

JSS University
Internal Quality Assurance Cell
Minutes of Meeting

The 1st Governing Body meet of the internal Quality assurance cell (IQAC) of JSS University was held from 11.00 am to 2.00 pm on the 25th of the January, 2014 at the Board Room of JSS Medical College, Mysore.

The following members were present

The following members expressed their inability to attend the meeting

1. Dr. S. Rangaswami, Former Vice Chancellor, Sri Ramachandra University, Chennai

All the members were welcomed by Dr. Prashant Vishwanath, Co-ordinator of the IQAC. Dr. B. Suresh, Vice Chancellor, JSS University gave a brief introduction of the external members Dr. Bhasker Rao, Dr. S. Rangaswami, Dr. S . M. Mudda and Prof. V G. Talawar and specially thanked them for having accepted to be a part of this cell and stressed on why this cell has been constituted with external members of varied experience in academic and quality assurance programmes and how an outsiders perspective will help us. The external members were requested to give their inaugural comments where every one of them stressed why self assessment was essential component of an institution, what comprises quality and importance of a proper documentation system in an institution. The Vice Chancellor requested Dr Prashant to deliberate on the objectives and functions of the IQAC for the benefit of all the members. All the members were briefed about the importance of IQAC, its objectives and functions and what strategies the IQAC proposes to meet the desired objectives.

Hon. Vice Chancellor also sought clarification if the formation of IQAC was communicated to the National assessment & accreditation council (NAAC) and directed the co-ordinator to do so at the earliest. He also directed the co-ordinator to put up IQAC related information on the University Website and periodically update the activities of IQAC on the website.

After introduction the meet began and the following agenda were placed for discussion

Agenda Item: 1.1: Ratify the formation of IQAC as per guidelines of UGC & NAAC

Following accreditation of JSS University by NAAC, IQAC has been established at JSS University as per the XI Plan Guidelines For Establishment and Monitoring of the Internal Quality Assurance Cells (IQAC) in Higher Educational Institutions (HEI's) of the University Grants Commission (2007-12), New Delhi and the Guidelines for the creation of the Internal Quality Assurance Cell (IQAC) in Accredited Institutions published by National Assessment and Accreditation Council, Bangalore (2007). Inputs were welcome by the members on the composition, objectives and functions of the IQAC.



Dr. Prashant sought clarification over induction of students in the IQAC as the annual quality assurance report (AQAR) seeks information on how many students are members of the IQAC. To this Dr. Bhasker Rao suggested to have various sub-committees of the IQAC which will be monitored by the IQAC and these sub-committee's can have student representatives. After discussions with the members it was resolved to have 8 sub-committees under the following heads which also represents the 7 seven criteria of NAAC and one additional committee to look into the quality of patient care

1. Curricular Aspects
2. Teaching, Learning and evaluation
3. Research, Consultancy & Extension
4. Infrastructure and Learning resources
5. Student Support and Progression
6. Governance & Leadership
7. Innovations & best practices
8. Clinical services and patient care

Each sub-committee will have 8 members which will comprise of 6 faculty members, 1 student and administrative officer/vice principal. These committees will seek inputs in the respective areas and forward necessary information to the IQAC and facilitate in preparation of AQAR.

Agenda Item:1.2: To work out the mechanism for ensuring timely, efficient, and periodic progressive performance of academic, administrative, research & extension activities on regular basis

To work out strategies for efficiently collecting information. Facilitate implementation of Management Information System

Agenda Item:1.3: Review of academic calendar of all 4 constituent colleges of JSS university and suggestions if any

All the four constituent colleges have their academic calendars printed at the beginning of each academic year. The academic calendar forms an important quality indicator and hence views are welcome from member for improvement in academic calendar

Agenda Item:1.4: Prioritize areas for conduct of seminars/workshops under the IQAC & prepare tentative IQAC calendar of events for the year 2014

One of the important function of the IQAC is organization of workshops, seminars on quality related themes and promotion of quality circles. The IQAC shall prioritize thrust areas under which such activities can be undertaken for the year 2014 . It was decided to host a number of events under the IQAC for both teaching and non teaching faculty as a part of quality initiatives under various topics. A proposal was submitted by the IQAC Co-ordinator which was approved by the members

Agenda item:1.5: format of report to be collected from each department to be submitted to IQAC

A template format for collection of periodic information from each department of affiliate colleges and university has been developed by the members of IQAC of JSS University. To consider implementing it uniformly and ensure timely reports are sent to IQAC

Agenda Item: 1.6: To decide the mode of ensuring the credibility of teaching, learning, evaluation and examination procedures

Feedbacks are constantly obtained on the above parameters by individual institutions/departments. Feedback analysis and action taken reports to be submitted to ensure credibility of feedback mechanism. Any other modes to be discussed.

Agenda Item:1.7: Allocation of funds for IQAC and its activities

The IQAC requires funding for its activities. The UGC provides seed money of Rs. 5.00 lakh to Universities under section 2(f) and 12B. The JSS University shall make provision for similar pattern of funding for activities of IQAC

Agenda Item:1.8: Any other matter with the permission of the chair

The external members gave inputs on the quality process adopted in industry and how the quality mechanism can be brought into a higher education system. It was suggested to have inbuilt mechanisms and measurable outcomes for quality assessment.

The meeting ended with a vote of thanks from the Registrar


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