

Ref. No. KAHER/IQAC/22-23/D- 21062203

21st June 2022

MEETING NOTICE

I am directed to convene the **58th Meeting** of the **Internal Quality Assurance Cell (IQAC)** of the University on **Tuesday, 28th June 2022 at 3.00 PM** in the Academic Council Hall of the University to discuss the following matters:

A G E N D A

1. Confirmation of the Minutes of the 57th meeting of the IQAC held on 04/03/2022
2. Action taken on various decisions of the 57th meeting of the IQAC held on 04/03/2022
3. Online feedback system
 - Reporting by Director, Academic Affairs, KAHER


Agenda For discussion

4. Copy Right of all Post-Graduation Dissertations, Systematic Reviews and Ph.D Thesis
 - Process and outcome
 - Reporting by Dr. Shivayogi Hugar Member-Secretary, IPR Cell, KAHER
5. Appointment of Agent for IPR Cell to facilitate Patent Application
6. Registration of Institutional Innovation Centre of KAHER
 - IICA Registration
 - Reporting by , Dr.Punnya Angadi, Asst. Co-ordinator, IQAC, KAHER
7. Incentive Policy for staff towards research
 - Reporting by Dr. Alka Kale / Dr. Sunil Jalapure
8. Review of progress of Clubs / Associations
 - Alumni Association, Photography Club, Cycling Club, Joggers Club, Ted-talk Club, and Theatre

Reporting by Dr. Chandra Metgud, Asst. Co-ordinator, IQAC, KAHER

9. Creation of linked-in profile of all passing out students
10. Measures for improvement of institutional perception
11. Any other matter with permission of Chair.




Prof. (Dr.) V. A. Kothiwale
Registrar

To,

The Members, IQAC, KAHER, Belagavi.

CC to:

1. The Special-Officer to Hon. Vice-Chancellor, KAHER, Belagavi.
2. The Finance Officer, KAHER, Belagavi.

Ref. No. KAHER/IQAC/22-23/D- 12 0822 07

8th August 2022

To,

The Members,

Internal Quality Assurance Cell (IQAC),

KAHER,

Belagavi.

Sir / Madam,

Sub : Minutes of the 58th Meeting of IQAC held on 28-06-2022

Please find enclosed the minutes of the 58th meeting of the **Internal Quality Assurance Cell (IQAC)** of KAHER held on **28th June 2022**, for your kind information and reference.

Thanking you,

Yours Sincerely,



Prof. (Dr.) V.A. Kothiwale
Registrar

Encl : As above.

CC to:

1. The Special Officer to Hon. Vice-Chancellor, KAHER, Belagavi.

Ref. No. KAHER/IQAC/22-23/D-

8th August 2022

PROCEEDINGS OF THE 58th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD IN THE ACADEMIC COUNCIL HALL OF THE KAHER ON 28th JUNE 2022

MEMBERS PRESENT:

As per the Attendance-Sheet:

Dr. Seema Hallikerimath, Co-ordinator, IQAC welcomed the members and briefed the members as regards to the work done by IQAC from last meeting (4th March 2022) to date.

1. Combined Meeting of IQAC, Academic Affairs, Controller of Examinations and UDEHP was held twice on following dates:

- 5th April 2022 and 9th June 2022

Discussions held:

- Different aspects of curriculum in terms of designing, development and assessment was discussed in this combined meeting.
- The Summary Sheet for curriculum revision that Department of Academic Affairs has prepared may be reframed if required.
- The members discussed about the newer components of the curriculum which may require faculty training by UDEHP and educational units of all constituent units. The training in this regard will facilitate implementation of these components in identified topics.
- It was resolved and approved that the process of the new Value Added Courses will be first taken up in the BoS Meeting then the same will be placed in respective Faculty Meetings. The same has to be followed in the Academic Council for approval.
- Director, Academic Affairs briefed the feedback process. In coordination with IT Department the same will be implemented from 2022-23.
- The Controller of Examinations informed the members that the KAHER University is in the process of preparing an E-panel of Examinees that will be completed soon.

2. Combined Meeting of IQAC and IPR Cell of the University was held on 30th May 2022

Based on the discussions held in this meeting an "Awareness Program on IPR under National Intellectual Property Awareness Mission (NIPAM)" by Dr. Sharan Gouda, Asst. Controller of Patents & Design, Chennai, GOI was organized by IQAC and IPR Cell on 6th June 2022.

3. A meeting with all College Co-ordinators was held on 15th June 2022.

Discussions held:

- All Co-ordinators were requested to go through the SSR and apprise IQAC, KAHER regarding any changes that need to be made in the uploads in the subsequent data collection.
 - They were also requested to identify criteria-wise events / guest speakers who can be invited by the University so as to benefit all constituent colleges.
4. Attended National Seminar on **“Emerging Quality Perspectives in Higher Education”**
- 8th May 2022 – Organized by Dr. D. Y Patil Education Society, Deemed University, Kolhapur.
 - The Seminar included 9 sessions. Vice-Chancellors of Eminent Universities were the Resource Persons that also included one session by Hon. Vice-Chancellor of KLE Academy of Higher Education and Research, delivered lecture on **‘Aligning Pedagogy with Quality Indicators’**.

Hon. Vice-Chancellor briefed the members with the following information:

- All faculties of Board of Studies meetings henceforth should compulsorily have one agenda to review the programs and how Outcome Based Education is being followed.
- Director, UDEHP may be nominated as Member of the IQAC of KAHER.
- The KAHER had invited applications from the in-house faculty members for various positions at IQAC. University has received three applications and the same shall be looked into at the earliest.

The Agenda was taken up by Chairman, Hon. Vice-Chancellor for further discussion and consideration:

- Item No. 1:** *Confirmation of the minutes of the 57th meeting of the IQAC held on 04-03-2022.*
- *Confirmed.*
- Item No. 2:** *Action taken on various decisions of the 57th meeting of the IQAC held on 04-03-2022.*
- *Noted and taken on records.*

Actions taken by KAHER-IQAC, based on the resolutions adopted in the previous meeting of the IQAC held on 4th March 2022 were discussed and the work done were noted.

Item No. 3: *On-line feed-back system.*

Dr. Roopa Bellad, Director, Academic Affairs briefed the members regarding process of feedback and work done so far in this regard. Mr. Pranesh, IT Administrator made presentation regarding On-line system for '*Feed-back on curriculum by Stakeholders*'.

Resolution:

Resolved to introduce mid-term on-line feed-back system for the stakeholders with inclusion of following suggestions:

- Feedback should be obtained by all 100% students.
- Unique ID issued to the students may be used as password.
- This can be linked to 'Contineo' Student Management Software and analysis part has to be looked into.
- A comprehensive format designed including curriculum, academics, infrastructure, etc. is accepted. However, colleges may continue taking college-wise / Department wise feedbacks, which can be analyzed by the Principals.

Item No.4 *Copy-Rights of all Post-Graduate Dissertations, Systematic Reviews and Ph.D. Thesis.*

Item No.5 *Appointment of Agent for IPR Cell to facilitate Patent Application.*

Resolution:

Dr. Seema Hallikerimath, Co-ordinator, IQAC on behalf of Dr. Shivayogi Hugar, Member-Secretary, IPR Cell, KAHER briefed on framing guidelines / policy for Copy-Rights of all Post-Graduate Dissertations, Systematic Reviews and Ph.D. Thesis. The members were also briefed regarding IPR agents available in Belagavi. It was resolved that the IPR Cell will contact the agents and have discussions regarding type of consultancy services the agent provides, financial implications / fee / charges involved, etc. The same shall be presented in forthcoming Research Coordination Committee and shall be resolved.

Item No.6 *Registration of Institutional Innovation Centre of KAHER.*

Dr. Punnya Angadi, Assistant Co-ordinator, IQAC, KAHER made presentation with regard to registration of Institutional Innovation Centre.

Resolution:

The University will take initiatives in this regard and working committee will be framed so as to go ahead with the registration. This can be incorporated under the umbrella of guidelines by UGC for establishment of Research and Development Cell in Higher Education Institutions.

Item No.7 *Incentive Policy for staff towards research.*

Dr. Alka D. Kale, Principal, KLE VK Institute of Dental Sciences, Belagavi made presentation with regard to Incentive Policy for staff towards research.

Resolution:

Resolved to gather some more information, redraft and submit the same to KAHER for approval in the forthcoming meeting of Research Coordination Committee.

Item No.8 *Review of progress of Clubs / Associations.*

IQAC team briefed the work done by various Clubs / Associations viz. Alumni Association, Photography Club, Cycling Club, Joggers Club, Ted-talk Club and Theatre.

Resolution:

The Chairman suggested to ascertain whether it is mandatory to register these Clubs with the Charity Commissioner as they are being in-house Clubs. IQAC needs to prepare the list of Clubs / Associations to be registered. The matter may be discussed with the concerned and decided. The Chairman also suggested that events / activities under the banner of respective Clubs need to be conducted and the reports to be submitted to IQAC.

Item No.9 *Creation of linked-in profile of all passing out students.*

The Chairman suggested to consider creation of linked-in profile of all passing out students.

Resolution:

Resolved to consider creation of linked-in profile by all passing out students as it is a largest data base. A person can be made in-charge in all colleges to review this.

Item No.10 *Measures for improvement of institutional perception.*

The IQAC discussed and invited suggestions for improvement of institutional perception. Dr. M.S.Ganachari, Deputy Registrar informed that as resolved in the previous IQAC meeting,

KAHER has been sending hard copies of the Journals, Bulletins, Publications, etc. to all Universities in AIU list.

Resolution:

The Chairman suggested to send soft copies of these publications to the Universities / Institutions / Colleges and also to Vice-Chancellors, Deans and Directors through e-mail.

The meeting concluded with a vote of thanks to the Chair.



CO-ORDINATOR, IQAC



REGISTRAR



CHAIRMAN

KAHER, BELAGAVI

ACTION TAKEN ON VARIOUS DECISIONS OF THE 58th and 59th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) OF KAHER

Agenda No	Subject/Item	Discussion/Briefing	Resolution	Action Taken
Item No. 1	Confirmation of the minutes of the 58th meeting of the IQAC held on 4th March 2022 & 9th August 2022	The minutes were read	Confirmed	Noted
Item No. 2	Action taken on various decisions of the 58th meeting of the IQAC held on 4th March 2022 & 9th August 2022	Action taken on various decisions was discussed and taken on record	Confirmed	Noted

Agenda No	Subject/Item	Discussion/Briefing	Resolution	Action Taken
Item No. 3	On-line feed-back system	Dr. Roopa Bellad, Director, Academic Affairs briefed the members regarding process of feedback and work done so far in this regard. Mr. Pranesh, IT Administrator made presentation regarding On-line system for <i>'Feed-back on curriculum by Stakeholders'</i> .	<p>Resolved to introduce mid-term on-line feed-back system for the stakeholders with inclusion of following suggestions:</p> <ul style="list-style-type: none"> • Feedback should be obtained by all 100% students. • Unique ID issued to the students may be used as password. • This can be linked to 'Contineo' Student Management Software and analysis part has to be looked into. • A comprehensive format for feedback has been designed that includes curriculum, academics, infrastructure, etc. • However, colleges may continue taking college-wise / Department wise feedbacks, 	<p>Combined Meetings of IQAC, Academic Affairs and IT Section were held on following dates to look in to the work progress towards feedbacks :</p> <p>1.16th Sept. 2022 2.19th Oct 2022 3.20th Oct 2022 4.15th Nov 2022</p> <ul style="list-style-type: none"> • Online feedback for all 100% students is available on University website from 8th October 2022. <p>URL : feedback.kaher.edu.in</p> <ul style="list-style-type: none"> • Students login with their USN No. and given a default password which can be changed. • All students were explained the steps to be followed to give a feedback. • The last date for submission of feedback was 23/11/2022 • The analysis has been shared with all colleges. The colleges are asked to

			which can be analyzed by the Principals.	submit the ATR for the same to IQAC KAHER.
Agenda No	Subject/Item	Discussion/Briefing	Resolution	Action Taken
Item No. 4 & 5	Copy-Rights of all Post-Graduate Dissertations, Systematic Reviews and Ph.D. Thesis. Appointment of Agent for IPR Cell to facilitate Patent Application	Dr. Seema Hallikerimath, Co-ordinator, IQAC on behalf of Dr. Shivayogi Hugar, Member-Secretary, IPR Cell, KAHER briefed on framing guidelines / policy for Copy-Rights of all Post-Graduate Dissertations, Systematic Reviews and Ph.D. Thesis. The members were also briefed regarding IPR agents available in Belagavi.	It was resolved that the IPR Cell will contact the agents and have discussions regarding type of consultancy services the agent provides, financial implications / fee / charges involved, etc. The same shall be presented in forthcoming Research Coordination Committee and shall be resolved.	<ul style="list-style-type: none"> • Quotations were taken from two IPR agents. • Meetings held with the IPR agents and office of the Registrar. • Finalized with one IPR agent • MoU signed with the firm • Copyrightable books and publications identified by colleges and work is in progress with IPR agent.

Agenda No	Subject/Item	Discussion/Briefing	Resolution	Action Taken
Item No. 6	Registration of Institutional Innovation Centre of KAHER	Dr. Punnya Angadi, Assistant Co-ordinator, IQAC, KAHER made presentation with regard to registration of Institutional Innovation Centre.	<p>The University will take initiatives in this regard and working committee will be framed so as to go ahead with the registration.</p> <p>This will be incorporated under the umbrella of Research and Development Cell in Higher Education Institutions as per guidelines by UGC.</p>	<p>R&D Cell of the University is established. The Cell will work as follows henceforth.</p> <p>Director : Dr. S.S. Goudar Deputy Directors : Dr. Sunil Jalalpure and Dr. Punnya Angadi</p> <p>Five Committees will function under their guidance with each having a convener.</p> <ol style="list-style-type: none"> 1. Finance and infrastructure - Convener: Dr. Rajesh Powar 2. Research Program, policy development - Convener : Dr. Madhav Prabhu 3. Collaboration and Community - Convener : Dr. Girija Mahantshetti 4. Product Development, Monitoring and Commercialization - Convener : Dr. Anil Koralli 5. IPR, Legal and Ethical Matters - Convener : Dr. Shivayogi Hugar <p><i>Discussion regarding newly constituted Research and Development Cell was also held in Research Advisory council / Research Co-ordination committee held on 2nd November 2022.</i></p> <p>Presentation regarding the same will be made in 60th meeting.</p>

Agenda No	Subject/Item	Discussion/Briefing	Resolution	Action Taken
Item No. 7	Incentive Policy for staff towards research	Dr. Alka D. Kale, Principal, KLE VK Institute of Dental Sciences, Belagavi made presentation with regard to Incentive Policy for staff towards research.	Resolved to gather some more information, redraft and submit the same to KAHER for approval in the forthcoming meeting of Research Coordination Committee.	The discussion was carried out with Director, Research and the final draft is ready. The same shall be discussed and implemented by Finance and infrastructure committee. Meeting is called on 20 th Dec for the same.
Item No. 8	Review of progress of Clubs / Associations.	IQAC team briefed the work done by various Clubs / Associations viz. Alumni Association, Photography Club, Cycling Club, Joggers Club, Ted-talk Club and Theatre	The Chairman suggested to ascertain whether it is mandatory to register these Clubs with the Charity Commissioner as they are being in-house Clubs. IQAC needs to prepare the list of Clubs / Associations to be registered. The matter may be discussed with the concerned and decided. The Chairman also suggested that events / activities under the banner of respective Clubs need to be conducted and the	All Clubs are registered and are being monitored.

			reports to be submitted to IQAC.	
Agenda No	Subject/Item	Discussion/Briefing	Resolution	Action Taken
Item No. 9	Creation of linked-in profile of all passing out students	The Chairman suggested to consider creation of linked-in profile of all passing out students.	Resolved to consider creation of linked-in profile by all passing out students as it is a largest data base. A person can be made in-charge in all colleges to review this.	All colleges have submitted names of staff in-charge for the same and IQAC has received the names of staff incharges. The same will be taken up in the 60 th meeting as one of the agenda's.
Item No. 10	Measures for improvement of institutional perception.	The IQAC discussed and invited suggestions for improvement of institutional perception. Dr. M.S. Ganachari, Deputy Registrar informed that as resolved in the previous IQAC meeting, KAHER has been sending hard copies of the Journals, Bulletins, Publications, etc. to all Universities in AIU list.	The Chairman suggested to send soft copies of these publications to the Universities / Institutions / Colleges and also to Vice-Chancellors, Deans and Directors through e-mail.	The same is been followed by all constituent colleges.