

## MANGALORE UNIVERSITY

**Proceedings of the meeting of the Internal Quality Assurance Cell held on 11.11.2014 at 3.00 P.M. in the Syndicate Hall, Administrative Building Mangalore University, Mangalagangothri.**

### **Members Present:**

1. The Vice-Chancellor,  
Mangalore University
2. The Registrar  
Mangalore University
3. The Registrar (Evaluation),  
Mangalore University
4. The Librarian,  
Mangalore University
5. The Finance Officer,  
Mangalore University
6. Dean, Faculty of Arts,  
Mangalore University
7. Dean, Faculty of Science,  
Mangalore University
8. Dean, Faculty of Commerce,  
Mangalore University
9. Prof. M. Abdul Rahiman,  
Former Vice-Chancellor,  
Kannur & Calicut Universities,  
Halcyon, Kaprigudda New Road  
Mangalore – 575 001
10. Prof. S.N. Hegde,  
Former Vice-Chancellor,  
'Vidvath', Double Road, Vijayanagar,  
II stage, Near Canara Bank, Mysore- 570017
11. Prof. M. Rajashekhar,  
Department of Biosciences,  
Mangalore University
12. Prof. Sabiha Bhoomi Gowda,  
Department of Kannada,  
Mangalore University

13. Prof. K.M. Lokesh,  
Department of History,  
Mangalore University

14. Sri V.R. Nanjangud,  
Director, Computer Centre,  
Mangalore University

**Members Absent:**

1. Dean, Faculty of Education,  
Mangalore University
2. The Director of Students Welfare,  
Mangalore University
3. Mrs. Latha Kini,  
Industrialist, Former President,  
Canara Chamber of Commerce, Mangalore.
4. Dr. N. Karunakar,  
University Science & Instrumentation Center,  
Mangalore University

The Chairman of the meeting Hon'ble Vice-Chancellor, welcomed the members. Co-ordinator, Prof. K K Vijayalaxmi, introduced the external members of the committee.

**Agenda 1: Survey of Status of NAAC accreditation:**

As per the direction of the Hon'ble Vice-Chancellor, an online survey has been initiated by the IQAC, to collect the information on the accreditation status of all the affiliated colleges of Mangalore University through College Development Council. Co-ordinator appraised the same to the committee. The Hon'ble Vice-Chancellor suggested that the Director of College Development Council should send a circular to all the affiliated colleges directing them to compulsorily form the Internal Quality Assurance Cell (IQAC) in the colleges, by including one of the University IQAC member as University nominee. He also directed the IQAC and CDC to educate the colleges regarding the quality maintenance and need for compulsory accreditation to obtain various grants from the University Grants Commission. Prof. S N Hegde also stressed the need for the quality in education and suggested the Director of CDC to inform all the colleges regardless of their status, to take action to attain and maintain the quality in their respective institutions.

**Agenda 2: Conduct of Workshop**

It is proposed to conduct a awareness programme (workshop) by the Internal Quality Assurance Cell of Mangalore University for principals/senior teaching faculty of affiliated colleges. The theme of the workshop is, 'Need for the accreditation and sustenance of quality in higher education'. The Hon'ble Vice-Chancellor suggested that, University should give preference to the faculty of non-accredited colleges to participate in the workshop.

### **Agenda 3: Student feedback evaluation:**

It was decided to collect the student feedback annually instead of present system of semester wise feedback collection. The Co-ordinator informed that, the student feedback collected for the year 2013-14, shall be evaluated by the expert professionals and the administrative process has already been initiated for the same. It was decided to collect feedback from parents, stakeholders and alumni.

### **Agenda 4: Online student feedback**

It was decided to introduce online student feedback collection system. Before introducing online collection system the present system of feedback collection shall be continued. The collected feedback shall be analysed and duly intimated to the concerned staff to know their status in the teaching-learning process.

### **Agenda 5 :Constitution of subcommittees**

Co-ordinator requested the committee to permit her to constitute sub-committees whenever required, like conduct of seminars/workshops, preparation of AQAR and other activities of IQAC. Prof. M. Abdul Rahiman also suggested to constitute different sub-committees for seven different criteria given in the SSR with a convenor for each committee.

### **Agenda 6: Any other matter with the permission of the Chair**

Prof. M. Abdul Rahiman suggested that, the importance must be given to the seventh criteria that is Environment and Best Practices. Some of the important aspects to be considered under this are- Green audit annual meeting, Rain water harvesting, Carbon Neutrality, Environmental cell annual meeting, Preparation of inventory of Flora and Fauna.

In addition, he also suggested to conduct Workshops on teaching and learning.

He is also of the opinion that, whenever the teachers are deputed to attend conference/ seminars/ workshops/lectures, the experience/ knowledge gained by them should be shared in the department by conducting the lecture presentation by the concerned teachers.

In each department counselling of the students by the teachers should be introduced to know the problem/difficulties of the students in teaching-learning process. If necessary, parents/guardians should be called and mentoring should be done together through counselling. One of the best practices is to identify the slow learners and fast learners in a class and make provision for delivering lectures by the fast learners for the benefit of other group.

He also suggested to include students representatives in the IQAC, as members.

Suggestions of Prof. S. N. Hegde for the maintenance of quality :

- i. Syllabus must be revised once in 3 years and care should be taken by the concerned teachers to include recent information/developments in the relevant subjects.
- ii. Research output should be evaluated by a Peer team periodically at least once in two or three years.
- iii. Publicity must be given for academic distinction gained by the staff members and they should be felicitated for their achievement.

- iv. Periodical feedback, self appraisal report and sabbatical reports should be evaluated by the Vice-chancellor.
- v. Depending on the strength of the Department, each department can offer additional one year diploma or two years Advanced Diploma courses.
- vi. Feedback should be collected from parents, society and alumni on general perception.

The Co-ordinator thanked all the members for their valuable suggestions and co-operation.

Prof. K.K. Vijayalaxmi  
Co-ordinator  
Internal Quality Assurance Cell