GOA UNIVERSITY
Taleigao Plateau, Goa

Minutes of the DIQA/IQAC Committee Meeting held on 27 September 2019 at 3:00 pm

A meeting of the Internal Quality Assurance Cell (DIQA/IQAC) committee was held on 27 September, 2019 at 3:00 pm under the Chairmanship of Prof. Varun Sahni, Vice-Chancellor in his Chamber.

The members who attended the meeting were:

1.	Prof. Varun Sahni, Vice-Chancellor	Chairperson
2.	Shri Kirit Maganlal	External Expert
3.	Prof. R.V. Pai	FO
4.	Prof. Anuradha Wagle	CoE
5.	Prof. B.F. Rodrigues	Member
6.	Prof. Kaustubh R.S. Priolkar	Member
7.	Prof. Koshy Tharakan	Member
8.	Prof. Sanjeev C. Ghadi	Member
9.	Prof. R.S. Gad	Member
10.	Prof. S.N. Dhuri	Member
11.	Dr. A.A.A. Viegas	Member
12.	Shri Ramrao Wagh	Member
13.	Prof. Pranab Mukhopadhyay	Director (Member Secretary IQAC/DIQA)

Dr. Nandita de Souza, Shri Avinash Kumar (External Experts), Prof. Y.V. Reddy (Registrar) were unable to attend.

In addition, the DIQA staff Dr. M.P. Tapaswi and Shri Uday Warang also attended the meeting.

Prof. Varun Sahni, Vice-Chancellor and Chairperson, DIQA/IQAC Committee welcomed the members and requested the Member Secretary to begin with the agenda. The members deliberated on the agenda items as follows:

1. Confirmation of minutes of earlier meetings and action taken report

The minutes of the earlier meeting (9 July 2019) were already circulated with the members over mail and the committee confirmed the same.

The Member Secretary tabled the action taken items (see Annexure). A brief record of the discussion/suggestions are as below:

1.1. Note for Executive Council (EC) on the RIF
The Vice-Chancellor brought to the notice that the note did not reach for the discussion in the recently held EC. He indicated that the next meeting is scheduled on 7 November 2019 and suggested to ensure the item gets added in this meeting.

Action: DRDM.

1.2. Social Media Consultant

Members were informed that as per UGC direction Ms. Teja Tushar Khandolkar, Assistant Professor, Goa Business School, has been appointed as the Social Media Champion. The introduction of University on social media and the guidelines to upload the contents as well as setting up the feedback mechanism on social media platforms was also discussed. It was felt that a group of members such as the Vice-Chancellor, Registrar, Director, DIQA and the Social Media Champion meet to discuss on the issues and arrive at the guidelines.

Action: IQAC and Ms. Teja Khandolkar

2. AQAR Status

The AQAR status was presented to the members by Dr. M. Tapaswi. The members were also informed that the AQAR from this year is to be submitted online.

Action: Director, DIQA & OSD, DIQA for pending information

3. Journal recommendations for CARE List: Process to be followed

The IQAC of every university is mandated to recommend and forward the suggestions received from the faculty of university and affiliated colleges. It was felt essential that DIQA draft a criteria to recommend the journal suggested by the faculty member so that unbiased decisions are taken on the suggestions so received.

Action: DIQA

4. Standard draft format for thesis submitted to Goa University

A draft format for the thesis to be submitted to the Goa University was tabled by DIQA. During the discussions, it was understood that the Department of Physics has a template for the thesis in LATeX. The HoD, Physics was therefore requested to take up this activity for the University wide application.

Action: HoD, Department of Physics

5. Student Satisfaction Survey

The Director, DIQA provided information about the Survey that was conducted for the students of Part II. The number of students responded to the survey were 338 out of approx. 1500 (this included the PhD students too). He also indicated that the survey would now be conducted in the second semester for the Part I students who joined this academic year (2019-20).

Action: DIQA to analyse results.

6. Tasks at hand (Brief): AQAR, NIRF-2020

Members were briefed about the major tasks that are at hand in forthcoming quarter – AQAR submission and NIRF-2020. The consensus was to participate in the ranking efforts of organizations like the NIRF even though some of them do not correct for size of institution.
It was noted that NIRF 2019 had deviated from earlier practice by not disclosing detailed data used for their analysis. It was also noted that requests for the data had not been responded to by the NIRF.

Action: DIQA

7. Outreach

The Directorate of Higher Education, Govt. of Goa has shown an interest in holding a Librarian Development Programme (LDP) for the affiliated college libraries that come under the purview of DHE in collaboration with IQAC, Goa University. Accordingly, the DIQA has already initiated collecting the data from the college libraries that would form the basis of the items for the programme. The members expressed their satisfaction on the matter.

Action : DIQA

The meeting ended with a vote of thanks to the chair.

(Pranab Mukhopadhyay)
Director, DIQA

Action taken on the items discussed in 9 July 2019 DIQA/IQAC meeting

Item	Action taken
Transfer exchange of RIF points	• Transfer within faculty members and to the department recommended by RDRM Committee 26 July 2019 meeting
Higher incentive for articles published in 10% of the journals in lieu of Q1 (25%) journals	• RDRM Committee in its meeting on 26 July 2019 recommended status quo
Note for Executive Council on the RIF	• In process by RDRM
Student Satisfaction Survey	• Undertaken for the Part II students
Prof. Desa's application for incentives for chapter in a book	• Decision is informed to Dr. Desa via HoD, Physics
Public bicycle sharing on GU campus	• Note for tender with the technical specifications to AR Purchase has been submitted
Inclusion of articles ahead of publication on repository	• All articles in wait list added to repository and the same is kept up to date
Presentations to faculty on Journals selection, collaboration and social networking	• Presentations to faculty from Social Sciences was made on 10 & 11 Sep 2019
Link full-text of MoUs on the website	• Work in progress
Collection of data for AQAR 2018-19	• VC's Secretariat was of great help and most of the sections have responded
NAAC preparatory meetings – plan	• Plan is drawn and the preparatory meetings to resume in second term
Hiring of Social Media Consultant	• In process