

Date: 30/11/2019

## **13<sup>th</sup> IQAC Meeting**

Venue: 6<sup>th</sup> floor, Board Room, Admin Block, REVA University,  
Rukmini Knowledge Park, Yelahanka, Bengaluru-64.

As per the direction of Honorable Vice Chancellor, Chair, IQAC, the meeting of IQAC is fixed on 30<sup>th</sup> Nov 2019. All members of IQAC are hereby requested to attend the meeting scheduled on 30<sup>th</sup> Nov 2019 at 11:30am in the 6<sup>th</sup> floor, Board Room, Admin Block, REVA University and extend your support and Cooperation. The agenda of the meeting is as under.

### **Agenda of the meeting**

1. ATR of 12<sup>th</sup> IQAC meeting and Approval.
2. Status of NAAC SSR and Data templates.
3. Pending office 365 updation for 2018-19 and 2019-20.
4. Audit by external committee.
5. PO and CO attainment for each program.
6. Any other matter with the permission of the Chair.

Dean, IQAC.

## **Proceedings of 13<sup>th</sup> IQAC Meeting held on 30<sup>th</sup> November, 2019**

**Date : 30-11-2019**

**Day : Saturday**

**Venue : Board Room, 6th Floor, Administrative Block, REVA Univesity.**

**Chair : Vice Chancellor**

### **Members Present:**

<b>Sl. No</b>	<b>Name</b>	<b>Designation</b>
1	Dr. S. Y. Kulkarni	Vice Chancellor
3	Dr. V.G. Talawar	Advisor
4	Dr. M. Dhananjaya	Registrar
6	Dr. N. Ramesh	Dean – Training, Placement and Planning
7	Dr. Divakar B.P	Dean Research & Innovation Council
5	Dr. Ramachandra P	Registrar (Evaluation)
8	Dr. Jagadeeshwaran N	School of Mechanical Engineering
9	Dr. Sunil Kumar Tengali	School of Civil engineering
10	Dr. Vishu Kumar	School of Physical Sciences
11	Dr. Sandeep M. N	School of Legal Studies
2	Smt. Tanisha U Raju	Trustee
12	Mr. D.S Manjunath	Sr. Engineer, CISCO Systems, Bangalore
13	Mr. Rajesh K	Aspire Woods Pvt. Ltd., Bangalore
14	Mr. Raghuram B.R	Sr. Consultant, M/s. DivyaSree Co. Ltd.,
15	Mr. Sundar K.S	Associate Vice President & Senior Lead Principal, Education, Training & Assessment, GEC, Infosys Limited, Mysore
16	Dr. K. Vijaya Bhaskar Raju	Dean, IQAC
17	Dr. Mallikarjun M. Kodabagi	Dy. Director, IQAC

**Members not present :**

Sl. No	Name	Designation
1	Mr. Rajesh K	Aspire Woods Pvt. Ltd., Bengaluru.
2	Mr. Raghuram B.R	Sr. Consultant, M/s. Divya Sree Co. Ltd.,
3	Mr. Sundar K.S	Associate Vice President & Senior Lead Principal, Education, Training & Assessment, GEC, Infosys Limited, Mysore.

**Agenda of the Meeting:**

1. ATR of previous 12<sup>th</sup> IQAC meeting and Approval.
2. Status of NAAC SSR and Data templates.
3. Pending office 365 updation for 2018-19 and 2019-20.
4. Audit by external committee.
5. PO and CO attainment for each program.
6. Any other matter with the permission of the Chair.

The Honorable Vice Chancellor, Dr. S. Y. Kulkarni welcomed all the members and explained that REVA University has adopted quality policy & hence quality check is required in functional areas such as: Admissions, Marketing and Branding, Academics, Research & Professional Practices, Training & Placement and Collaborations. The University will continue to initiate more quality checks to bring quality in all processes related to academics and administration aspects. Further, he emphasized that IQAC meetings should be done at least two times in a year and asked Dr. K. Vijaya Bhaskar Raju, Dean, IQAC to present the agenda in detail. The agenda were then taken up for discussion.

**Agenda 1.** ATR of 12th Meeting of the IQAC and Approval

**Decision:** The action taken report on each of the pointers of the 12<sup>th</sup> meeting given below was presented and accepted.

Sl No	Pointers	Action owner	Timelines	Status
1.	Criteria 1: <b>Curricular Aspects</b> 1.3.4 Requires Improvements ( <u>Internship / field projects</u> ) 1.4.1 and 1.4.2 data templates updation required ( <u>structured feedback &amp; ATR</u> )	Dr. N Ramesh	10 <sup>th</sup> Aug 2019	<ul style="list-style-type: none"> <li>• Internship / field projects &amp; feedback data updated in office 365 for 2018-19.</li> <li>• Internship / field projects &amp; structured feedback process in progress for 2019-20.</li> </ul>
2.	Criteria 2: <b>Teaching-Learning and Evaluation</b> 2.5.1, 2.5.3 and 2.6.3 ( <u>Result declaration days, grievances &amp; pass percentages</u> ) (2018-19 data to be updated after results announcement)	Dr. Senthil	10 <sup>th</sup> Aug 2019	Updates completed in office 365 for 2018-19 2019-20 data preparation is under process

Sl No	Pointers	Action owner	Timelines	Status
3.	Criteria 3: <b>Research, Innovations and Extensions</b> 3.1.4, 3.2.1, 3.7.1 require improvements (JRF/SRF, grants from non-government & collaborative research)	Dr. Divakar	20-3-2019	8 Ph.D. full time scholars given fellowship from university for 2018-19. Work is in progress on other metrics
4.	Criteria 4: <b>Infrastructure and Learning Resources</b> 4.2.2 and 4.2.6 data to be updated( <u>Rare books, lib usage percentage</u> )	Ms. Saraswati and Dr. Vidya (performing Arts)	7 <sup>th</sup> Aug 2019	Updates completed for 2018-19 Work is in progress for 2019-20
5.	Criteria 5: <b>Student support and progression</b> 5.2.2 and 5.2.3 data requires improvement (student progression & NET / SLET data)	Dr. Ramalinga Reddy	10 <sup>th</sup> Aug 2019	Updates completed for 2018-19 Work is in progress for 2019-20
6.	Criteria 6: <b>Governance, Leadership and Management</b> 6.2.3 and 6.3.4 requires updation (E-governance areas, teachers attending events)	Dr. Jagadeeswaran Dr. V. G. Talawar Dr. Mallikarjun Kodabagi	20 <sup>th</sup> July 2019	Updates completed for 2018-19 Work is in progress for 2019-20
7.	Criteria 7: <b>Institutional Values and Best Practices</b> 7.1.1, 7.1.7, 7.1.8 (2018-19 data requires updation) (gender equity, green initiative & waste management)	7.1.1 – Dr. Beena G. 7.1.7 and 7.1.8 – Dr. Talawar and Dr. Kodabagi	7.1.1 10 <sup>th</sup> Aug 2019 Others- 20 <sup>th</sup> July 2019	Updates completed for 2018-19 Work is in progress for 2019-20

#### **Agenda 2.** Status of NAAC SSR and Data Templates.

Dr. K. Vijaya Bhaskar Raju, Dean, IQAC, presented the status of NAAC SSR and data templates in Office 365. The areas of improvement and required updation of data for 2019-20 academic year were also discussed. The Vice Chancellor suggested to work for the data improvement and updation in office 365 and SSR for 2019-20 academic year with more focus.

**Decision:** The members unanimously decided to work on improvement of data & update the SSR accordingly.

#### **Agenda 3.** Pending office 365 updation for 2018-19 and 2019-20.

Dr. K. Vijaya Bhaskar Raju, Dean, IQAC, presented the pending updates of NAAC SSR and data templates in Office 365. The Vice Chancellor informed the members to work on pending data for 2018-19 and 2019-20 and do updation in office 365.

**Decision:** The members unanimously decided to work for improvement for the academic year 2019-20 with more focus & update the data in office 365.

#### **Agenda 4.** Audit by External Committee.

The Vice Chancellor said that it is better to get the academic & administrative audit of the University done by external agency involved in important educational Institutions & further suggested to see whether it can be done by KPMG.

**Decision:** The members unanimously decided to invite KPMG to perform academic & administrative audit of the University.

**Agenda 5.** PO-CO attainment calculation for 2018-19 graduating batch.

The Vice Chancellor told that, the direct and indirect measures should be adopted this time to evaluate the attainment of outcomes.

Mr. Manjunath D. S., Global Customer Experience Duty Manager, CISCO Systems told that Net Promoters Score (NPS) tool can be used for indirect measures to evaluate attainment of outcomes. The Vice Chancellor asked him to share the details of the tool to Dean, IQAC. He also emphasized to prepare proper questionnaire for indirect feedback to be obtained from NPS tool (in case, it is decided to use the NPS tool). (Mr. Manjunath D. S. participated in this meeting through video conference). The members after detailed discussion on the agenda decided as under.

**Decision:** The members of the IQAC unanimously decided to determine PO, CO's attainment of 2018-19 batch of students.

**Agenda 6.** Any other matter with permission of chair.

Dean, IQAC, proposed that robust MIS system to be established for REVA University. The Vice Chancellor told, IQAC to present plan for establishing robust MIS with more details.

Dean, IQAC, proposed the training program for office staff of all schools related to preparation and filing of documents. The Vice Chancellor told, IQAC to conduct the training program for office staff of all schools with proper schedule.

**Decision:** All the members unanimously decided to work towards preparation of detailed plan for establishing robust MIS and to conduct the training program for office staff of all schools with proper schedule.

At the end of the meeting, Dr. Dhanamjaya M. Registrar told that, the efforts of Dr. Mallikarjun M. Kodabagi, Dy. Director, IQAC to be placed on record for his contributions. The Vice Chancellor sir also appreciated the efforts of Dr. Mallikarjun M. Kodabagi. The members accepted the suggestion made by the registrar.

The meeting concluded with vote of thanks by Dean, IQAC.

**Dean IQAC  
and  
Member Secretary  
(Dr. K Vijaya Bhaskar Raju)**

**Vice Chancellor  
and  
Chairman  
(Dr. S.Y. Kulkarni)**