

Ref. No. KAHER/IQAC/22-23/D- 23032317

23rd March 2023


MEETING NOTICE

I am directed to convene the 62nd Meeting of the Internal Quality Assurance Cell (IQAC) of the University on **Thursday, 6th April 2023 at 11.00 AM** 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 61st Meeting of the IQAC held on 08/02/2023
2. Action taken on various decisions of the 61st Meeting of the IQAC held on 08/02/2023
3. Student's Scholarship (Academic and Sports)
 - For discussion and approval
4. Common Entrance Examination
 - For discussion
5. Review of utilization of Imparatus
 - Presentation by Dr. Tejashri Pradhan, Asst. Co-ordinator, IQAC, KAHER
6. Constitution of Committee for DBT Grants for infrastructure augmentation
7. 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 / 23-24/D- 05052308

6th May 2023

To,

The Members,

Internal Quality Assurance Cell (IQAC),

KAHER,

Belagavi.

Sir / Madam,

Sub : Minutes of the 62nd Meeting of IQAC held on 06-04-2023

Please find enclosed the minutes of the 62nd Meeting of the Internal Quality Assurance Cell (IQAC) of KAHER held on 6th April 2023, 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/23-24/D- 05052309

6th May 2023

**PROCEEDINGS OF THE 62nd MEETING OF THE INTERNAL QUALITY ASSURANCE
CELL (IQAC) HELD IN THE ACADEMIC COUNCIL HALL OF KAHER ON 06-04-2023**

MEMBERS PRESENT:

(As per the Attendance Sheet)

Dr. Seema Hallikerimath welcomed all the distinguished members of IQAC. She thanked the external members Dr. Prashant Vishwanath, Director Research, JSS Academy of Higher Education and Research and Dr. Chamundeshwari, Registrar, Meenakshi Academy of Higher Education and Research, Chennai for joining the meeting (On-line). She acknowledged the presence of Management representatives for IQAC Dr. V. S. Sadhunavar, Member, Board of Management, KLE Society and Dr. Preeti Kore, Life Member, KLE Society for the meeting. Hon. Vice-Chancellor was requested to Chair the meeting and to take the agenda for the meeting.

Item No. 1: **Confirmation of the minutes of the 61st meeting of the IQAC held on 8th February 2023.**
- Confirmed.

Item No. 2: **Action Taken on various decisions of the 60th meeting of the IQAC held on 8th February 2023.**
- Noted and taken on records.

While taking note of the ATR, Based on the resolutions adopted in the previous meeting held on 8th February 2023, Dr. Nitin M. Gangane, Hon. Vice-Chancellor briefed the members with the following information:

- The KAHER has decided to consider grant of seed money of Rs.1.00 lakh per faculty member to take up research projects, pilot study, etc.
- Dr. V. A. Kothiwale, Registrar, informed that the research grant provision has been made in the budget and same will be transferred to the respective Heads of the Institutions.
- In response to this, Dr. S.S. Goudar, Director, Research briefed the members regarding the process and progress of applications. The applications will be sought all year round. Grant of financial aid will be done every quarter following the review process.
- He also informed that the provision has to be made for disbursing the grant to the Colleges and then to the Principal Investigator after following due procedure by Principals of individual constituent colleges.
- In regard to this, 49 applications have been received from the faculty members out of which 38 applications have been considered and recommended for grant of seed money.

The remaining 11 applications have been returned to the faculty members with a request to resubmit after corrections.

- In order to have uniformity in disbursement and monitoring of research grants, Hon. Vice-Chancellor suggested that the R&D Cell will prepare the draft Policy in this regard and submit the same to KAHER for approval and circulated thereafter to all the constituent units.
- Hon. Vice-Chancellor also briefed the members that :
 - KAHER has made necessary provision in the Annual Budgets for research activities by the UG and PG students for the academic year 2023-24.
 - Matter related to Preparation of guidelines / Policy for grant of scholarship (meritorious, concession in payment of tuition fee, etc.) and Common entrance test was taken up along with agenda for the meeting.
- Green and Energy Audit of the campus needs to be looked into every year by civil and maintenance department. With regard to this Dr. Preeti Kore, Life Member, KLE Society, management representative for IQAC said that she will look into this matter along with the team.
- Hon'ble Vice-Chancellor proposed that the Finance Officer, Site Engineer and IT Administrator may be included as Special Invitees on the IQAC so as to discuss matters related to finance & accounts, infrastructure development and IT.
- The KAHER has provided state-of-art facilities for conduct of various research activities which need to be effectively utilized by the staff and students.
- University is in the process of outsourcing the services of genomic lab focusing on the development of genetics and genomics technologies together with associated laboratory automation systems, data analysis and information management tools. The aforesaid Lab also specializes in the development of custom assays for quantification of specific molecules in complex clinical samples.
- The OPD facilities available in Physiotherapy at KLE Dr. Prabhakar Kore Hospital are to be optimally utilized.

Dr. Col. M. Dayananda, Medical Director, KLE Dr. Prabhakar Kore Hospital and Medical Research Centre, Belagavi informed that there is inspection of the KLE Dr. Prabhakar Kore Hospital by NABH and QCI and requested all the Heads of the Institutions and Departments to co-operate for smooth conduct of the inspection.

- The Director-IQAC informed the members, regarding queries that were received from NIRF and the dates of response from University:

Sl. No.	Topic	Query on	Submitted on
1	Ph.D	14 th Feb 2023	18 th Feb 2-23
2	Consultancy Project	20 th Feb 2023	22 nd Feb 2023
3	Seminar/Conference	3 rd March 2023	6 th march 2023
4	Ph.D	23 rd March 2023	23 rd March 2023
5	Studio	3 rd April 2023	3 rd April 2023
6	Ph.D	8 th April 2023	13 th April 2023
7	Publication and Patents	13 th April 2023	19 th April 2023

- Director-IQAC Informed that Internal Software is available for uploading the data of the institutions and the same has been oriented to all Asst. Co-ordinators of IQAC, College IQAC Co-ordinators and the Criteria Incharges of the constituent colleges by conducting the workshop of 8 to 10 days where they have been explained about every parameter and key indicators and method of uploading the data. Each department has been given a password that can be used by faculty members to upload the information. This can be a continuous process or Departments / Colleges can upload the information every three months.
- Hon. Vice-Chancellor and Dr. V. S. Sadunavar, Director, BoM suggested to Director-IQAC that, the status of quantitative parameters should be presented every three months in IQAC meetings so that analysis can be carried out and timely actions can be initiated for improvement immediately. They suggested that each college can upload the data on monthly basis so that IQAC can review the same on quarterly basis. In order to facilitate submission of this, IQAC shall prepare and circulate the format in which the information can be collected that will also aid in preparation of AQAR.

As regards to subscription for Scopus Database, Dr.V.A.Kothiwale, Registrar informed that subscription for Scopus Database will be done for the next three years (2023-26). In this regard, Hon. Vice-Chancellor informed that the Scopus is a reputed database and University will be subscribing for it. The same can be used for various purposes including metanalysis.

Hon. Vice-Chancellor also informed the principals of all constituent colleges that, based on the perspective plans proposed by the Principals, they were asked to submit budget requirements under different headings for the year 2023-24. However, only two institutions have submitted the same. The concerned Principals of the constituent units shall submit the same at the earliest so as to make necessary budgetary provision and also make presentations in the meetings of the statutory bodies of KAHER for approval.

Item No. 3: Students Scholarship (Academic and Sports).

The IQAC considered the proposal for Students Scholarship (Academic and Sports). Hon. Vice-Chancellor informed that budgetary provision has been made for various Scholarships. KAHER is in the process of preparing Scholarship Policy. He informed that the same will be finalized in consultation with Hon. Chancellor and this will be placed in the forthcoming meetings of the Finance Committee / Board of Management.

Resolution:

Resolved to agree in principle for grant of Students Scholarship (Academic and Sports). However, the final Policy will be made ready soon by the University.

Item No. 4 : Conduct of Common Entrance Examination.

The IQAC proposed conduct of Common Entrance Examination for those courses not Governed by NEET (Pharmacy, Physiotherapy, Nursing and Allied Health Sciences) mainly to have good ratio of applications to number of seats available.

Resolution:

Regarding conduct of Common Entrance Examination, Hon. Vice-Chancellor informed that there was a discussion with Hon. Chancellor about this and informed that there shall be no Entrance Examination this year.

Dr. M. S. Ganachari, informed that, KAHER has prepared a list of programs that are offered by University (That are governed by regulatory bodies and the ones that are not are not governed by regulatory bodies). Notification regarding the same will be circulated shortly for the academic year 2023-24.

Director-IQAC informed that during the SSR submission, the number of applications vis-a-vis the intake was not very good. In order to improve the ratio of enquiries / applications against the courses, it was suggested that the constituent colleges shall maintain a separate register recording the enquiries like candidate name, address, mobile no, Aadhaar card etc. In response thereto, Hon. Vice-Chancellor suggested that IQAC will prepare a common format. So that, students related information regarding enquiries can be collected, uniformly across all faculties.

Dr. Deepa Metgud, Internal Advisor-IQAC suggested that, KAHER can request the students who pass PUC – II Year Science from the KLE Science Colleges to council the students and if willing fill the applications (for all non NEET programmes: Nursing, Pharmacy, Physiotherapy and Allied Health Science Courses only) so as to increase the number of applications.

Hon.Vice-Chancellor appreciated the suggestion and requested Dr. Sunil. S. Jalalpure, to take the responsibility of registration of students (with No Registration

Fees) by filling the application forms. The application format to be made available to Dr.Sunil Jalalpure by admission section.

Item No. 5 : **Review of utilization of Imparatus.**

Dr. Tejashri Pradhan, Assistant Co-ordinator, IQAC made presentation with regard to review of utilization of Impartus. She informed that in today's technological field, mastering architect skills and utilizing ICT tools to create e-content and use them in teaching learning is of utmost importance in educational institution. In the NAAC assessment, this is assessed in various matrix numbers. One among them is use of ICT enabled tools by the teaching faculty for the development and delivery of e-content, e-courses, video lectures and demonstrations. The same may be shared on Institutional websites and on various National platforms. In regards to this, data regarding the Utilization of ICT based lecture capturing by 'Impartus' is important. She also informed that maximum utilization is by JNMC.

Resolution:

Resolved to take note of the same. It was informed that at present recording facility by Impartus is available in lecture rooms of JNMC. As there is designated area for Imparatus video-lecture recording, it is difficult for other colleges to record the video-lectures. For time being, a time table is being prepared for other constituent colleges wherein the faculty members have to come and record the lectures on the relevant topics. But to improvise our recorded numbers of lectures, University can think of making this facility available to other college buildings also.

Dr. A.S. Godhi suggested that there should be a mechanism to check the contents of video's for quality of content before uploading on any platforms.

Dr. Sunita Patil, Director, UDEHP suggested that in order to ensure quality of content, only those faculty members who are experienced and knowledgeable shall record the video-lectures and upload the same accordingly.

Dr. Deepa Metgud suggested that the students can use the central library or libraries in the respective constituent units to Login through the password provided to them to view these video-lectures.

Dr. M. S. Ganachari, informed that apart from the lecture halls with impartus facility, faculty should make use of the 'studio' that has been created to record their lectures. At present Ph.D. lectures are being recorded and those are uploaded in the Contineo software.

Hon. Vice-Chancellor suggested to create a platform through intra-mail wherein we can interact with each other through their individual accounts of G-mail and Hotmail or any other

Email. This is secure and Single message can be shared to everybody. The IT Department of KAHER shall take appropriate steps in this regard.

Item No. 6: **Constitution of Committee for DBT Grants for Infrastructure Augmentation**

Constitution of Committee for DBT Grants for Infrastructure Augments was proposed.

Resolution:

Resolved to constitute Committee for DBT Grants for Infrastructure Augments.

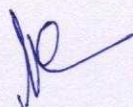
Dr. V.S.Sadhunavar, BoM, KLE Society in his final remarks informed that if we introspect ourselves and have complete involvement by the faculty and staff, we can do still better and contribute further not only for further growth and development of the University but also for improvement in ranking / grade by NAAC, NIRF, etc.

Dr. Prashant, external advisor for IQAC, suggested that though KAHER has been making substantial provision for research activities and created state-of-art facilities, the faculty and students are to be motivated to ensure that the facilities and grants are optimally utilized. He also suggested that there should be accountability.

Dr. Chamundeshwari suggested the KAHER has provided facilities for basic science research activities, the same needs to be optimally utilized and the faculty and students are to be encouraged for the same.

Dr. Jyoti M. Nagamoti, Controller of Examinations informed that as a part of innovation KAHER is in the process of introducing (paperless examination) Digital-based Examinations (E-Pad system) for the students by using Tablets. Initially, this system will be introduced for those of the courses wherein the annual intake of the courses is 100 (Dental, Pharmacy, Nursing, Ayurveda and Physiotherapy). She also briefed the members about feedback obtained by students regarding digital examination.


As there was no any other Agenda, the meeting concluded with a vote of thanks to the Chair.



MEMBER-SECRETARY



REGISTRAR



CHAIRMAN



**ACTION TAKEN ON VARIOUS DECISIONS OF THE
62nd MEETING OF THE INTERNAL QUALITY ASSURANCE
CELL (IQAC) ON 06-04-2023
KAHER, BELAGAVI**

Action Taken Report of the 62nd Meeting of IQAC held on 6th April 2023

Item No. 1 : Confirmation of the minutes of the 61st meeting of the IQAC held on 8th February 2023

Discussion/Briefing: The minutes were read

Resolution	Action Taken
Confirmed	Noted

Item No. 2 : Action taken on various decisions of the 61st meeting of the IQAC held on 8th February 2023

Discussion/Briefing: Action taken on various decisions were discussed and taken on record.

Some of important ones were ;

- Student's Scholarship : This point was discussed and will be taken up in the agenda of 62nd Meeting of IQAC
- Green and Energy Audit of the campus : Was discussed subsequently and is minuted as follows

Resolution	Action Taken
<p>For Green and Energy Audit of the campus :</p> <p>Decided to authorize Dr. Preeti Kore, to discuss the matter and process it.</p>	<p>It was decided that,</p> <ul style="list-style-type: none"> • Mr. Mallikarjun A Kamblyal, certified CEO.SUNSHUBH Technovations Pvt. Ltd, certified energy auditor will be carrying out Green and Energy Audit of the campus. • Inspection by internal members and external auditor of Dental College, BSRC was done on 31st May 2023. • A meeting with engineering section of all colleges and hospital was called. • Work is in progress at Dental College. • Subsequently College of Pharmacy, Belagavi, Physiotherapy College and Nursing College will be taken up. • Off-campus auditing will be done subsequent to these.

Item No. 3 : Student's Scholarship (Academic and Sports)

Discussion/Briefing : The IQAC considered the proposal for Students Scholarship (Academic and Sports). Hon. Vice-Chancellor informed that budgetary provision has been made for various Scholarships. KAHER is in the process of preparing Scholarship Policy. He informed that the modalities will be discussed and same will be finalized in consultation with Hon. Chancellor and this will be placed in the forthcoming meetings of the Finance Committee / Board of Management

Resolution	Action Taken
Resolved to agree in principle for grant of Students Scholarship (Academic and Sports). However, the final Policy will be made ready soon by the University.	The Policy document is prepared and is being discussed prior to implementation.

Item No. 4 : Common Entrance Examination

Briefing: The IQAC proposed conduct of Common Entrance Examination for those courses not Governed by NEET (Pharmacy, Physiotherapy, Nursing and Allied Health Sciences) mainly to have good ratio of applications to number of seats available.

Discussion: Regarding conduct of Common Entrance Examination, Hon. Vice-Chancellor informed that there was a discussion with Hon. Chancellor in this regard and this will be looked into soon.

Dr. M. S. Ganachari, informed that, KAHER has prepared a list of programs that are offered by University (That are governed by regulatory bodies and the ones that are not governed by regulatory bodies). Notification regarding the same will be circulated shortly for the academic year 2023-24.

Director-IQAC informed that the ratio between the number of applications and the intake was not very good. In order to improve the ratio it was suggested that all constituent college shall maintain a separate register recording the enquiries like candidate name, address, mobile no, Aadhaar Card etc. In response thereto, Hon. Vice-Chancellor suggested that IQAC will prepare a common format, so that, students related information regarding enquiries can be collected, uniformly across all faculties.

Dr. Deepa Metgud, Internal Advisor-IQAC made suggestion to increase the number of applications. These measures will help us increase the number of applications against the intake which in turn will increase the ratio.

Resolution	Action Taken
<ul style="list-style-type: none"> Hon. Vice-Chancellor appreciated the suggestion and requested Dr. Sunil. S. Jalalpure, to take the responsibility of registration of students (with No Registration Fees) by filling the application forms. The application format to be made available to Dr.Sunil Jalalpure by admission section. 	<ul style="list-style-type: none"> A format has been prepared and all colleges were requested to maintain the student applications / student enquiries in the same format. The same format will also be maintained at University office. The format was shared with all colleges on 9th May 2023. <p>KLE All India Examination for non NEET academic programs was conducted on 17th June 2023.</p> <p>There were more than 700 applications received for all programs. The ratio for seats available and applications is 1:2.</p> <p>Dr.Jalalpure is in communication with KLEs Science Colleges and the students have been communicated towards the available programs.</p>

Item No. 5 : Review of utilization of Impartus

Briefing: Dr. Tejashri Pradhan, Assistant Co-ordinator, IQAC made presentation regarding utilization of Impartus. She informed that in today's technological field, mastering architect skills and utilizing ICT tools to create e-content and use them in teaching learning is of utmost importance in educational institution. In the NAAC assessment, this is assessed in various matrix numbers. One among them is use of ICT enabled tools by the teaching faculty for the development and delivery of e-content, e-courses, video lectures and demonstrations. The same may be shared on Institutional websites and on various National platforms. In regards to this, data regarding the Utilization of ICT based lecture capturing by 'Impartus' is important. She also informed that maximum utilization is by JNMC.

Discussion: It was informed that at present recording facility by Impartus is available in lecture rooms of JNMC. As there is designated area for Impartus video-lecture recording, it is difficult for other colleges to record the video-lectures. For time being, a time table is being prepared for other constituent colleges wherein the faculty members have to come and record the lectures on the relevant topics. But to improvise our recorded numbers of lectures, University can think of making this facility available to other college buildings also.

- Dr. A. S. Godhi suggested that there should be a mechanism to check the contents of video's for quality of content before uploading on any platforms.
- Dr. Sunita Patil, Director, UDEHP suggested that in order to ensure quality of content, only those faculty members who are experienced and knowledgeable shall record the video-lectures and upload

the same accordingly. It was resolved that the constituent colleges will be responsible for the lectures being uploaded by their respective staff members.

- Dr. Deepa Metgud suggested that the students can use the central library or libraries in the respective constituent units to Login through the password provided to them to view these video-lectures. It was decided that students will login through the password provided to them to view these video-lectures from their respective places.
- Dr. M. S. Ganachari informed that apart from the lecture halls with impartus facility, faculty should make use of the 'studio' that has been created to record their lectures. At present Ph.D. lectures are being recorded and those are uploaded in the Contineo software.
- Hon. Vice-Chancellor suggested to create a platform through intra-mail wherein we can interact with each other, rather than our individual accounts of G-mail and Hotmail or any other Email. This is secure and Single message can be shared to everybody. The IT Department of KAHER was asked to take appropriate steps in this regard.

Resolution	Action Taken
<ul style="list-style-type: none"> • The faculty will use the Impartus facility provided once it is activated apart from other lectures and demonstration videos that are uploaded on Contineo. • Dr. M.S. Ganachari, Deputy Registrar, will communicate with contineo software incharge to facilitate viewership facility. 	<ul style="list-style-type: none"> • The Impartus cameras have been installed in Dental, Pharmacy, Ayurveda, Nursing, Physiotherapy, and recording studio. • A training session will be held for all teaching staff of all constituent colleges.

Item No. 6 : Constitution of Committee for DST Grants for infrastructure augmentation

Discussion/Briefing: Constitution of Committee for DST Grants for Infrastructure Augments was proposed.

Resolution	Action Taken
<p>Resolved to constitute Committee for DST Grants for Infrastructure Augments.</p> <ul style="list-style-type: none"> • The KAHER has made provision in the Annual Budgets for research activities for the UG and PG students for the academic year 2023-24. 	<p>Noted</p> <ul style="list-style-type: none"> • R & D Cell has discussed about this in the sub-committee meeting held on 18th April and the same will be notified. • Noted and the same has been discussed in research advisory meeting held on 20/6/2023.

<ul style="list-style-type: none"> It was resolved that IQAC will visit to all constituent colleges once in three months. 	<p>Team IQAC visited all constituent colleges as per the schedule given below.</p> <table border="0"> <tr><td>1. KLE College of Pharmacy Belagavi</td><td>20/06/ 2023</td></tr> <tr><td>2. KLE Inst. of Nursing Sciences Belagavi</td><td>20 /06/2023</td></tr> <tr><td>3. KLE Inst. of Physiotherapy Belagavi</td><td>20 /06/2023</td></tr> <tr><td>4. KLE VK IDS Belagavi</td><td>21 /06/2023</td></tr> <tr><td>5. J N Medical College Belagavi</td><td>21 /06/2023</td></tr> <tr><td>6. KLE HMC Belagavi</td><td>22 /06/2023</td></tr> <tr><td>7. KLE Sri BMK Ayurveda Belagavi</td><td>22 /06/2023</td></tr> <tr><td>8. KLE College of Pharmacy Hubballi</td><td>14 /07/ 2023</td></tr> <tr><td>9. KLE College of Pharmacy Bengaluru</td><td>5&6 /07/2023</td></tr> </table> <p>The report of the visit will be discussed in 63rd Meeting of IQAC.</p>	1. KLE College of Pharmacy Belagavi	20/06/ 2023	2. KLE Inst. of Nursing Sciences Belagavi	20 /06/2023	3. KLE Inst. of Physiotherapy Belagavi	20 /06/2023	4. KLE VK IDS Belagavi	21 /06/2023	5. J N Medical College Belagavi	21 /06/2023	6. KLE HMC Belagavi	22 /06/2023	7. KLE Sri BMK Ayurveda Belagavi	22 /06/2023	8. KLE College of Pharmacy Hubballi	14 /07/ 2023	9. KLE College of Pharmacy Bengaluru	5&6 /07/2023
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Item No. 7 : Other matters discussed with the permission of the chair.

<ul style="list-style-type: none"> Dr. V.S.Sadhunavar, BoM, KLE Society in his final remarks informed that if we introspect ourselves and have complete involvement by the faculty and staff, we can do still better and contribute further not only for further growth and development of the University but also for improvement in ranking / grade by NAAC, NIRF, etc. Dr. Prashant external advisor for IQAC, suggested that though KAHER has been making substantial provision for research activities and created state-of-art facilities, the faculty and students are to be motivated to ensure that the facilities and grants are optimally utilized. He also suggested that there should be accountability. Dr. Chamundeshwari external advisor suggested the KAHER has provided facilities for basic science research activities, the same needs to be optimally utilized and the faculty and students are to be encouraged for the same. Dr. Jyoti M. Nagamoti, Controller of Examinations informed that as a part of innovation KAHER is in the process of introducing (paperless examination) Digital-based Examinations (E-Pad system) for the students by using Tablets. Initially, this system will be introduced for those of the courses wherein the annual intake of the courses is 100 (Dental, Nursing, Ayurveda and Homoeopathy). She also briefed the members about feedback obtained by students regarding digital examination. Students have effectively used the tabs for writing the Internal Assessment's and were happy about the new system introduced. Teachers have evaluated the papers online and were pleased about the system. Hon. Vice-Chancellor and Dr. Dayanand, Medical Director, KLE Dr. PK Hospital & MRC suggested that IQAC should visit all constituent colleges periodically to gather the information rather than seeking the information at the end of the year. 	
Resolution	Action Taken
<p>Congratulations to Examination section for the initiatives</p>	<p>Noted.</p>