



INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH

Date: January 14, 2021

Minutes of the virtual meeting held on December 28, 2020 at 04.30 p.m.

A fourth virtual meeting with all committee members of the Internal Quality Assurance Cell (IQAC), IGIDR was held on Monday, December 28, 2020 between 04.30 p.m. and 06.00 p.m.

Members present:

- | | |
|---|----------------------|
| 1. Chairperson: Head of the Institution | Dr. S. Mahendra Dev |
| 2. Faculty to represent all levels | Dr. Manisha Jain |
| | Dr. G. Mythili |
| | Dr. K. V. Ramaswamy |
| | Dr. Rajendra Vaidya |
| | Dr. C. Veeramani |
| 3. Member from the Management | Dr. A. Ganesh Kumar |
| 4. Senior administrative officers | Mr. Jai Mohan Pandit |
| | Dr. S. M. Pujar |
| 5. Nominee from Industry | Dr. Indranil Pan |
| 6. Nominee from Student | Mr. Abhishek Dureja |
| 7. Coordinator | Dr. Jayati Sarkar |

In Attendance:

- | | |
|------------------------|--------------------|
| Administrative Officer | Mr. Samir Parab |
| IQAC Secretariat | Ms. Archana Sharma |

Dr. Romar Correa, IQAC Nominee from Local Society, Dr. Shubhro Sarkar, Faculty representative, and Dr. Tirthankar Patnaik, Nominee from Alumni, were granted leave of absence.

Agenda Items

1. Setting up a web link for faculty policy writings in the press and other media outlets as part of the IGIDR website.
2. Deciding on the formal process to link IQAC recommendations to internal systems of the Institute.
3. Any other matter with the permission of the Chairperson.

Summary of Discussion and Decisions Taken

1. Setting up a web link for faculty policy writings in the press and other media outlets as part of the IGIDR website.

Committee members were briefed on the proposal to set up a web link for faculty policy writings in the press and other media outlets, as part of the initiative to re-design the IGIDR website. In the course of the discussion, it was mentioned by Dr. S. Pujar, that the existing website already has a tab, Media, where such contributions are included. After detailed discussion on how faculty policy writings may be highlighted further, it was recommended that the Institute's website committee should decide on an appropriate way of publishing the relevant information.

2. Deciding on the formal process to link IQAC recommendations to internal systems of the Institute.

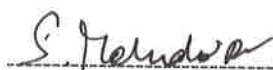
The Committee discussed the mechanisms that would link IQAC recommendations to the Institute's internal system of committees and how such recommendations would be communicated to the relevant committees. In this regard, it was mentioned that the IQAC is a recommendatory advisory body and the execution of all institute policies is under the aegis of the Director, Dean and the Administration. Based on the discussion among committee members, the following decisions were taken:

- (i) IQAC recommendations will be submitted to and routed through the Director for approval and necessary action.
- (ii) The IQAC Secretariat will maintain all necessary records and share the minutes of IQAC meetings with the Director and Registrar.
- (iii) For the filing of the Annual Quality Assurance Report, the IQAC should solicit all necessary information from the internal committees and administrative departments in standard templates conforming to the AQAR requirements. The suggested templates will be shared with the Director and Registrar for approval and circulation to the relevant committees and administrative departments.
- (iv) Reports of all IQAC related activities conducted at the Institute should be shared with the Director and Registrar's office. The Registrar's office will then share the information with the IQAC Secretariat for the purpose of maintaining NAAC related records.

3. Any other matter with the permission of the Chair.

IQAC coordinator briefed the committee members about the SWOC analysis conducted by the IQAC student representative, Mr. Abhishek Dureja, as per the discussion at the IQAC meeting held on May 28, 2020. Committee members agreed that the several points that have been raised by the students in the SWOC analysis are internal operational issues and will be taken up for consideration by the Dean's Office and appropriate authorities.

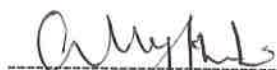
The meeting ended with a Vote of Thanks from the Director.



(Dr. S. Mahendra Dev)



(Dr. Manisha Jain)



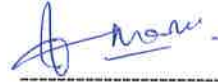
(Dr. G. Mythill)



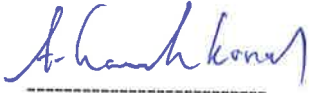
(Dr. K.V. Ramaswamy)



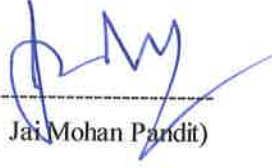
(Dr. Rajendra Vaidya)



(Dr. C. Veeramani)



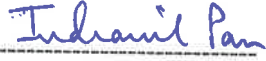
(Dr. A. Ganesh Kumar)



(Mr. Jai Mohan Pandit)



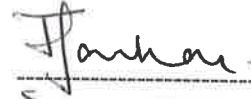
(Dr. S. M. Pujar)



(Dr. Indranil Pan)



(Mr. Abhishek Dureja)



(Dr. Jayati Sarkar)