Directorate of Internal Quality Assurance & Internal Quality Assurance Cell
GOA UNIVERSITY

Minutes of the DIQA/IQAC Committee Meeting held on 27th January 2022 at 3:00 pm

A meeting of the Advisory committee of Internal Quality Assurance Cell (DIQA/IQAC) was held on 27th January, 2022 at 3:00 pm in Online mode using the 'Google Meet' (https://meet.google.com/inn-rvhs-rbo)

Following members attended the meeting:
1. Prof. Harilal Menon, Vice-Chancellor, Chairperson
2. Prof. V. S. Nadkarni (Registrar, Member)
3. Prof. Anuradha Wagle (Controller of Examinations, Member)
4. Prof. P. K. Sharma, (Director, DICE, Member)
5. Prof. Kaustubh Priolkar (Director, DDLI, Member)
6. Prof. Pranab Mukhopadhyay (Member)
7. Prof. Rajendra Gad (Director, DRDM, Member)
8. Prof. Sanjeev C. Ghadi (Director, DSPAR, Member)
9. Prof. Jyoti Pawar (Director, DUBA. Member)
10. Prof. Nilesh Borde (President, GUTA, Member)
11. Shri Satyawan Talwadkar (Finance Officer, Member)
12. Shri Sanjay Bandodkar (Head, Computer Centre, Member)
13. Shri Kirit Maganlal (External Member)
14. Ms. Rohini Gonsalves (External Member)
15. Shri Milind Anvekar (External Member)
16. Prof. Sunder N. Dhuri (Member Secretary, Director, DIQA/IQAC)

Prof. M. K. Janarthanam, Coordinator, NAAC was a special invitee to the meeting. In addition, the DIQA consultant Dr. M.P. Tapaswi and Librarian-IC, Dr. Carlos Fernandes also attended the meeting.

Prof. H. B. Menon, Vice Chancellor & Chairperson welcomed the members of newly constituted committee of the DIQA and noted the presence of members in large number in spite of their busy schedule. He welcomed the new external members of the committee and briefed on functions of this committee on quality parameters adopted by the University and provide the suggestions. He requested Member Secretary and Director of DIQA, Prof. Dhuri to proceed with the agenda. The following items were taken up as the agenda for discussion.

1. Approval of Annual Quality Assurance Report (AQAR) of AY 2020-21
Chairman informed that University has to submit Online AQAR for the AY 2020-21 to the NAAC on or before February 01, 2022 and the report should be discussed and approved by advisory committee of DIQA which is statutory body University. Member Secretary mentioned that NAAC has introduced several new changes in the AQAR format from the AY 2020-21 which includes the uploading of supporting documents with the data in prescribed templates unlike previous year reports where such practice was not there. This years AQAR has several qualitative and quantitative matrics. The excel files and write ups are included in the formats. Within the matrics,

the links and supporting documents are added. He mentioned that since report is very comprehensive and consists of several pages, it was circulated to the members for reference and suggestions. Based on the report, a presentation was made by the secretary based on the data incorporated in all the seven criterions of AQAR. After discussing each criterion, the strength and weaknesses in the report were pointed and highlighted. The missing gaps in the report were noted. He informed the members that the whole AQAR document is now ready with filled templates and links created in the report for the submission to NAAC in online mode. The committee deliberated on the report to the length. Prof. Pranab noted pointed out some observations in criterion I and same clarified by DIQA consultant Dr. M. Tapaswi. The valuable suggestions by the members were well accepted and incorporated in the report. Chairperson then requested the members to approve this report as there no more observations. The committee approved the report and noted the efforts taken by DIQA office in collection of the massive data and compilation in the form of AQAR report.

Action: DIQA

2. Reporting of Acceptance of Self-study report (SSR) by NAAC

Chairman requested NAAC Coordinator, Prof. M.K. Janarthanam to take over this agenda and brief the members on the present status of SSR. Prof Janarthanam informed that University had submitted the SSR document for the 4th Cycle of accreditation by NAAC in May 2021. The data was collected for five years (2015-2020). He explained the whole process of IIQA till SSR submission and informed that NAAC replied accordingly in September 2021 with the first set of queries on the SSR. He mentioned that all the queries raised on DVV and SSR by NAAC office were replied satisfactorily in the month of October 2021 after thorough verification of the information. Wherever necessary, the additional documents and clarifications were given by the University to the NAAC. He further mentioned that in January 2022 NAAC has accepted our SSR and University is now pre-qualified for the Peer team visit. In this regards, he further informed that all formalities necessary for the visit of Peer team has been done and the Peer Team of the NAAC will be visiting Goa University from 4-6 April, 2022. Committee deliberated on the accepted SSR and appreciated the efforts of the NAAC coordinator and his team for the smooth completion of the Pre-qualification process. The members expressed their best wishes for the 4th Cycle accreditation by NAAC.

Action: NAAC coordinator & DIQA

3. Any other matter

Presentation of Online PBAS Proforma for the data collection of University teachers by DIQA

With permission of Chairperson, Member Secretary placed above AOB for the discussion and approval. He informed that one of the annual activity of DIQA/IQAC is to collect the annual information of the teachers as per format designed by DIQA and document it properly for various reports. It was noted that in the past DIQA used to collect the data in the relevant Google forms which were partly made based on 6th pay commission guidelines and since 7th pay guidelines are

implemented, the same forms cannot be continued now. In view of this, DIQA has proposed an Online PABS Proforma which is a slight modification of the existing CAS form (Table 1 & table 1) originally made by Prof. Nadkarni and approved by Academic council on 22nd and 27th Oct. 2021. Prof. Mukhopadhyay further added that this online format will be useful as it can fetch most of teacher's data which is available on University website. The moment employee name or number is added in the form, other information (including basic information) of a particular teacher will be easily populated. On circulating this form to the teachers, the only missing gaps are to be added by the teachers and submit within the prescribed deadline. This form at present is only for University teachers, hence it can be accessed and edited using Unigoa email ID's. The form will be modified from time to time based one requirements of information for various reports like QAR, NIRF and others. The data collected will also help the administration to process the CAS applications of teachers timely. From academic year 2020-21, the AQAR is mandatorily asking to submit the supporting documents, hence the current format also has the provision to upload the necessary documents. Once, the format is available online in Google Spread sheet, the collection and storing of the information will be easier to DIQA. It will also help to avoid duplication of information. The members' deliberated on the matter and gave their valuable suggestions in the proposed format. Committee thank DIQA for taking this initiative of making the form online and approved the same. Committee members felt that PABS proforma may be placed before the Academic council for information and its approval as this format is made by a slight modification of CAS forms (table 1 & 2). Chairperson suggested to place the PBAS proforma in the forthcoming Academic Council for approval.

Action: DIQA

The meeting ended with a vote of thanks.

Prof. SN Dhuri,   Prof. H.B. Menon,
Director, DIQA   Chairperson, DIQA, Vice Chancellor

Action taken on the items discussed in 12 August 2021 DIQA/IQAC meeting

Item	Action taken
1. AQAR of 2019-20 submission	AQAR 2019-20 was submitted in time