

## Action Taken Report

**Presented at the IQAC Meeting held on 22<sup>nd</sup> June 2017**

**Ref: Minutes of IQAC Meeting dated 09<sup>th</sup> February 2017**

Observations/Discussion	Action to be Taken	Responsible Person	Target Date	Action Taken
<b>Agenda 1: Review / follow up of actions from previous IQAC meeting</b>				
Arranging Academic audit (NAAC SSR)	Arrange audit	IQAC	May-June 2017	Due to possibility of changes in NAAC quality indicators and assessment process and also vacation in many institutions, it was deferred to Sept-October 2017
Organizing Quality related conference / workshop with the assistance of NAAC – VC suggested to organize two separate events one with the support of NAAC & other with M/s TUV Rheinland Pvt. Ltd.	Arrange workshop/training program	QA Team	June 2017	In discussion with TUV ,may get more clarity in July . Will be submitting a proposal to NAAC to conduct seminar on Academic and Administrative Audit . Tentative month will be December
Directorate of Research need to strengthen the activities and functioning of grant office	Create portal, encourage researchers to prepare proposals	Directorate of Research	December 2017	- Deputy Director Research (HS) informed the initiatives taken up by DoR such as updating Grant calls in RMS, re-working on rejected proposals and resubmitting them etc . VC suggested that Grants Office need to focus on facilitating researchers in submitting grant proposals , develop support mechanisms for top class researchers, recognize their efforts and to

				ensure proper identification of receipt of grant on periodic basis. Researchers to use UTN in their correspondence.
To conduct a survey to understand the perception and usage of e-learning	Conduct Survey	QA Team	June 2017	Survey was conducted and Analysis of the same was presented
<b>Agenda 2 Review of actions initiated based on NAAC peer team observations(2016)</b>				
Introduction of inter-disciplinary programs	Constituent units to introduce	Dy. Registrar (Academics)	Ongoing	Presently offering 8 programmes
Implementation of CBCS	Applicable programs to implement	Dy. Registrar (Academics)	Ongoing	Presently offering 6 – CBCS + 14 - Credit & Semester
Extend Audit options to students across institutions/depts	Extend in non engg programs	Dy. Registrar (Academics)	Ongoing	Discussions initiated with the concerned HOIs – Presently 21 programmes have audit options including add on courses
Feedback on Curriculum	Collection of Feedback on Curriculum	Deputy Registrar (Academics)	Applicable programs in next academic year.	Implemented in 5 Curriculum meetings -
OBE implementation	Constituent units to implement in respective programs	Deputy Registrar (Academics)	Ongoing	In all courses direct measures are taken from Student assessments. Indirect feedback from external examiner and students are taken in some courses
Increase Academic Collaborations	Constituent units to network	Deputy Registrar (Academics)	Ongoing	Initiated and Ongoing. Currently 50
Academic flexibility in terms of open electives and credit transfers can be strengthened	Implement wherever permissible	Deputy Registrar (Academics)	Ongoing	Initiated in 20 programs
Interdisciplinary and collaborative research needs	Create awareness, networking	Deputy Registrar	Ongoing	Periodic review with the Interdisciplinary

to be enhanced	opportunities	(Academics)		Research Advisory Group Provision to add ORCID and Scopus Author ID in RMS (Research Data Management Software) made Researchers' focus areas can be searched by using keywords, Employee ID, Scopus Author ID and ORCID in RMS.
Improve Grants	Constituent units to apply and secure.	Directorate of Research	As per Annual target	A list of young prolific faculty below 40 years age is identified. and encouraged to apply.
Quality and number of publications in peer-reviewed journals is not commensurate with the status of MAHE	Create awareness among faculties about quality of journals	Directorate of Research	Ongoing	Identified 230 subject areas and listed out good quality journals in these areas. This list will be sent to individual departments for their review and inputs.
Academic mentoring to enhance quality research publications in journals of high impact	Training and awareness programs to be conducted	Directorate of Research	Ongoing	Initiated Periodic training and awareness programmes Periodic Revision to Faculty Award Incentive for Research Publication Certificate course on Research Orientation Awareness on journal quality metrics
Limited industrial and other types of consultancy commensurate with its infrastructure and potential.	Promote consultancy, infrastructure ,	Directorate of Research	Ongoing	Collected equipment list and the area of interest list where the consultancy can be

				given and made available to the public. MAHE TBI is an initiative in this.
Database of clinical records can be utilised for research	Digitalisation of reports ,assistance through research associates	Directorate of Research	June 2017	1.Digitalizing the diagnostic reports are to be initiated. 2.Appointment of research assistants and research associates has aided in collecting the database of clinical records for research purpose
Research & Development facilities need to be enhanced across the disciplines	Apply for grants	Directorate of Research	Ongoing	Initiated. Faculty have been applying for research grants from BIRAC, SPARC and IT, BT and ST, NITI AYOOG, which support infrastructure development. Inter/Multi-disciplinary research is encouraged.
Alumni interaction to be enriched that can be built on networking mechanisms and implemented aggressively	Organise interactive activities involving alumni	Director, Alumni Relations	Ongoing	Added several features for the existing Alumni portal to improve the interaction Alumni Lounge being effectively used for networking, many Alumni have started visiting the lounge. Alumni coming during admissions are given special attention. Several noted Alumni have already offered to help the juniors
Strengthening campus placement with Core	Increasing Core Companies	Director Placements	Ongoing	Started reaching out to the HRs of Core

Companies.				<p>companies through our Alumni who are into the core companies. Placement team members of different institutions participated in 3 Shine HR conclaves (4th on 23 June) as knowledge partners with Stall/MU Video and interactions with identified HRs of Core companies Conscious efforts initiated to educate the students to take up Short term (6 to 8 weeks) internships in pre final year with core companies and placement team helps(which is new initiative—earlier it was only for Final Internships Initiated discussions with the departments/faculty to interact with the Industry technical heads</p>
Faculty leadership and empowerment strategies to be formalized	Leadership development programs to be organised	HR	Ongoing	<p>The University has invested considerable amount money in developing academic leaders within... through SMILE programme. Now, the University has initiated phase 2 of the SMILE programme to fine-tune their strengths and sharpen the weaker strings.</p>
<b>Agenda 3. Best Practices Sharing and New Initiatives</b>				
New Initiatives /Discoveries	Share information about new	QA Team	Ongoing	1.Discovered a new genetic disease

	discoveries by constituent units to IQAC			called 'Multiple mitochondrial dysfunction syndrome' affecting children 2. Identified non-invasive biomarkers to select healthy embryos for improving IVF success
Sharing of Best Practices	Identify Best Practices across constituent units for sharing with other units.	QA Team	Ongoing	<b>1. Virtual Classroom:</b> Classroom solution connecting 4 universities of Manipal group at Manipal, Jaipur, Sikkim and Dubai. The key objectives of this facility are - Physical & Virtual View, Two Way Interaction, Anywhere to Any Device and Archive <b>2. Impartus</b> - a comprehensive e-learning solution that brings about a paradigm shift in the education delivery mechanism. The core feature of the solution is automatic recording and distribution of classroom lectures
<b>Agenda 4. Review / approval of the Annual Quality Assurance Report</b>				
AQAR Submission	Complete filling of AQAR and seek approval of IQAC	QA Team	By December 31	AQAR for the year 2015-16 was submitted to NAAC during Feb. 2017. AQAR for 2016-17 will be submitted by January 2018.
<b>Agenda 5. Review of Academic audit outcomes (if conducted during the period)</b>				
Reviewed in Management Review Meetings of July 27 /Sept 27 ,2016 and February 11 <sup>th</sup> and March 4 <sup>th</sup> 2017				

<b>Agenda 6. Suggestions for Improvement -Stakeholders inputs</b>				
<b>Students</b> -----	---	-----	-----	-----
<b>Industry</b> --				-----
<b>Teachers</b> --				-----
<b>Agenda 7. Activities Planned for next year</b>				
Will presented and reviewed in next IQAC Meeting				
<b>Agenda 8. Any other matter with the permission of chair</b>				
Students from Medical and Engineering streams has actively participated and expressed their opinion about the e-platform for learning. Vice Chancellor suggested to conduct a survey to understand the effectiveness of LMS in being student centric and meeting their learning requirements. The survey to be conducted among two student groups, one will be KMC Manipal/Mangalore and other will be MIT .	LMS survey to be conducted	QA Team	June 2017	Completed and Presented to VC in the IQAC meeting of 22 <sup>nd</sup> June 2017
Students from KMC and MIT also gave their feedback on e-pad examination. Further discussion about epads will be initiated after meeting of March 3rd 2017.	Feedback to be collected	Respective Hols	March 31,2017	Completed and discussed with Management

**Sd/-**

**Director / Coordinator, Internal Quality Assurance cell**