MANGALORE UNIVERSITY

INTERNAL QUALITY ASSURANCE CELL

Proceedings of the meeting of the Internal Quality Assurance Cell held on 23.10.2017 at 12.00 P.M. in the Syndicate Hall, Administrative Building, Mangalore University Mangalagangothri.

Members Present:

1. The Vice-Chancellor
   Mangalore University - Chairman
2. The Registrar
   Mangalore University - Member
3. The Librarian
   Mangalore University - Member
4. The Finance Officer
   Mangalore University - Member
5. Dean, Faculty of Science
   Mangalore University. - Member
6. Dean, Faculty of Commerce
   Mangalore University - Member
7. The Director of Students Welfare
   Mangalore University - Member
8. Prof. D.H. Manjaiah
   Department of Computer Science
   Mangalore University - Member
9. Prof. P.L. Dharma
   Director, P.G. Centre
   Chikka Aluvara - Member
10. Dr. N. Karunakar
    University Science & Instrumentation Center
    Mangalore University - Member
11. Prof. B.H. Shekar
    Director,Computer Centre - Member

12.Prof. S.N. Hegde - Member
Former Vice-Chancellor
'Vidvath', Double Road,
Vijayanagar, II stage,
Near Canara Bank,
Mysore-570017

13.Dr. K.R. Chandrashekar - Member Co-ordinator
Professor,
Department of Botany
Mangalore University

Members Absent:

1. The Registrar (Evaluation) - Member
   Mangalore University
2. Dean, Faculty of Arts - Member
   Mangalore University
3. Dean, Faculty of Education - Member
   Mangalore University.
4. Prof. Ismail - Member
   Department of Statistics
   Mangalore University
5. Prof. M. Abdul Rahiman - Member
   Former Vice-Chancellor
   Kannur & Calicut Universities
   Holycon, Kaprigudda New Road
   Mangalore – 575 001.
6. Mr. Kishore Alva - Member
   CEO, Adani Group,
   Udupi

The Chairman of the meeting Hon'ble Vice Chancellor welcomed the members. The co-ordinator of the IQAC, Prof. K.R. Chandrashekar briefed about the activities of IQAC.

Agenda 1: AQAR Report 2014-15

As per the IQAC guidelines, the information/ statistics pertaining to AQAR 2014-15 were collected from the departments, chairs and administrative sections. The informations were compiled and the AQAR was prepared.

Decision: Approved.

Agenda 2: Organizing a workshop on "Quality improvement in higher education"

The proposal submitted by the IQAC Co-ordinator to conduct awareness programme (Workshop) by Internal Quality Assurance Cell of Mangalore University was discussed in detail and agreed upon to conduct the first level workshop for the chairpersons of the departments, professors and Co-ordinators of the Chairs/Central facilities. The theme of the workshop will be "Quality improvement in higher education". The Hon'ble Vice Chancellor suggested to invite a resource person from NAAC to deliver the information regarding AQAR and NAAC, and also suggested the same to organise in the month of November/December.

Decision: I level programme is approved.

Agenda 3: Sitting fee for the external members

There are three external members in the IQAC and there is no mention anywhere about the sitting fee to be paid to these members.

Decision: The Vice Chancellor to decide after discussing the matter in the Syndicate.

Agenda 4: Any other matter with the permission the chair.

a) Constitution of Academic and Administrative Audit (AAA) Committee.
Decision: The committee has already been constituted by the Vice Chancellor and decided to notify immediately.

b) Constitution of Green Audit Committee.
As per the guidelines of IQAC, a green audit committee should be constituted and the committee should periodically submit its report to IQAC.
Decision: The IQAC Co-ordinator to discuss with the Vice Chancellor to constitute the committee.

c) Nominate the Placement officers in the departments.
The student's placement details are very essential for the AQAR. The University has Placement cell but individual departments don't have placement officers. Therefore, each department should nominate one person as placement officer, who can provide placement details of students to the IQAC.
Decision: The Registrar to send a circular informing the Chairpersons to nominate a placement officer as per the letter submitted by the IQAC Co-ordinator.

d) Nominating a nodal officer from the departments and administrative sections to provide information to IQAC.
Decision: A letter to be sent by the Registrar to the departments and the administrative sections nominating a member as nodal officer to furnish required information and to laison with IQAC office.

e) Collection of feedback from the students.
The Hon'ble Vice Chancellor suggested that, the workstation and other technical staff will be provided to develop online feedback system software.
Decision: Decided to develop a software for online collection of feedback from the students.

f) Establishment of a Data Centre
Decision: IQAC Co-ordinator to discuss with Dr. Shashirekha, Co-ordinator web-port and submit the proposal to the University.

Suggestions from Prof. S.N. Hegde for the maintenance of Quality:

1. Details of functions and members of the IQAC should be published in Mangalore University official website.
2. Applying for multiple accreditation and QS Asian University ranking.
3. Identifying one/two departments to be considered for upgradation so as to reach the excellence at national/ international levels.

IQAC
Co-ordinator
Mangalore University
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