



Indira Gandhi Institute of Development Research (IGIDR)

An Advanced Research Institute established by the Reserve Bank of India
(Deemed University)

PROF. S. MAHENDRA DEV
Director (Vice Chancellor)

Former Chairman, *The Commission for Agricultural
Costs and Prices (CACP), Government of India (2008-2010)*

Former Director, *Centre for Economic and Social Studies (CESS),
Hyderabad (1999-2008)*

The Minutes: IQAC Meeting

Date: 09.01.2012

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. Subrata Sarkar (Dean, Academic Affairs and Coordinator, IQAC), Prof. Jayati Sarkar, Dr. G. Mythili, Dr. P.G. Babu, Dr. K.V. Ramaswamy, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The Dean, Academic Affairs welcomed all the members on-board of IQAC. He apprised the members that the Institute has been awarded 'A' Grade with 3.64 CGPA by NAAC. The certificate dated 16.09.2011 received from NAAC was placed before the members. The members were happy to note IGIDR's achievement. He made a short presentation highlighting the key objectives of IQAC as given in the NAAC guidelines and summarized the main themes of the perspective plan 2012-2013 circulated to all members. They are 1. Academic Programme Initiatives, 2. Student and Faculty Issues and 3. Support Services that includes Library, Computer, Infrastructure and Staff support.
- The members discussed NAAC Peer Team Report and identified the areas which need immediate attention and corrective action.
- After deliberate discussions, the IQAC made the following recommendation: A proposal based on the recommendations made by the faculty on the report of the Academic Affairs was submitted to the committee. Summary of recommendations is enclosed herewith. After deliberations, the members agreed to the proposal in principle and recommended it to the Academic Council Committee for final approval.

The meeting ended with vote of thanks to the chair.

S. Mahendra Dev
S. Mahendra Dev
(Chairman)



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The Minutes: IQAC Meeting

Date: 19.07.2012

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. Subrata Sarkar (Dean, Academic Affairs and Coordinator, IQAC), Dr. Jayati Sarkar, Dr. G. Mythili, Dr. P.G. Babu, Dr. K.V. Ramaswamy, Dr. A. Ganesh Kumar, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The members approved the minutes of the IQAC meeting held on 09.01.2012.
- The members discussed the NAAC Peer Team Report and the recommendations made by the team for quality enhancement of the Institution. The members expressed the need to prepare the Strategy for IGIDR. They also opined that the newly formulated committee should chalk out a strategy and plan of action to be put into operation from now onwards.
- The IQAC reviewed the proposal of Academic Programme based on the recommendations made the faculty. The committee reviewed and recommended changes to the rules in the Students' Rule Book to ensure better discipline and smooth running of the Institute as per the changing scenarios. These changes to the rules are to be placed before the Academic Council for ratification.
- The members noted that the Institute has adopted Anti-ragging Policy as per the UGC Norms. They also noted that the rules and procedures are now available online on the Institute's website and on the intranet.
- Following the recommendation of Peer Team, the IQAC members noted that faculty members have participated in various activities at national and international levels to ensure furthering research and teaching. The members opined that further encouragement to the faculty should be provided to strengthen collaborative linkages at national and international levels.
- The IQAC examined the functioning of the Students' Welfare and Grievance Committee (SWG) and recommends the strengthening of the SWGC through appropriate measures in order to resolve the issues faced periodically by the students related to academics, administration and accommodation.
- The IQAC members noted the difficulty faced by M.Phil. / Ph.D. students on field trips and visits to official agencies to introduce themselves, seek appointments with officials, survey respondents, etc. To make it easier for them, the IQAC recommends that the Institute provide them official visiting cards so that it becomes easier for them to get introduced for study and official purposes.

The meeting ended with vote of thanks to the chair.

S. Mahendra Dev

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The Minutes: IQAC Meeting

Date: 19.11.2012

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. Subrata Sarkar (Dean, Academic Affairs and Coordinator, IQAC), Dr. Jayati Sarkar, Dr. G. Mythili, Dr. P.G. Babu, Dr. K.V. Ramaswamy, Dr. A. Ganesh Kumar, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The members approved the minutes of the IQAC meeting held on 19.07.2012
- The committee identified the difficulties of the weaker students during the year. The members of IQAC opined that there was a strong need for measures to encourage and give a chance to such students to continue their study programme. Accordingly, the IQAC recommends that the Institute constitute a committee consisting of faculty members of the Institute who could design a SLOW TRACK option for students with academic difficulties. The draft proposal for SLOW TRACK option can then be placed before the Academic Council for ratification.
- The members noted with satisfaction that during the year, the management has also worked towards hiring more number of faculty members adhering to the UGC norms.
- The IQAC also recommended that while feedback from graduating students are being collected, often they are not given due attention while framing policies and in the provision of various services to students. The IQAC recommends that such feedback be systematically recorded and are taken into consideration while framing policies and to ensure better services to the students. In this regards, the Committee noted with satisfaction, that the quality of food provided to the students was enhanced based on the suggestions from various stake holders.
- The IQAC members took stock of the progress in the renovation of the 'G' building where students reside and the facilities provided therein.

The meeting ended with vote of thanks to the chair.

S. Mahendra Dev
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The Minutes: IQAC Meeting

Date: 23.07.2013

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. G. Mythili (Dean, Academic Affairs and Coordinator, IQAC), Dr. Subrata Sarkar, Dr. P.G. Babu, Dr. K.V. Ramaswamy, Dr. A. Ganesh Kumar, Dr. Jayati Sarkar, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The members noted that their recommendations were approved by the Academic Council and the members approved the minutes of the IQAC meeting held on 19.11.2012.
- The members were glad to know that the SLOW TRACK option as recommended by IQAC to support weaker students has been approved by the Academic Council. It will be implemented and followed in letter and spirit.
- The members were appraised of the IGIDR-IDRC Project on "Capacity Building on Labour Market and Industrial Policy in Asia: An Indira Gandhi Institute of Development Research Regional Initiative" [Funded by International Development Research Council (IDRC)]. The members were informed that this program aims to encourage Doctoral students who have already registered for their Ph.Ds in academic programs from select Asian countries, viz., Afghanistan, Bangladesh, Bhutan, Cambodia, Indonesia, Malaysia, Maldives, Myanmar, Nepal, Philippines, Sri Lanka, Thailand and Vietnam, to visit IGIDR for a period of up to a maximum of 12 months to undertake part of their thesis research or fortify their knowledge through additional course work or add a new dimension to their research, from the point of view of Labor Market and Industrial Policy. The final dissertations would be submitted to their parent universities subject to the respective national laws and regulations. As part of this initiative, scholarships would be available for Visiting Ph.D. students who are citizens of these countries.

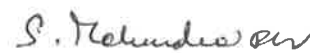
The members opined that this will give opportunity to the Research Fellows of SAARC Countries to pursue their research in IGIDR. Since IGIDR has always been open for students and research fellows from all over India and Abroad, the members agreed to the proposal and recommended the same to be placed before the Academic Council during its next meeting.

- The members discussed about revision of fellowship amount to M.Phil and Ph.D students and revision of term fee and following recommendations were made:
M.Phil students: From Rs. 12,000/- p.m. to Rs. 17,000/- p.m.
Ph.D. students: From Rs. 18,000/- p.m. to Rs. 26,000/- p.m.
Term Fee: From Rs. 8,000/- per semester to Rs. 12,000/- per semester.

The members agreed to the above recommendations and decided to be put before the Academic Council during its next meeting.

- The members took stock of the progress in renovation of the Institute's infrastructure facilities. They noted that the work this year would cover the administration block, faculty and staff residences.

The meeting ended with vote of thanks to the chair.


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The Minutes: IQAC Meeting

Date: 21.07.2014

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. G. Mythili (Dean, Academic Affairs and Coordinator, IQAC), Dr. P.G. Babu, Dr. A. Ganesh Kumar, Dr. K.V. Ramaswamy, Dr. Subrata Sarkar, Dr. Vijaylaxmi, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The minutes of the IQAC meeting held on 23.07.2013 were approved.
- The members noted that the most faculty members felt that currently there were no major problems that need to be addressed. They also noted the opinion of the faculty that in recent years the Institute has taken several new initiatives and introduced many changes in the existing academic programmes of the Institute, whose effects were yet to be fully felt. In such a situation, the overwhelming feeling of the faculty is that the Institute should not rush with more changes before allowing sufficient time for the recent initiatives to work their way through and their effects to be felt.

The members of the IQAC concurred with this view and opined that there was a need to focus attention on ensuring proper implementation of the changes already made and consolidating the improvements that have been seen so far.

- In continuation of the above, the IQAC identified that attention was particularly required to address the perception among some of the M.Sc. students that choosing the SLOW TRACK option would be a stigma on their academic record. Members noted that most of the M.Sc. students did not have a full appreciation of the objectives and advantages that the SLOW TRACK option provides to academically weaker students. Students were found to be unaware that this option is designed to ensure that students who face difficulty with specific courses can actually improve their academic performance by choosing this option.

To address this, the IQAC recommended that the Institute undertake measure to increase awareness of the advantages of the SLOW TRACK option among the M.Sc. students. Members recommended that this could be taken up through the mentoring system that the Institute has for all its students and also through one-on-one counselling sessions with specific students.

- Members noted the progress in the renovation / repair of the Institute's infrastructure. In particular, progress in renovation and extension of recreation centre, repair and renovation of building D, barrier free design, repair and renovation of building E, Research Block 3 and swimming pool, additional parking spaces, renovation of main gate, gymnasium equipment installation in the campus has been carried out.

The meeting ended with vote of thanks to the chair.

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The Minutes: IQAC Meeting

Date: 08.07.2015

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. A. Ganesh Kumar (Dean, Academic Affairs and Coordinator, IQAC), Dr. P.G. Babu, Dr. G. Mythili, Dr. K.V. Ramaswamy, Dr. Vijaylaxmi Pandey, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The minutes of the IQAC meeting held on 21.07.2014 were approved.
- IQAC members deliberated on the core and optional courses on offer during the current year for the M.Sc./M.Phil./Ph.D. Programmes. Many members felt that the number of optional courses on offer is somewhat low and limited. Members also expressed their dissatisfaction on the optional course requirements, especially at the Ph.D. level. During the deliberations members also expressed that there is a need to review the optional course requirements in general at all the levels. Further, it was suggested that the Institute should consider making changes in the overall structure of the courses and bring in fields of specialization. After extensive discussions, the Committee came up with the recommendation to the Director to set up an Internal Committee of faculty members to examine the issue in greater detail and to come up with proposals for overhauling of all the academic programmes of the Institute.
- The IQAC deliberated on some of the rules relating to the M.Sc./M.Phil./Ph.D. Programmes. Members felt that the existing rules relating to the following aspects lack clarity, and after deliberations came up with suggestions / explanations designed to bring greater clarity to the present rules:
- Re-examination of students who failed in a particular course, and continuing in the second part of Sequential Core Courses:
- The members recommended to review the new rule "A student who fails a re-exam will have to leave the program" in the light of experience of past 2 years. This was discussed in the faculty meeting. After a long deliberation, the following alternative was proposed.
- If a student fails in an exam then the student can either retake the exam within a month after declaration of results or repeat the course when it is offered next. If a student decides to retake the exam and fails, then the student can retake again within two weeks after the declaration of results or re-register for the course when it is offered next. If a student fails in the second retake, then she/he will be out of the program.
- The new rule "Micro-II, Macro-II and Econometrics-II can be taken only after passing the Micro-I, Macro-I and Econometrics-I" will be relaxed for 'Repeat students', and will continue to hold for 'Re-register' students. This means, this particular rule is applicable to all those students who drop

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respective Sequence I courses in the first semester, or those students who fail in the first retake of sequence I course and decide to 're-register'. Technically 'Repeat' students can complete the program in 2 years.

- Revision and sequencing of core courses for M.Sc. Programme;
- Revision and sequencing of the number of core courses for M.Sc. Program was discussed. At present, the structure of M.Sc. program, there are 11 core courses and 5 optional courses. It was felt, number of slots for optional courses are not sufficient because the existing faculty resources are not fully utilized in this scheme. The Dean expressed the constraints to hire faculty experts for the core course 'Public Economics'. After deliberations it was recommended to reduce the number of core courses for M.Sc. so as to introduce more flexibility in the program. Accordingly, it was suggested that 'Public Economics' may be dropped from 'Core Course' list and include it under 'Optionals'. This will come into effect from 2014-16 batch. With this change in the revised scheme, there will be 10 core courses and 6 optional courses for M.Sc. programs. Further issues on 'sequencing of courses' will be addressed at the time of complete restructuring of the program.
- The committee agreed to place their recommendation and suggestions before the Academic Council Committee.
- Based on the discussions with some of the faculty members, the IQAC discussed the issue of Research Ethics and aligning IGIDR with international best practices in this regard.

After intense discussion, the members agreed that there is a need to cater to the increasing need for clearance from 'Ethics Board' of research outputs submitted to journals involving survey of human subjects. To meet this need and to bring up the practices in IGIDR to international standards, the IQAC members suggested that the Institute should strive to set up an IGIDR Research Ethics Committee (IREC). The IQAC also suggested that the Director should constitute an internal committee to draft the modalities and guidelines that the IREC could use for assessing / certifying ethical compliance. The committee also recommended that this draft should first be discussed in a faculty meeting and should eventually be placed before the Academic Council for their feedback / final approval.

- The IQAC members noted that the currently the syllabus of various courses is being revised periodically by the concerned faculty member. Members then suggested that henceforth, the syllabus can be revised every 5 years and external experts will also be involved in this exercise. The Committee also noted that the syllabus was revised last in 2010. Accordingly, it was recommended to revise the syllabus in 2015. It was decided to place the proposal before Academic Council for further discussion and approval.

The meeting ended with vote of thanks to the chair.

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The Minutes: IQAC Meeting

Date: 07.12.2015

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. A. Ganesh Kumar (Dean, Academic Affairs and Coordinator, IQAC), Dr. P.G. Babu, Dr. G. Mythili, Dr. K.V. Ramaswamy, Dr. Vijaylaxmi, Dr. Subrata Sarkar, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The minutes of the IQAC meeting held on 08.07.2015 were approved.
- The members were glad to note that the Director had accepted its recommendation for reviewing the academic programmes of the Institute and had constituted the Academic Affairs Committee (AAC) for this purpose. Members were also informed that the AAC had come up with draft proposals for introducing Fields of Specialization in the M.Sc. and Ph.D. Programmes. Members expressed satisfaction with the broad thrust of the AAC's proposals. Members were also informed that these proposals would be placed before the Academic Council for deliberations and approval.
- The members were glad to note that the Academic Council has accepted the recommendations made by IQAC for the formation of an ethics committee and syllabus revision.
- The IQAC deliberated on the rules relating to Grade Improvement (Not Slow Track). In particular, members discussed in details the rules relating to (a) Dropping the course; (b) Attendance requirement for the students taking a course for Grade Improvement; and (c) Evaluation process for students taking a course for Grade Improvement. After intense discussions, the IQAC recommended the following:
 - a. Dropping the course:** The members suggested that the current rules as given in the student rule book, i.e. 'The last date for a student to drop the course will be 31st October for August-December and 31st March for January-May Semester' for dropping a course may be applied to this case also.
 - b. Attendance requirement for the students taking a course for Grade Improvement:** The members suggested that the faculty may decide if attendance has to be compulsory for such students. However, 75% attendance may be set as the compulsory requirement if faculty decides to make attendance criteria compulsory for such students.
 - c. Evaluation process for students taking a course for Grade Improvement:** The members suggested that the evaluation of such students will be based on Mid-term and Final Examinations,



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both of which are compulsory. In addition to this, the concerned faculty can also consider to include the marks of such students in quizzes, assignments, etc. for the evaluation.

The members decided that the above suggestions be placed before the Academic Council for finalization.


- The IQAC also discussed some operational issues pertaining to the Research Methodology course, and the Seminar Series course.

For the Research Methodology course, members felt that it would be ideal to have a committee to design the course contents and also to coordinate with lecturers who would cover various topics to be covered in this course.

The members discussed the Seminar Series course and suggested that this course may be spread out over the entire 2nd year for the Direct M.Phil / Ph.D. students (entire 3rd year for those continuing from M.Sc. to M.Phil / Ph.D). Further, they suggested that the seminars conducted by the internal faculty and students may also be included in the Seminar Series course along with the seminars organized by the seminar coordinator and Director's Office. It was also suggested that attendance requirement be fixed at minimum 75% separately for internal and external seminars.

The members decided to place the above recommendations before the Academic Council for finalization.

The meeting ended with vote of thanks to the chair.


S. Mahendra Dev
(Chairman)



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The Minutes: IQAC Meeting

Date: 20.07.2016

Attendance:

Dr. S. Mahendra Dev (Director and Chairman, IQAC), Dr. A. Ganesh Kumar (Dean, Academic Affairs and Coordinator, IQAC), Dr. Subrata Sarkar, Dr. P.G. Babu, Dr. G. Mythili, Dr. K.V. Ramaswamy, Dr. Romar Correa, Mr. Jai Mohan Pandit (Registrar, IGIDR) and Dr. G.K. Manjunath (Chief Librarian).

Agenda discussed:

- The members approved the minutes of the IQAC meeting held on 07.12.2015.
- Members noted that the proposals of the Academic Affairs Committee have been approved by the Academic Council with some slight modifications. Members were then informed that following the Academic Council's approval, rules relating to optional course requirements have been modified for the M.Sc./M.Phil./Ph.D. programmes, and Fields of Specialization have been introduced into these programmes. Members were also informed that these changes would come into effect from the forthcoming Academic Year 2016-17 onwards.
- The members were informed that the recommendations made by the IQAC relating to Grade Improvement (Not Slow Track), Research Methodology course and Seminar Series course have been accepted by the Academic Council and same will be implemented as per the procedures from the forthcoming Academic Year 2016-17 onwards.
- A proposal based on the recommendations made by the expert committee for revision of syllabus of M.Sc. Programme was prepared. The members deliberated the proposal and agreed to the proposal. It was decided to place it before the Academic Council for approval of the members.
- The Dean apprised the members about BRICS-Network University (BRICS-NU) initiative. After deliberations members opined that IGIDR can consider participating in some of the activities in this initiative. It was decided to place the proposal during the next meeting of the Academic Council for finalization.

The meeting ended with vote of thanks to the chair.

S. Mahendra Dev
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(Chairman)