

**NICMAR UNIVERSITY OF CONSTRUCTION STUDIES
HYDERABAD**

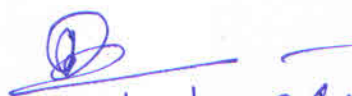
**Meeting No. 2024-008/IQAC-01
(Internal Quality Assurance Cell Meeting)**

Minutes of the Meeting

Agenda - IQAC

6th November, 2024 at 02.00 p.m.

| Item No. | Description |
|----------|---|
| 1 | Welcome note by Vice-Chancellor |
| 2 | The Formal Introduction of the IQAC Members |
| 3 | To present the objectives and functions of IQAC |
| 4 | To devise action plans for quality-based initiatives |
| 5 | To discuss on formulation of sub-committees for seven focus areas for NAAC criteria |
| 6 | To review and approve the IQAC Policy |
| 7 | Any other item with the permission of the Chair. - The importance of involving external experts in the quality process. - Consideration of periodic feedback from students, faculty, and industry stakeholders. |


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MINUTES OF THE MEETING

MINUTES OF THE FIRST INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING OF NICMAR UNIVERSITY OF CONSTRUCTION STUDIES, HYDERABAD HELD ON WEDNESDAY, 6TH NOVEMBER 2024 @ 02:00 AT THE UNIVERSITY CAMPUS THROUGH OFFLINE & ONLINE MODE.

Members Present

The following members were present.

| Sr. No. | Designated Member | Nominated Designation | Participated As | Attendance |
|---------|--------------------------------|---|-----------------|------------|
| 1 | Dr. Indrasen Singh | Vice Chancellor (I/c) | Chairperson | Present |
| 2 | Dr. T Seshadri Sekhar | Registrar (I/c) | Member | Present |
| 3 | Dr. R Sathish Kumar | Interim Dean (Academics) | Member | Present |
| 4 | Dr. V Srihari | Interim Dean (SoECT) | Member | Absent |
| 5 | Dr. R Venkatesan | Interim Dean (IQAC) | Member | Present |
| 6 | Dr. Arun Chandramohan | Interim Dean (SoPM) | Member | Present |
| 7 | Dr. Sarbesh Mishra | Interim Dean (SoEXE, Placement, & Industry Relations) | Member | Present |
| 8 | Dr. S. V. S. Rajaprasad | Interim Controller of Examinations | Member | Present |
| 9 | Dr. V. Pramadha | Interim Head – Alumni Affairs | Member | Present |
| 10 | Dr. P. Ammani | Interim Head – PhD Programmes | Member | Present |
| 11 | Dr. P. Muralidhar | Interim Head – Incubation | Member | Present |
| 12 | Dr. M. Rajasekhar | Interim Head – Student Activities | Member | Present |
| 13 | Prof. K. Ravindranadh Chowdary | Interim Head -IQAC | Member | Present |
| 14 | Ms. B. Kavtha | Senior Assistant Librarian | Member | Present |
| 15 | Mr. Narayan Rao K | CHRO, KMV Group | Member | Present |


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|----|-----------------------------|---------------------------------|--------|---------|
| 16 | Dr. Venkata Santosh | Associate Professor, IIT Bombay | Member | Absent |
| 17 | Mr. Ravindra Wani | Management Representative | Member | Present |
| 18 | Mr. M. R. Nikhilendra Thota | Alumni | Member | Present |
| 19 | Mr. Durgam Vikas | Student Co-Ordinator | Member | Present |
| 20 | Ms. Saumya Nagrale | Student Co-Ordinator | Member | Present |
| 21 | Mr. Venkat Rao Badugu | Parent | Member | Present |

Dr. Indrasen Singh, Vice-Chancellor was requested to occupy the chair.

The meeting of the members was called upon to discuss and transact the following business:

To grant leave of absence, if any:

All Members were present for the meeting except Dr. Venkata Santhosh Delhi, Associate Professor, IIT Bombay.

Item No. 01: Welcome note by Vice-Chancellor

Dr. Indrasen Singh Vice-Chancellor (I/c) welcomed all members to the inaugural meeting of the Internal Quality Assurance Cell (IQAC) at NICMAR University of Construction Studies, Hyderabad, emphasizing the pivotal role of IQAC in enhancing quality and fostering an institutional culture of continuous improvement.

Item No. 02: The Formal Introduction of all IQAC members


The esteemed members introduced themselves, sharing their roles, experiences, and perspectives on quality enhancement at NICMAR University of Construction Studies, Hyderabad.

Item No. 03: To present the objectives and functions of IQAC

Dr. R Venkatesan, Interim Dean – IQAC presented an overview of IQAC's objectives, in alignment with NAAC guidelines. Key responsibilities highlighted included:

- Ensuring quality assurance in academic and administrative processes.
- Enhancing stakeholder satisfaction and promoting inclusive, participatory practices.
- Developing mechanisms to support institutional improvements and innovation

The Members after due deliberations took note of the same


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Item No. 4: To devise action plans for quality-based initiatives

Dr. R Venkatesan, Interim Dean – IQAC, is apprised of the quality-based initiatives drafted by the University. He presented the focus areas based on the NAAC criteria. An initial action plan was proposed, focusing on:

- Strengthening teaching-learning methodologies.
- Enhancing research output and community engagement.
- Improving infrastructure and student support services.

Members discussed the need to prioritize goals, set measurable targets, and review progress periodically.


Item No. 5: To discuss on formulation of sub-committees for seven focus areas for the NAAC Criteria

Continuing the Item No. 4, the meeting explored forming sub-committees for the seven key focus areas in the NAAC assessment framework:

- Curricular Aspects
- Teaching-Learning and Evaluation
- Research, Innovations, and Extensions
- Infrastructure and Learning Resources
- Student Support and Progression
- Governance, Leadership, and Management
- Institutional Values and Best Practices

Dr. R Venkatesan, Interim Dean – IQAC presented the brief on each focus area:

- Curricular Aspects
Focuses on the relevance, flexibility, and inclusiveness of the curriculum, ensuring alignment with industry trends and societal needs. It includes curriculum design, academic flexibility, and the integration of cross-cutting issues like ethics, environment, and sustainability.
- Teaching-Learning and Evaluation
Emphasizes student-centered teaching methods, effective learning environments, and fair, transparent evaluation processes. This criterion assesses faculty quality, student diversity, and learning outcomes to promote academic excellence.
- Research, Innovations, and Extensions
Encourages a culture of research and innovation through projects, publications, and collaborations. It includes research facilities, funding, and extension activities that foster societal impact, contributing to the institution's academic reputation.


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- Infrastructure and Learning Resources
Assesses the adequacy and quality of physical and digital infrastructure, including libraries, labs, ICT resources, and campus facilities. This criterion ensures that resources support effective teaching, learning, and research.
- Student Support and Progression
Addresses the institution's role in providing academic, personal, and career support to students, including scholarships, counseling, and placement services. It also tracks student progression, dropout rates, and alumni achievements.
- Governance, Leadership, and Management
Evaluates the effectiveness of the institution's governance structure, strategic planning, and administrative practices. It also covers financial management, leadership quality, and professional development opportunities for staff.
- Institutional Values and Best Practices
Focuses on fostering ethical values, inclusivity, environmental consciousness, and best practices within the institution. This criterion promotes a socially responsible, sustainable, and inclusive campus culture.

He also mentioned that each criterion ensures holistic quality enhancement, aiming for continuous improvement in both academic and administrative aspects. Each sub-committee will focus on devising policies, monitoring quality parameters, and ensuring compliance with NAAC requirements.


Item No. 6: To review and approve the IQAC Policy

Dr. R Venkatesan, Interim Dean – IQAC presented the IQAC policy.

The IQAC policy, outlining the vision, objectives, roles, and responsibilities of the Internal Quality Assurance Cell, was presented for review and approval. This policy serves as a foundational framework guiding the quality initiatives, continuous improvement processes, and accountability mechanisms within NICMAR University of Construction Studies. The policy emphasizes adherence to NAAC guidelines, stakeholder engagement, and the promotion of a quality culture across all university operations. After discussions and minor revisions suggested by the members, the policy was unanimously approved, setting a clear direction for IQAC's actions and institutional goals.

"RESOLVED THAT the IQAC Policy as annexed in *Annexure I* and presented to the members be and is hereby approved by the IQAC Committee.

(Resolution No.: IQAC-01/2024-05-01)


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Item No. 7: Any other item with the permission of the Chair.

1. The Importance of Involving External Experts in the Quality Process

Dr. R Venkatesan, Interim Dean – IQAC apprised that involving external experts in the university's quality assurance process brings an unbiased, informed perspective to evaluating institutional practices. External experts, often from academia, industry, or regulatory bodies, contribute by benchmarking the institution's performance against national and international standards, identifying best practices, and offering recommendations that enhance the effectiveness of academic and administrative operations. Their insights help the university identify gaps in its curriculum, research initiatives, and student support mechanisms, aligning them with evolving industry demands and educational advancements. Additionally, external experts foster innovation by suggesting emerging practices and technologies, ultimately driving NICMAR University of Construction Studies, Hyderabad's Vision to establish itself as a leader in construction studies.

The Members after due deliberations took note of the same and recommended to Board of Management for their approval.

2. Consideration of Periodic Feedback from Students, Faculty, and Industry Stakeholders

Dr. R Venkatesan added that the Periodic feedback from students, faculty, and industry stakeholders is essential for continuous quality improvement within the university. Student feedback provides valuable insights into the effectiveness of teaching methods, curriculum relevance, and campus resources. Faculty input highlights operational challenges, professional development needs, and suggestions for enhancing academic quality. Feedback from industry partners, crucial for a construction-focused institution like NICMAR, ensures that the curriculum and skill development programs align with current market demands, enhancing graduates' employability and readiness for real-world challenges. A structured feedback system enables the university to make timely adjustments, fostering a dynamic and responsive educational environment.


The Members after due deliberations took note of the same and requested the Dean Academics & Registrar's office to create a Feedback Forms accordingly.

VOTE OF THANKS:

There being no other business to be transacted, the meeting concluded with a vote of thanks by the Chair.

Date: November 6, 2024

Place: Hyderabad


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Chairman of IQAC
(Dr. Indrasen Singh)