

### Proceedings of the Advisory Committee Meeting

The meeting of the Advisory committee of the IQAC was convened on 29-10-2021 at 4.00 p.m. in the Syndicate Hall under the chairmanship of Hon'ble Vice Chancellor, Prof.K.B.Gudasi.

The agenda was circulated to all the members. The Director welcomed the members and requested the Chairman to conduct the proceedings. Accordingly, items were taken up as listed above and the following deliberations were made.

Agenda	Recommendation/Decision	Action
1. Confirmation of minutes of the meeting held on 13-01-2021 and ATR	Confirmed	Appendix I
2. Consideration of the activities of the IQAC	Appreciated by the Committee	Appendix II
3. Consideration of the Recommendations of the AAA for the years 2018-19 and 2019-20	<ul style="list-style-type: none"> <li>Maintenance of proper documentation along with soft copies, to be preserved in all the departments and administrative sections.</li> <li>NAD should be made effective from inception. Digi-locker facility should be started.</li> </ul>	NAD is already functional and steps need to be taken to use it extensively (Registrar, Registrar (Evaluation))
	<ul style="list-style-type: none"> <li>Necessary information and awareness providing booklets related to statutes, guidelines, directives etc., should be made available for employees through Prasaranga.</li> </ul>	Effort will be made to educate the employees about the important documents by compiling soft copies of all statutes, guidelines, directives etc., and posting the same on the KU website. (Prasaranga and Legal Section)
	<ul style="list-style-type: none"> <li>E-governance should be implemented across the University effectively using SAMARTH and other portals recommended by the GoI</li> </ul>	E-governance is being implemented in the University (Registrar)
	<ul style="list-style-type: none"> <li>Corpus fund needs to be created in the name of safety insurance and welfare fund collected from the University and affiliated college students.</li> </ul>	The DSW was asked to look into the status of a similar fund already available and the modality of its operation (DSW)



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	<ul style="list-style-type: none"> <li>Reinvigorating the Alumni Association</li> </ul>	Steps are already under way towards reinvigorating the Association. A suggestion was made by Dr.Shivanand Kanavi to prepare a downloadable template in the website for those interested in joining the Association and was accepted. (Registrar)
	For fund-raising to meet demanding needs of Karnatak University in providing quality education, student-support services, expand infrastructure, Section-8 Company may be created to raise funds from individuals, agencies, NGOs, government bodies, etc. Funds donated to this Company may be exempted under IT Act.	Initiation will be taken to create such a company, once the new Secretary assumes charge (Registrar)
	Undertaking gender auditing.	A committee is already constituted and it will be completed in a time bound manner (IQAC)
	Non-teaching staff shall be given ICT training.	The Director, HRDC was requested to design and conduct suitable training for the non-teaching staff (HRDC)
	Appropriate drinking water facility, adequate furniture should be given to all buildings and departments	These are provided on need basis (RE)
	Alumni engagement shall be made more functional in all departments.	Departments should be asked to initiate suitable steps (Departments)
	Individual faculty performance in terms of their contribution to Research/Publication/Teaching should be carried out on annual basis.	This is done in the AAA process. Decision was also taken to restart the self-appraisal of teachers without linking it to the annual increments (IQAC)
	Attention is to be paid for improving the quality of Research output	Teachers will be motivated to publish in indexed journals as far as possible and a common



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		affiliation pattern is to be suggested to be adopted by the teachers (IQAC)
	Appropriately incentivizing the teachers securing external projects and those who have contributed significantly to the research output.	Mechanisms for incentivizing and disincentivizing good and not good performances of teachers, respectively, will be devised (Registrar)
	Teaching Assistants should be assigned one week training on teaching methodologies including preparation of PPTs	The Director, HRDC was requested to design and conduct suitable training for the teaching assistants (HRDC)
	A common grievance of the research scholars is the delay in forwarding of letters from the Department to the University office. In this regard, research students' letters/papers with regard to their fellowships/ scholarships and other related matters are to be sent to the University office as per the stipulated circular from the University, i.e., within two days from the date of submission of the papers by the students to the Dept office.	A circular has already been sent in this regard (Registrar)
	The University has to consider the possibility of initiating measures in getting talent and wisdom by appointing Professors on invitation/Adjunct Faculty/Visiting Professors.	This has already been initiated (Registrar)
	Follow up of feedback analysis on teachers in an objective manner is essential	The present system despite limitations is working well but the departments will be asked to look into the average scores of each question and take actions on the aspects where the scores are lower (Departments)
	Assessing the quality of teaching assistants –accountability; conducting student feedback of guest faculty.	It was decided to conduct feedback for the guest faculty (IQAC and Departments)
	Appointing one coordinator for	The Dean, Faculty of Science



Agenda	Recommendation/Decision	Action
	collection and analysis of feedbacks	and Technology was requested to arrange for getting the department-level feedbacks of all parameters. The Director, IQAC assured that the department wise spread sheets will be mailed to the departments as well as to the Dean. (Dr.B. Basavanagowda)
	NET, SLET, GRE, G-MAT, CAT, TOFEL training programme shall be provided to all the students of the University	Existing informal training and coaching programmes will be formalized and a suitable mechanism will be devised for it (Departments)
	Diversity of students is lacking in the University- outside the state and foreign students should be encouraged- the concerned statutes should be amended accordingly	The additional quota of 10% of approved intake shall be continued and wherever necessary additional such admissions will be approved on case basis (Registrar)
	Mentoring of the students is to be done in all departments on regular basis with proper documentation	Presently, the students are allotted to teachers in the III semester for undertaking projects. Now this shall be modified by asking the departments to allot students in the I semester itself so that this could be suitably documented as mentoring and counselling. A circular to this effect needs to be sent to the departments (Departments)
	Establishing a student counselling cell – appointment of one male and one female counsellor – A part of experiential learning in the Psychology department.	Measures will be taken to establish such centre in the University (Registrar, Dept. of Psychology)
	International Student Cell be created with one Advisor to facilitate admission and collaborations with foreign students	Created under the Dr.Pavate Foundation
	To revamp the existing Cells for	Steps will be initiated

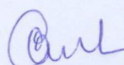


Agenda	Recommendation/Decision	Action
	SET/NET coaching.	(Registrar)
	Incubation and Innovation Center should promote Start-Ups and to commercialize patents	(Registrar, Dr.Vedamurthy)
	Building and Maintenance Related	Appendix III
4. Consideration of the feedback/assessment reports	<ul style="list-style-type: none"> <li>The results of the online Student Satisfaction Survey (SSS) was displayed and measures to improve the highest rating and reduce the lower ratings was contemplated. For this purpose, department-wise reports need to be generated and discussed separately. For this purpose, the Dean, Faculty of Science and Technology was requested to arrange for getting the department-level feedbacks of all parameters. The Director, IQAC assured that the department wise spread sheets will be mailed to the departments as well as to the Dean, Dr. B. Basavanagowda.</li> <li>The student feedback on teachers was approved and it was decided to send it to the individual departments for their perusal and suitable action.</li> </ul>	IQAC Dr.B.Basavanagowda
5. AQAR and SSR preparation	The preparations and the planning made towards compilation of AQARs and SSR was detailed by the Director and every one assured of co-operation in this regard.	IQAC
6. Other items with the permission of the Chair	<ul style="list-style-type: none"> <li>i. Sending synopsis and thesis in online mode for evaluation</li> <li>ii. Sending circular to all departments to provide details of the e-content developed/used during the last two years to be deposited in the LMS portal to be created in the University website</li> <li>iii. Creating an alumni query in the website for self-registration: Dr. Gururaj Hadagali exhibited the</li> </ul>	<p>Modalities to be prepared Circular to be sent by the Academic Section and IT Cell to Co-ordinate (Academic Section and IT Cell)</p> <p>Template approved for adoption by making the fields more generic</p>



Agenda	Recommendation/Decision	Action .
	format prepared for the Library Science Alumni Directory	(Dr.G.S.Hadagali)
	iv. Conducting IPR related workshops and training programme	To conduct IPR related activities at least in online mode. (Departments) Librarian
	v. IARNIS: The Chief Librarian was asked to initiate steps to register for IARNIS and also arrange for workshops for teachers	
	vi. Waste disposal, checking pig-nuisance: Decided to hand over the tractor to RE and in the new tender to be approved, suitable agreements will be made to make the contractor to ensure regular cleaning of the campus and pick up the waste at least twice a week.	Registrar, RE
	vii. Conducting induction programme to the new batch of students	Departments
	viii. Starting a helpline for women in distress	Registrar

The meeting ended with the Co-ordinator, IQAC, proposing vote of thanks.

  
Co-ordinator

  
Director

  
Registrar



## Appendix I

### Action Taken Report on the Second Advisory Committee of the IQAC held on 13-1-2021

Resolution	Action Taken
Inclusion of green auditing, waste management, anti-sexual harassment and mental health counselling in the policies that are being framed.	Part of the deliberations of the Committees on 'Policy on Environment Management and Sustainable Practices' and 'Student Welfare Policy'
Updating the website and making it more dynamic	Under progress
Developing e-content by the teachers	Under progress
Revision of the plagiarism guidelines of the University	Under progress
Publication of University Journals	Under progress

## Appendix II

### Activities of the IQAC

1. Organized a one day Workshop on National Education Policy (NEP), 2020 on 24th February, 2021. in association with the Karnatak University Post-Graduate Teachers' Association and Bharatiya Shikshan Mandal. Prof. T.V. Kattimani, Vice-Chancellor, Central Tribal University of A. P., Vizianagaram, and also a member of the NEP Drafting Committee delivered two lectures on:
  - i. Transformational Provisions of NEP; and
  - ii. Role of Teachers in Implementing NEP.
2. The Academic and Administrative Audit (AAA) of the University for the years 2018-19 and 2019-20, was carried out during 3-3-2021 to 5-3-2021. The Committee was chaired by Prof. H.M. Maheshwaraiah, Former Vice Chancellor, Central University of Karnataka, Kalaburagi.
3. Participated in compilation of information for NIRF
4. Initiated and completed the preparation of Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (COs)



### Appendix III

#### Recommendations of AAA Committee for the year 2018 -19 and 2019-20

Recommendations	Action Taken
All hostel messes and dining halls need repairs and painting.	Repairs and painting works to messes and dining Halls of the Hostels been executed
Floor damages and civil works are to be attended on priority.	These works are being attended is a phased manner
Compound wall for all ladies hostels, need to be built	Compound walls wherever necessary are built
Hostel premises need to be kept clean and plastic free	Hostel premises are being kept clean & plastic free
Unofficial entry of outsiders (in hostels and on the campus) needs to be controlled.	Measures to control the entry of outsiders are taken up
Waste items (Old Cots, Tables etc) are to be disposed to utilize that occupied space	Action is being taken up for disposal of dead stock materials
Cleanliness needs to be maintained inside and outside the hostel.	Cleanliness work in all hostels takenup on priority
Drinking water facility needs to be enhanced in all the hostels and in different location of the campus	Action taken to improve the drinking water facility
Security guards service round the clock, adequate electric lighting on the roads, in front of all ladies hostels and for making campus student friendly	These services are provided in all the hostels
Facilities like separate 24/7 reading room, meditation room and indoor games are required in ladies hostels	Such facilities are being worked out and implemented in a phased manner
Vidya Soudha building of the University is to be renovated on priority basis. Proper upkeep of washrooms also needs to be taken care off immediately.	The proposal to renovate the building has been submitted to Govt. However urgent works are executed
Infrastructure on the Campus like roads and drainage can be constructed by a possible resource linkage to the Hubballi-Dharwad Smart City Initiatives.	Efforts were made to improve the roads/drainage of the camps
The Canteen should have documents relating to contract, menu, pricing and other terms and conditions.	Necessary details are being displayed at the canteen



## **Proceedings of the IQAC Advisory Committee Meeting**

The meeting of the Advisory Committee of the IQAC was convened on 13<sup>th</sup> January 2021 at 11.30 a.m. in the Syndicate Hall, Karnatak University, Dharwad under the chairmanship of the Hon'ble Vice Chancellor. The agenda and supplementary material was circulated in advance to the members. The following members were present:

1. The Registrar, K.U.Dharwad
2. The Registrar (Evaluation), K.U.Dharwad
3. The Finance Officer, K.U.Dharwad
4. Dr. Kalmesh Haveripet, Syndicate Member, K.U.Dharwad
5. The Resident Engineer, K.U.Dharwad
6. Dr. Mallikarjun Patil, Dean, Faculty of Arts, K.U.Dharwad
7. Dr. A.N. Tamragundi, Dean, Faculty of Commerce, K.U.Dharwad
8. Dr. N.N. Ganihar, Dean, Faculty of Education, K.U.Dharwad
9. Dr. R.R. Kulkarni, Dean, Faculty of Management Studies, K.U.Dharwad
10. Dr. Ch. Ramesh, Dean, Faculty of Science and Technology, K.U.Dharwad
11. Dr. M.A. Jalihal, Dean, Faculty of Social Sciences, K.U.Dharwad
12. Librarian, Prof. S.S. Basavanal Library, K.U.Dharwad
13. Dr. R.R.Naik, Director, Students Welfare, K.U.Dharwad
14. Dr. M. David, Director, PMEB, K.U.Dharwad
15. Dr. Seetharam Pawar, Director, ODL Programme, K.U.Dharwad
16. Prof. Shivanand Kanavi, NIAS, Bengaluru
17. Prof. (Rtd.) M.V.Kulkarni, Dharwad
18. Prof.J.R.Tonannavar, Dept. of Physics, K.U.Dharwad
19. Prof.Jayashree S., Dept. of Sociology, K.U.Dharwad
20. Dr.Kirankumar Bannigol, Dept. of Commerce, K.U.Dharwad
21. President, P.G.Teachers' Association, K.U.Dharwad
22. President, Non-teaching Staff Employees Association, K.U.Dharwad.
23. Dr.G.S.Hadagali, Coordinator, IQAC, K.U.Dharwad
24. Dr. S.T Bagalkoti, Director, IQAC, K.U.Dharwad

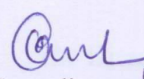
The Director welcomed the Committee and presented items as per the agenda detailing the activities undertaken by the IQAC during the last 8 months. At the end, detailed discussion ensued on the following issues:

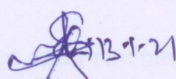
- i. Inclusion of green auditing, waste management, anti-sexual harassment and mental health counselling in the policies that are being framed. The Director assured that these will be part of the deliberations of the Committees on 'Policy on Environment Management and Sustainable Practices' and 'Student Welfare Policy';



- ii. The need to update the website and make it more dynamic. The Registrar informed the house that the process is underway and the website will be upgraded. A suggestion for creation of an institutional repository was made along with going for an institutional web portal;
- iii. There was an extended discussion about the open elective courses (OEC) and the way they are conducted;
- iv. Developing e-content by the teachers is an important activity in these days of online learning. In this context, the Vice Chancellor informed the house that a team from the BVB University, Hubballi was invited to discuss about this issue. A decision to form a team of teachers to visit the BVB University to create similar facilities for recording of video lectures and generating e-content was made. A suggestion to set up studios to record lectures and to involve officials from the Doordarshan Kendra as they are experienced in creating and editing e-content was also made;
- v. The need to revise the plagiarism guidelines of the University was also discussed and it was assured that in the forthcoming policy, the revisions will be incorporated.
- vi. There was discussion with regard to publication of University Journals and making them available as e-copies. A suggestion to include faculty from Library Science Department was also made. The Vice Chancellor assured that suitable actions will be initiated;
- vii. As regards the requirements of the IQAC office is concerned, the Committee unanimously recommended to provide the equipment and manpower needed by the office.

The meeting ended with the Co-ordinator, Dr. Gururaj Hadagali, proposing vote of thanks to the Committee.

  
Co-ordinator 13/1/21

  
Director

  
Registrar



## Proceedings

The meeting of the Advisory Committee of the IQAC of Karnatak University was convened on 6<sup>th</sup> August 2020 at 11.00 a.m. in the Syndicate Hall. Hon'ble Vice Chancellor chaired the meeting.

The Director welcomed the members and requested the Chairman of the Committee, Hon'ble Vice-chancellor, to conduct the proceedings, as per the agenda circulated.

The Director made a presentation about the proposed roadmap for preparation for NAAC 2021 and sought the cooperation of all the members. The agenda wise deliberation was made and the following resolutions were adopted:

**Agenda 1: Consideration of the Quality policy**

**Resolution:** After detailed discussions on the points mentioned in the draft quality policy, the Committee approved the same for implementation with effect from the academic year 2020-21.

**Agenda 2: Approval of the AQAR 2017-18 and 2018-19**

**Resolution:** The AQAR 2017-18 was approved and since the AQAR 2018-19 is being finalized, it was decided to approve the same through circulation after it is finalized.

**Agenda 3: Conduct of AAA – a combined one for 2018-19 and 2019-20**

**Resolution:** The Director proposed to conduct a combined AAA for 2018-19 and 2019-20 during February 2021. It was decided that the whole activity needs to be conducted as an exercise towards preparation of the SSR for the next cycle of reaccreditation. It was resolved accordingly.

**Agenda 4: Preparation of the Strategic Plan 2020-21 to 2024-25**

**Resolution:** The Committee resolved that in order to draft the Strategic Plan for the period 2020-21 to 2024-25 be prepared and the same may be assigned to the Committee constituted for the said purpose.

**Agenda 5: Consideration of the Quality Parameters for the year 2020-21**

**Resolution:** The quality parameters for the year 2020-21 were considered and approved by the Committee with modifications ( appended to the proceedings).

**Agenda 6: Creation of Cells/Committees and making them functional**

**Resolution:** The Committee resolved to initiate actions to formulate various Committees as suggested and also as required for preparation of the SSR as well as other operations in the University.



**Agenda 7: Framing and revision of policies**

**Resolution:** The Committee resolved to initiate actions to frame various policies, if not framed and revise the policies as per the emerging requirements. There was a suggestion to make the Committees comprehensive in nature. It was resolved that the respective committees shall be formed that will be working continuously in furthering the functions assigned to them.

**Agenda 8: The 360 degree assessment reports**

**Resolution:** The Director briefed the importance of the 360 degree evaluation and shared the questionnaires prepared for obtaining the feedback on curriculum from different stakeholders. The Committee perused the same and approved the actions of the Director.

The Director also presented the report on the 'Students' Feedback on Teachers' for the year 2018-19.

**Agenda 9: Approval of the Annual Budget for various activities of IQAC**

**Resolution:** The annual budget proposed by the Director was considered and approved by the Committee.

**Agenda 10: Staff support to IQAC**

**Resolution:** Given the nature and enormity of work involved, the request of the Director was favourably considered by the Committee. The Committee resolved to provide need based additional staff support to IQAC.

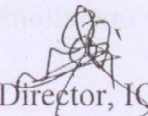
**Agenda 11: Nomination of a Dy. Director/Co-ordinator to assist the Director**

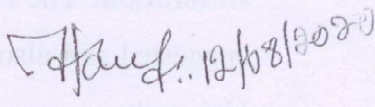
**Resolution:** It was resolved to consider the request and initiate actions for nominating additional personnel for the IQAC.

**Agenda 12: Any other matter with the permission of the Chair**

**Resolution:** No specific issue was discussed. The Director briefed the Committee about the webinar being organized in collaboration with NAAC and requested for everybody's participation. Training programmes for teachers, research scholars and administrative staff were also proposed to be organized and were accepted in principle.

The meeting ended with the Director, IQAC thanking everyone for their involvement and suggestion in making the NAAC activities more effective.

  
Director, IQAC

  
REGISTRAR