



INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH

Date: May 15, 2023

Minutes of IQAC meeting No. I on April 10, 2023 at 04.30 p.m.

A meeting of the IGIDR's Internal Quality Assurance Cell (IQAC) was held on Monday, April 10, 2023, at 04.30 p.m. This was the first IQAC meeting of the calendar year January – December 2023.

Members present:

Chairperson: Head of the Institution

Prof. Basanta K Pradhan (Director)

Faculty to represent all levels

Prof. G. Mythili

Prof. K. V. Ramaswamy

Prof. P. G. Babu

Prof. Rupayan Pal

Prof. Srijit Mishra

Prof. V. K. Sharma

Prof. Subrata Sarkar

Member from the Management

Prof. Mala Lalvani

Nominee from Local Society

Dr. Tirthankar Patnaik

Nominee from Alumni

Nominee from Students

Mr. Prasun Bhattamishra

Senior administrative officers

Dr. S. M. Pujar

IQAC Coordinator

Prof. Jayati Sarkar

IQAC Co-coordinator

Dr. Manisha Jain

In Attendance:

Administrative Officer

Mr. Samir Parab

IQAC Secretariat

Ms. Archana Sharma

Dr. Shubhro Sarkar, Dr. Jai Mohan Pandit and Mr. Indranil Pan were granted leave of absence.

Agenda Items

1. Action Taken Report (ATR) of the fourth IQAC meeting, 2022, held on Tuesday, December 6, 2022.
2. Round up of IGIDR activities from December 7, 2022, to March 31, 2023.
3. Discussion of the following items:
 - (i) Issues encountered in submitting AQAR 2021 and NAAC feedback.
 - (ii) The new NAAC guidelines: "Public disclosure of benchmarks of Universities and Autonomous Colleges." http://naac.gov.in/images/docs/Disclosure_of_Benchmarks/University_Benchmarks_14-12-2022.pdf
4. Any other matter with the permission of the Chairperson.

Summary of Discussion and Decisions Taken

The IQAC Chairperson and Director of IGIDR Professor Basanta Kumar Pradhan, welcomed the three new members of IQAC, namely Prof. P. G. Babu, Prof. Rupayan Pal and Prof. V K Sharma, as well as all other members present at the meeting.

The Chairperson of IQAC then made his opening remarks highlighting the importance of NAAC ratings and the role of IQAC in enabling quality initiatives at the Institute.

Agenda Item 1: Action Taken Report (ATR) of the IQAC meeting No. IV, Tuesday, December 6, 2022.

Committee members were briefed about the ATR on the recommendations of the IQAC meeting No. IV that was held on Tuesday, December 6, 2022. The following suggestions were made on the actions taken:

- a. Report the agenda items in which action is yet to be taken separately. The action taken on these items can be reported in the next quarter.
- b. Regarding the survey feedback forms, the IQAC Coordinator suggested that the process of obtaining feedback should be institutionalized 2023 onwards. Faculty survey form may be sent by the Dean of Faculties, the Student Satisfaction Survey by the Student Office, and the Alumni feedback may be sent by the Placement committee. This process can begin during the preparation of the Annual Quality Assurance Report (AQAR) 2022. The respective offices can examine the questionnaires and past survey responses and modify the questionnaires to meet the desired objectives. The offices/committee can also propose a plan to take action on the survey responses and file the Action Taken Report to be placed before the IQAC as required for the AQAR.

Agenda Item 2: Round up of IGIDR activities from December 7, 2022, to April 10, 2023.


The IQAC coordinator informed the Committee members about the IGIDR activities held during the period December 7, 2022, to April 10, 2023.

Agenda Item 3: Discussion on issues encountered in submitting the submission of AQAR 2021 and NAAC feedback and the new NAAC guidelines


- a. The IQAC coordinator informed that while submitting AQAR 2021, there were several metrics where the Institute did not have anything to report - e.g. value added courses, seed money to teachers, awards at interschool sports/cultural events etc. The number of such metrics were however lower as compared to the previous AQARs. An all round effort was made this year to collect data on some of the metrics for which the data could not be collected in earlier years. The upcoming NAAC five year assessment for which the Institute has to submit a Self Study Report to NAAC will be based on the AQARs for 2018-2022. Hence, one needs to examine the past AQARs and explore whether one can get information on the metrics for which no data could be collected earlier for a variety of reasons.
- b. Some additional suggestions with regard to the AQAR metrics were given by members:
 - i. Steps should be taken to register the alumni association of the Institute.
 - ii. The Institute should examine whether its Professional Development Scheme for faculty members can be considered as seed money, and also whether the Institute can provide seed money to its faculty members at the entry level.

- iii. The Institute should formalize an e-content development policy.
- iv. Several activities as recommended by NAAC and which are currently not being conducted at the Institute should be introduced.
- v. The IQAC sub committee to list down activities to be undertaken in the next four months and consult IQAC members on the same.
- vi. The Administrative Officer to write to NAAC and find out the process of the five-yearly assessment of the Institute that is due in November 2023.
- vii. A committee may be formed by the Director to prepare for the upcoming assessment and to work on the Self Study Report.
- viii. The IQAC co-coordinator and coordinator to go through the weightages given to each of the AQAR/SSR metrics and identify the areas with high weightages. Institute activities should be particularly focused in these areas.


The meeting ended with a Vote of Thanks by the Chairperson.




 (Prof. Basanta K Pradhan)



 (Prof. G. Mythili)



 (Prof. K.V. Ramaswamy)




 (Prof. P G Babu)




 (Prof. Rupayan Pal)



 (Prof. Srijit Mishra)



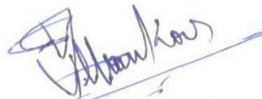
 (Prof. V K Sharma)




 (Prof. Subrata Sarkar)



 (Prof. Mala Lalvani)




 (Dr. Tirthankar Patnaik)



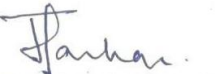
 (Dr. S. M. Pujar)



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 (Prof. Jayati Sarkar)