

Resolution: Noted

Item No. 4 : *Welcome and introduction of all the new IQAC Members*

Discussion: Dr. Pore introduced all the new members and invitees. Hon. Vice Chancellor, Dr. Vivek Saoji felicitated the outgoing IQAC members and also the newly inducted IQAC members.

Resolution: Noted

Item No. 5 : *Review and discussion on the points of UGC Quality mandate*

Discussion: In view of the 10-point UGC mandate, the following were discussed.

Dr. Anthony Rose suggested that all the units to prepare a status report based on the UGC Quality Mandate.

Resolution: It was resolved that IQAC to devise a common format for the status report of the UGC quality mandate

Item No. 6: *Formation of Research and Development Cell (RDC) and its functioning for increasing Research, Innovation, Entrepreneurship and Incubation.*

Discussion: Dr. Varsha Pokharkar, Director Research & Development shared the plan of *Research and Development Cell (RDC)* of the University. She emphasized how research is of utmost importance for every ranking. She presented in detail the constitution, vision, mission, objectives, and the research promotion schemes for the faculty of the university. The aim of the RDC is urging and facilitating researchers to undertake research focusing on the global and local needs, that which emphasizes on translational research catering to the society.

The governance with reference to the research and development cell was also constituted as per the guidelines of the UGC and NEP. Five different committees under the RDC are constituted to cater to the vast gamut of inter-disciplinary faculty of the university. The Hon'ble Vice Chancellor will head the R&D Cell of University, Dr. Varsha Pokharkar has been nominated as Director of the R&D Cell. There shall be an advisory board of eminent scientists and researchers and five committees formed are Finance and infrastructure, research policy formation, collaboration and consultancy, product development, monitoring and commercialization, IPR, Legal & Ethical Matters. The aim of the RDC is to provide a strong support system to faculty, and students, to identify the thrust research areas, to promote multidisciplinary and interdisciplinary research, encourage extra mural and intra mural funding, initiating IPR, incubation and start up activities, strengthening of Ph.D. programmes etc. so as to achieve excellence in research and also to develop a research management software system. She also shared the schemes and policies in place for research promotion.

Resolution: The new *Research and Development Cell (RDC)* that was constituted, has been duly notified (Notification no. 1189) and it will work in close coordination with the IQAC.

Item No. 7: *Perspective plan for 2023-24.*

Discussion: Dr. Pore informed about the plans for the academic year 2023-24 as

- Starting of New courses / innovative and need based new programmes / courses in various faculties
- Aligning the existing programmes as per NEP 2020
- Increase value added courses and its enrollment
- Increase in funded research projects, publications, patents
- Organize FDPs minimum 1 per faculty/discipline

The chairman invited the external members to offer their comments as they came from varied fields and organizations.

Mr. Rajesh Vegad (industry representative) from Cognex, suggested to identify the top three problem statements and relevant top three action statements for planning ahead. Dr. Sonali Dabholkar, dental practitioner from Pune (parents' representative) suggested that parents' involvement and feedback will surely help and that parents should also be given information on the college activities for improvement of systems.

Dr. Seema H. (Director IQAC from KLE, Belgavi), shared the initiatives taken at the KLE university regarding IQAC documentation, Ph.D. Programme strengthening, incentive for quality publications, interdisciplinary research and courses, seed money, Research and Development Cell constitution, functioning etc. She informed that conveners of each of the five committees of RDC need to meet more often for coordinated and concentrated efforts. She added that the introducing of value added courses by institutes, also needs to ensure that sufficient enrolments are there for the same.

Principal Manohar Patil (Alumni representative) suggested that a good HR policy for the recruitment and promotion of the faculty should be there, perspective plan should be in the form of vision document spanning two, years, 5 years.

Ms. Shreya Kolte - Student member (medical college) shared how the problems faced by students are being handled efficiently in their college and feedback on clinics also incorporated.

Ms. Shreshta Singh Chauhan student representative from College of Engg, Pune, shared that her college has a very good teaching learning environment in classrooms. Some issues that need to be looked into are sometimes the non-teaching staff are rude and that students need good labs with good condition of PCs and connectivity.

Dr. Sara Dhanawade mentioned that there are problems faced in conduct of good quality research as the faculty are having multiple assignments, support systems are needed with additional staff, conducive environment needs to be created for research.

Dr. Seema suggested that in view of the multiple roles played by the faculty, appointment of a patent attorney for IPR cell, for filing patents would be of help, as observed in KLE university.

Resolution: It was resolved an effective perspective plan should be submitted by the heads of the institute for the above to be achieved. All principals need to prepare their perspective plan and evaluate it at the end of the year with the achievements.

Item No. 8: *Impact analysis of various activities & events.*

Discussion: Hon'ble VC sir spoke on the importance of measuring impact of activities conducted. He stressed that very many activities are conducted by the institutes, but rarely the impact is measured. For instance, if any new procedures are established, new systems evolved, it is important to check if its purpose has been achieved and what impact it has made. Every activity / initiative should be scrutinized from the angle of "So What" or "What is the Impact / Outcome". Analysis of impact will in turn help to identify the gaps, if any, and further, reiterate the good practices. He urged all to find the impact of all activities carried out related to teaching learning, organization of FDPs, research, extension activities etc. He suggested that IQAC to prepare common format/matrix and facilitate all.

Dr. Seema mentioned that this impact analysis is very important in the presentation of IQAC Coordinator before the NAAC Peer Team.

Resolution: It was resolved that IQAC will prepare a format for the documentation of the activities and their impact and circulate to all units.

Item No. 9: *Software for NAAC Automation.*

Discussion: Dr. Pore informed the members about the status of Automation of NAAC process. He informed that demo of various software was taken. Two software were shortlisted for trial and later Cleverground Technologies software was finalized.

Hon'ble VC sir urged that to ensure the optimal results, the quality of data input has to be closely monitored by all units. Dr. Seema shared experiences about the implementation of software at their university highlighting the hurdles faced. Prof.

S. F. Patil, expressed his satisfaction on the procuring of software for NAAC documentation as it was long pending.

Resolution: It was resolved that the software implementation should be closely monitored with vendor and trainings conducted for all the stakeholders in the month of July 2023.

Item No. 10: *Review of IQAC activities for the academic year 2022-23*

Discussion: Dr. Pore informed all members about the activities carried out by IQAC during 2022-23 –

- FDPs on AQAR and SSR preparation,
- Orientation of IQAC coordinators
- Workshop on academic leadership and governance,
- Review and brainstorming session on SSR status of various units etc.

Hon'ble VC sir suggested to prepare presentation of activities for the next meeting. Prof. Patil added that two sessions on Scopus usage were conducted by the Elsevier team, which helped some of the faculties to resolve their issues with the Scopus profile corrections. He also informed that for verification of AQAR documents, individual meetings with the Criterion heads were conducted a number of times.

Resolution: It was resolved that activity documentation to be enhanced and specific presentations be made on the activities with their impact, next meeting onwards.

Item No. 11 : *Action Plan for NAAC- SSR submission for the year 2024*

Discussion: Dr. Pore informed all the action plan prepared by IQAC for the preparation of SSR. He informed about the Core committee constituted by the university for preparation of NAAC SSR, the details of criterion heads and progress in preparations for the forthcoming NAAC.

Hon'ble VC sir stated that each institute has to prepare their drafts, since each institute is having a different profile, the entire process will require huge efforts from all concerned. Everyone has to be involved in all the activities related to the IQAC, NIRF, AQAR etc. Also, the activities and quality initiatives should be in tune with those laid down in the UGC quality mandate. Hon. VC sir directed that there must be mock visits by external members to various units during NAAC preparations.

Hon'ble VC sir expressed his views on functioning of IQAC stressing that IQAC data should be used for University Annual reports and other purposes. He suggested value added courses to be tailor-made and innovative. He referred to Dr. Jere's

speech on the foundation day programme and urged all Principals/Directors to visualize how the institute will be in 2045 and plan their work accordingly.

Resolution: It was resolved to constitute the mock visit committee and committee for preparation of annual reports.

Item No. 12: *Any other item with permission of the Chair*

Discussion: Hon. VC sir put forth the idea “**Leadership Toolkit**” – a monthly connect meeting with all Principals/Directors/ Vice Principals of all units. In the meeting a presentation will be there on some important topic. There will be Ted Talk and reflection on that. The date will be finalized based on fixed Wednesday/Friday of each month. The session will be in the afternoon.


Resolution: It was resolved to Implement the “Leadership Toolkit” Programme from next month. (Last Wednesday of every month)

The student members, parent and other external members thanked Hon’ble VC sir, for inviting them as member of IQAC and promised their active participation and contribution. Dr. Seema invited members to visit KAHER, Belgavi to see the functioning of IQAC and preparation done for NAAC peer team visit.

As there were no other items for discussion, the meeting ended with a vote of thanks to the chair.



Dr. Prasad Pore
Coordinator-IQAC



Dr. Vivek Saoji
Chairman

BHARATI VIDYAPEETH
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Pune

Action taken Report on Internal Quality Assurance Cell

Meeting held on 7th June 2023

Sr. No.	Particulars	Action Taken
Item	NIRF Ranking 2023	Mail sent to Principal/Directors to do analysis of NIRF 2023 data and create action plan
Item No. 1	Confirmation of Minutes of the meeting held on 23 rd January 2023	Read and confirmed.
Item No. 2	Action taken report	Noted
Item No. 3	Reconstitution of IQAC	Noted
Item No. 4	Welcome and introduction of all new members	Noted
Item No. 5	Review and discussion on the points of UGC Quality mandate	A common format was prepared and shared with all Principal/Directors and asked them to submit the status report. Letter No. BVDU: 2023-24/1123 dated 01.08.2023
Item No. 6	Formation of Research and Development Cell (RDC) and its functioning for increasing Research, Innovation, Entrepreneurship, and Incubation.	The new Research and Development Cell (RDC) that was constituted, has been duly notified (Notification no. 1189) and it will work in close coordination with the IQAC.
Item No. 7	Perspective plan for 2023-24.	Letter issued to all Principal/Directors to prepare the perspective plan and share with NAAC Cell (Letter No. REF No. BVDU/2023-24/746 dated 14/07/2023)
Item No. 8	Impact analysis of various activities & events.	Format prepared by IQAC and shared to all units on 07.08.2023 Letter BVDU: 2023-24/217

Sr. No.	Particulars	Action Taken
Item No. 9	Software for NAAC Automation.	Purchase order for the software issued. The training of all IQAC coordinators was conducted in hybrid mode on 19 th July 2023 at digital library, BV(DTU) Medical College, Pune
Item No. 10	Review of IQAC activities for the academic year 2022-23	Noted
Item No. 11	Action Plan for NAAC- SSR submission for the year 2024	Noted
Item No. 12	Any other item with permission of the Chair	The 'Leadership Toolkit' Programme will be starting from 11 th August 2023. Letter issued to all Principals/Directors. Letter No. BVDU: 2023-24/1101 dated 31.07.2023