



SRI SATHYA SAI INSTITUTE OF HIGHER LEARNING

(Deemed to be University)

Co-ordinator
Internal Quality Assurance Cell (IQAC)

SSSIHL/23-24/IQAC/04

22 January 2024

SSSIHL-IQAC Second Quarter Meeting
13-01-2024
Administrative Block, Prasanthi Nilayam

Venue- Academic Council Hall, Administrative Block, SSSIHL, Prasanthi Nilayam
Time: 10:35 am, 13th January, 2024

Members present:

SSSIHL IQAC University Officers:

Prof. B Raghavendra Prasad, Vice Chancellor & Chairperson IQAC
Dr. Srikanth Khanna, Registrar
Dr. G S Srirangarajan, Controller of Examinations & Coordinator IQAC
Dr. Muralikrishna Molli, Deputy Coordinator IQAC

SSSIHL IQAC External Experts:

Dr. Rama K Reddy, Former NAAC Advisor- *Attended online*
Sri Prasanth Raju, Director and Chief Executive, Trayee Business Solutions
Ms. Janaki T, In-charge, Principal, Smt. Eswaramma High School

SSSIHL IQAC Internal Members:

Dr. Sripada Lakshminath, Associate Professor, Department of Chemistry
Dr. (Mrs.) G Padmavathy, Associate Professor, Department of Management & Commerce
Dr. (Mrs.) A Sumana, Associate Professor, Department of Food & Nutritional Sciences
Dr. (Mrs.) C Prathibha, Associate Professor, Department of Physics
Dr. Siddhartha R, Asst. Professor, Department of Languages & Literature- *Attended online*
Dr. Siva Kiran Guptha, Asst. Professor, Department of Humanities & Social Sciences
Sri K K Sai Anand, Asst. Professor, Department of Biosciences
Mrs. B Saisoujanya Kumari, Asst. Professor, Department of Education
Ms. Behara Roopa Sri, Doctoral Research Scholar, Department of Mathematics & Computer Science
Ms. V Mithula, Deputy Manager, Administration
Sri K V R K Bhargav, Deputy Manager, IQAC
Sri Bhushanam Rangasairaju, Asst. Manager, Administration



Advisors to IQAC:

Prof. Rani P L, Advisor to IQAC- *Attended online*

Dr. S Balasubramanian, Advisor to IQAC

Champions of NAAC Steering Teams:

Dr. Shailesh Srivastava, Associate Professor, Department of Physics

Dr. Sai Shyam, Associate Professor, Department of Mathematics & Computer Science

Prof. (Miss) N Srividya, Professor, Department of Food & Nutritional Sciences, Director, Anantapur Campus

Dr. B E Pradeep, Associate Professor, Department of Biosciences

Special Invitee:

Sri Satya Sai Mudigonda, Adjunct Faculty, UMS Oversight Technical Lead

Following members were not able to attend the meeting due to prior commitments:

SSSIHL external expert: Sri Rangarajan Krishnan, CEO, Five Star Business Finance, Chennai

SSSIHL IQAC Internal Member: Sri Nishikant Barodekar, Asst. Professor, Department of Music

SSSIHL IQAC Internal Member: Sri Patnana Durga Prasad, Doctoral Research Scholar, Department of Chemistry

SSSIHL IQAC Internal Member: Sri Vemula Ajay Kumar, Asst. Manager, Examinations

Champion of NAAC steering team: Prof. N Sivakumar, Director, Brindavan Campus

The meeting started with a prayer to Bhagawan.

The Coordinator SSSIHL-IQAC (henceforth referred to as IQAC) welcomed all the members of the IQAC team and the NAAC Steering Team Champions (henceforth referred to as NST).

Submission of AQAR 2022-23:

The Coordinator IQAC informed the members that the process of collection and consolidation of data for AQAR 2022-23 using Pi360 has commenced.

Quality Initiatives taken up by the Institute thus far:

Coordinator IQAC emphasised the fact that any quality initiative undertaken by the members of the Institute fraternity (may not be comprehensive), is being enlisted as part of the documentation.

The Coordinator IQAC highlighted all the initiatives taken up by the IQAC after the First Quarter IQAC meeting held on the 26th August 2023.

Checklists prepared for Faculty; awaiting deployment of newly proposed CAS:

In the context of NAAC checklists prepared jointly by the IQAC team and the NAAC Steering Teams, Coordinator IQAC informed the members that it would be shared with the stakeholders after the newly proposed Career Advancement Scheme (CAS) is implemented. He then requested the Chairperson



IQAC to share details of the newly proposed CAS.

Chairperson IQAC briefly explained to the members about the Research track, Teaching track, Administrative track, Fast track and Performance Improvement Programme (PIP) track.

Dr. Padmavathy enquired whether teaching has been given due importance in the new CAS. Chairperson IQAC said that teaching has been given due importance in all the different tracks.

Faculty Members to attend Conferences, workshops every year, Apply for Membership with Professional Academic Bodies - NAAC Metric 6.3.2 - Funding and Leave Clearance:

Speaking about the initiative of providing financial assistance to faculty members under NAAC Metric 6.3.2, Chairperson IQAC emphasized that every faculty member and every research scholar will be provided financial assistance for travel outside India for participation in an international conference once in 3 years and in the last year of his / her PhD respectively.

Dr. Rama, the external expert suggested that all these initiatives should be duly communicated to all the stakeholders through circulars, emails etc. and the proof of this communication should be available as proof to be uploaded on NAAC portal.

Institution Innovation Council (IIC) Constitution – NAAC Metric 3.3.1 Innovation Ecosystem – Various activities conducted by IIC since then:

Registrar talking about the reconstitution of IIC and highlighted the importance of the innovation ecosystem in the Institute as this has been made mandatory by UGC. He also said that this will help in applying for NIRF innovation ranking.

Dr. M Muralikrishna informed the members that the IIC is organizing a day-long event as part of Start-Up Day celebrations on 16th January 2024.

Dr B E Pradeep updated the members that the IPR team of IIC is working on preparing templates for IPR policy, MoU preparation and timelines for MoU approval.

MoU with the All India Institute of Speech and Hearing, Mysuru – NAAC Metric 3.7.2:

Chairperson IQAC updated the members about the initiatives undertaken under the MoU signed with the All India Institute of Speech and Hearing (AIISH).

Prof. Rani P L updated the members that students of Department of Languages and Literature have taken up dissertation work related to topics of speech.



Brass Band and Vedam Chanting by women students on the XLII Convocation Day of SSSIHL – Initiative by Chairperson IQAC:

Prof. Srividya elaborating on the initiative of inclusivity and gender equality said that the women students of the Institute got an opportunity to play brass band and chant invocatory Vedam for the first time at the XLII Annual Convocation of the Institute. She added that the Honourable President of India, the Chief Guest for the Convocation, Smt. Droupadi Murmu, was very happy with the performance of the women students and took a photograph with them.

Proposed Policy for Online Credit Transfer from SWAYAM at SSSIHL – NAAC Metric 1.3.2:

Dr. B E Pradeep, talking about the new guidelines of Online Credit Transfer from SWAYAM, suggested that these guidelines should be highlighted in the admissions prospectus and the Institute website to create awareness amongst prospective applicants.

Proposed Question Paper Setting and Answer Scripts Evaluation Policy at SSSIHL – NAAC Metric 2.5 Evaluation Process and Reforms:

Sri Prasanth Raju observed that the Institute should take up a process of checking the effectiveness of the single evaluation system by sampling method.

Dr. B E Pradeep suggested that the Institute can check which faculty member's correction goes for double/triple evaluation and take corrective action.

Prof. Srividya suggested that the Controller of Examination(CoE) take a relook at the grade sheet in light of the introduction of the NEP-2020 curriculum. CoE welcomed any suggestions in the relook of the grade sheets.

Constitution of the SSSIHL Public Outreach Committee (SPOC):

Chairperson IQAC directed all the members to communicate to the staff and students of their respective campuses to record any event conducted in their campus and bring it to the notice of SSSIHL Public Outreach Committee (SPOC). He highlighted how the recent delegation of IAS and IPS officers were very impressed by the display of our students in the Annual Sports and Cultural Meet held on 11th January 2024.

Sri Sathya Sai Mudigonda updated the members about a social media training that was conducted on 24th December 2023 for members of the SPOC.

Dy. Coordinator IQAC suggested that akin to international conferences organized jointly by the Department of Physics and Department of Chemistry in 2015, we should organize more such



conferences.

Chairperson IQAC suggested that as part of centenary celebrations of Revered Founder Chancellors' advent, we can target at organizing international conferences and invite the who's who in every domain.

Collecting and Consolidating Alumni Database – Metric 5.4

Alumni Engagement - Launch of Alumni Association – Metric 5.4.1 – Alumni Cell:

Chairperson IQAC updated the members that very soon the Institute is going to register an alumni association and alumni have come forward in helping us in consolidating the alumni database. He added that all the alumni will be provided with alumni ID cards.

Other Initiatives enlisted by the Coordinator IQAC

- IKS Six Day Short Term face to face training program at HRDC Chennai - 29-08-2023
- IQAC second internal review meeting - Discussion of SSS Survey Reports - 07-09-2023
- NEP Cell Reconstitution - 16-09-2023
- IQAC third internal review meeting - Discussion of the reports based on the AAA Surveys-Campus visits due in Feb 2024 - 28-09-2023
- Upgradation of IT infrastructure of the Institute based on recommendations of Peer Team Report - Brindavan and Anantapur Campuses - 15-10-2023
- Faculty Members to attend FDP / MDP / PDP / STC every year-NAAC Metric 6.3.3-Funding and Leave Clearance - 30-10-2023
- Streamlined capturing of higher studies and placements data through the CoE office Convocation Circular-Metrics 5.2.1 and 5.2.2 - 6-11-2023
- Special event organized for distribution of Degree Certificates to all the graduands on 23rd November 2023 - Chairperson IQAC
- Professional Development Programme on “Plastic Waste Management” on 31st Jan 2024 - Metric 7.1.3-Degradable and non-degradable waste management - 25-11-2023
- Interactive Workshop session on popularizing IKS at SSSHSS, Puttaparthi-Dr. Naga Sai Visweswar, Asst. Professor, Dept. of Chemistry, Sri K V R K Bhargav and Team - 27-11-2023
- Proposed UG to PG Promotion under in-house Integrated Programmes at SSSIHL – Metric 2.1.1- Student Enrolment Percentage - 14-12-2023
- Streamlining the grievance redressal mechanism of the Institute - 18-12-2023
- Launch of Eco-club at Prasanthi Nilayam with a motto of implementing various sustainable activities in the Campus - Metric 5.3.3 Club activities - Dr. B Praphulla Chandra, Asst. Professor, Dept. of Chemistry, Convener-SSSIHL Green Cell - 21-12-2023
- Designing Medium Level Value Added Courses (VACs) for select Self-reliance Activities -Metric 1.3.2-Dr. Murali Ravi, Asst. Professor, Dept. of Physics - 27-12-2023
- Administrative Training Programme-Upskilling Workshop in Basic and Advanced Excel tools for



all non-teaching staff of the Institute on 13th Jan 2024 - Metric 6.3.3 (Old manual)-Team from Finance Office - 30-12-2023

- 13th Indian Youth Parliament (*Bharatiya Chhatra Sansad*), a national level annual conclave, organized at Pune by MIT-WPU supported by Union Ministry of Youth Affairs and Sports, AICTE and AIU - Ms. Akshara H, I B.Com.(Hons.), selected from ATP Campus reached the final round of selection - Director, Anantapur Campus - 03-01-2024
- Data ready to be uploaded for NIRF 2024 - Dr. M Muralikrishna, Asst. Professor, Dept. of Physics, NIRF Coordinator - 4-1-2024
- Coffee Table Book for SSSIHL designed for handing over to the UGC Chairman during the South Zone Vice-Chancellor's Conference at SASTRA Deemed University, Thanjavur, Tamil Nadu - Sri Biren Patel - 04-01-2024
- Southern Zone Vice-Chancellors' Conference on Implementation of NEP 2020 on 5th January 2024 at SASTRA Deemed University, Tamil Nadu - 05-01-2024
- The mascot for the SSSIHL Annual Sports and Cultural Meet 2024, a five-foot-tall, eight-foot-long Airavat, the mythical white elephant from Hindu lore, built using entirely biodegradable materials - Dr. Ravi Kishore, Asst. Professor, Dept. of Chemistry - 11-01-2024
- Designing brochures, 2 minutes video with student and alumni bytes, poster / instagram reel for social media by all Departments to enhance enrolment of good quality students - Metric 2.1.1 - 12-01-2024
- Start-up Day Celebrations at the Sai Hira Global Convention Center – IIC - 16-01-2024
- Placement Initiative of SSSIHL- Students were trained on resume preparation and interview skills. 5 companies conducted campus interviews (3 onsite and 2 online). 20% of MBA students and 70% of Actuarial students have received offers. Comprehensive placement and internship policy designed and awaiting final approvals.
- Science on Wheels project- The 2nd M Sc students of Departments of Biosciences, Chemistry and Physics along with three faculty members and a research scholar went to the Government Model School, Muddenahalli, and demonstrated some interesting and exciting experiments in Science to the 8th and 9th class students

Coordinator IQAC enlisted the following activities which are in the pipeline in the next few months:

- ABC registration of students in process
- Episode-3 of the OBE Workshop series to be conducted shortly
- Fine tuning of the Ph.D. regulations in process
- Non-NEP VAC approval guidelines
- Creating and formalizing student council and student clubs
- Streamlining maintenance procedures of the Institute
- Appointment of a psychologist/counsellor as part of the Students Services Centre (SSC)
- Health Insurance and Group accident insurance coverage for all the employees of the Institute



- Administrative Training Programme-Upskilling Workshop on Email etiquette
- Formal collaboration with Sri Sathya Sai Media Centre-NAAC Metric 3.7.1

Coordinator IQAC then requested inputs and volunteers for contribution to the metrics 6.5.1, and 6.5.2. Referring to 6.5.1 and 6.5.2, Dr. Rama Reddy suggested that a resolution shall be taken in the IQAC meeting stating that any initiative in the Institute taken for quality enhancement shall be considered as an IQAC initiative.

Other points

Feedback mechanism:

Talking about quality enhancement of the teaching quality feedback (TQF) process, Dr. Padmavathy highlighted the need to have a relook at the questionnaires which are administered to the students at the end of every semester. Chairperson IQAC suggested that we should customize these questionnaires for different programmes.

Dr. Prathibha suggested that time given to the students to give the feedback should be relooked to prevent fatigue. Chairperson IQAC directed the Coordinator IQAC to initiate the process of relooking at the TQF questionnaires.

Dr. B E Pradeep suggested that IQAC can reach out to the students on a one-on-one basis to get their inputs for improving the questionnaires.

Sri Prasanth Raju enquired about a process to elicit feedback from the faculty members. Coordinator IQAC informed the members that we have two feedback mechanisms annually, a) Feedback as part of Academic and Administrative Audit (AAA) and b) Feedback as part of design and review of syllabus.

Other Quality Enhancement Initiatives

Dr. Balasubramanian highlighted few quality enhancement initiatives:

- More clarity in communication across the Institute
- Guidelines to be framed and circulated for conduct of different meetings

Chairperson IQAC informed the members that documents clearly spelling out the roles and responsibilities of every position in the Institute will be shared soon.

Coordinator IQAC took note of the points for action.

Prof. Rani P L shared the following points:



- Need for accurate data for placement and higher studies from graduating students every year.
- Preparation of a few general videos on NEP-2020 be made and put on social media and website to give wider publicity to the SSSIHL's NEP-2020 implementation.
- Referring to the initiative of framing intermediate level courses for those Self-reliance courses which are being converted to Value Added Courses, she suggested a relook to avoid any confusion and overlap in their nomenclature.
- Referring to the adoption of single valuation as part of examination reforms, she said the faculty should exhibit utmost integrity in the valuation of the answer scripts.
- A relook at the TQF as pointed out by other members of the IQAC team.
- Encouraging differently-abled students to study at SSSIHL and having a teaching-learning-evaluation policy suitable for them.
- Setting up an evaluation process for HoDs, Deans, Administration and Faculty.
- Any achievements of the students and faculty should be appreciated.

Ms. Janaki T underscored the importance of putting in efforts to retain the cream of students from the Sri Sathya Sai Schools. She informed the members that most of the students of Smt. Eswaramma High School go out and do not join SSSIHL. Dr. B E Pradeep apprised Ms. Janaki T that efforts are being made to reach out to the students of our schools.

Dr. Padmavathy appreciated the active involvement of alumni in the placement of students of SSSIHL. She stressed on the need for having a placement policy, which should be communicated to the students.

Dr. B E Pradeep suggested that when we celebrate National Science Day, we can intimate the nearby schools in advance and invite them to the Institute to witness and perform some experiments in our labs.


Dr. Prathibha apprised the members about the wellness programs organized by premier institutions like the IITs where they do it just for one session inviting an expert to share his/her thoughts. In comparison, in SSSIHL we have events like Summer Course in Indian Culture and Spirituality, Moral Class etc. where experts share their thoughts with students and staff on a regular basis. She added that we have a rich collection of Bhagawan's discourses which are played regularly on different occasions in Hostel, Institute and Mandir. She stressed on the need for allowing our students to participate in intra university and inter university competitions. These points were noted by the Coordinator IQAC.

Deputy Coordinator IQAC informed the members that according to the communication received in a recent workshop conducted by AICTE where he was a participant, NBA accreditation will be mandatory and has to be undertaken in the next one year.



Dr. Rama Reddy added that NBA pre-qualifier needs extensive preparation and urged the concerned departments to start in right earnest.

The meeting concluded with a prayer.


16/2/24

COORDINATOR
Internal Quality Assurance Cell
Sri Sathya Sai Institute of Higher Learning
(Deemed to be University)

Signature and Seal of IQAC Coordinator
Dr. G S Srirangarajan
Controller of Examinations &
Coordinator, IQAC



VICE CHANCELLOR
Sri Sathya Sai Institute of Higher Learning
(Deemed to be University)
Vidyagiri, Prasanthi Nilayam
Sri Sathya Sai District, A.P. - 515 134
India

Signature and Seal of IQAC Chairman
Prof. B Raghavendra Prasad
Vice-Chancellor &
Chairperson, IQAC

Annexure1- Attendance Sheet of Second Quarter IQAC meeting

Annexure2- PPT presented in the Second Quarter IQAC meeting



SRI SATHYA SAI INSTITUTE OF HIGHER LEARNING
(Deemed to be University)

Internal Quality Assurance Cell





Second Quarter Meeting

Date: 13th Jan 2024


Time: 10:35am – 12:30pm


Venue: Academic Council Hall, Administrative Block

ATTENDANCE SHEET









S.No.	Name	Designation	Signature
1	Prof. B Raghavendra Prasad	Chairperson, IQAC	
2	Dr. Srikanth Khanna	Registrar	
3	Dr. G S Srirangarajan	Controller of Examination & Coordinator, IQAC	
4	Dr. Muralikrishna Molli	Deputy Coordinator, IQAC	




External Experts

5	Dr. Rama Reddy	Former Advisor, NAAC	Online
6	Sri Rangarajan Krishnan	CEO, Five Star Business Solutions, Chennai	ABSENT
7	Sri Prasanth Raju	Director and Chief Executive, Trayee Business Solutions	


8	Ms. Janaki T	In-charge, Principal, Smt. Eswaramma High School	
---	--------------	--	---

IQAC internal members




9	Dr. Sripada Lakshminath	Associate Professor, Department of Chemistry	
10	Sri K K Sai Anand	Asst. Professor, Department of Biosciences	
11	Mrs. B Saisoujanya Kumari	Asst. Professor, Department of Education	
12	Dr. (Mrs.) A Sumana	Associate Professor, Department of Food & Nutritional Sciences	
13	Dr. Siva Kiran Gupta	Asst. Professor, Department of Humanities & Social Sciences	
14	Dr. Siddhartha R	Asst. Professor, Department of Languages & Literature	ONLINE
15	Dr. (Mrs.) G Padmavathy	Associate Professor, Department of Management & Commerce	
16	Dr. Sampath Lonka	Asst. Professor, Department of Mathematics & Computer Science	
17	Sri Nishikant Barodekar	Asst. Professor, Department of Music	ABSENT
18	Dr. (Mrs.) C Prathibha	Associate Professor, Department of Physics	

19	Ms. Behera Roopa Sri	Doctoral Research Scholar, Department of Mathematics & Computer Science	B. Roopa Sri
20	Sri Patnana Durga Prasad	Doctoral Research Scholar, Department of Chemistry	ABSENT
21	Sri Vemula Ajay Kumar	Asst. Manager, Examinations	ON DUTY
22	Sri Bhushanam Rangasairaju	Asst. Manager, Administration	
23	Ms. V Mithula	Deputy Manager, Administration	
24	Sri K V R K Bhargav	Deputy Manager, IQAC	

Advisor to IQAC

25	Dr. (Ms.) Rani P L	Associate Professor, Department of Languages & Literature	Online
26	Dr. S Balasubramanian	Associate Professor, Department of Mathematics & Computer Science	

Champions of NAAC Steering Teams

27	Dr. Shailesh Srivastava	Associate Professor, Dept. of Physics	
28	Dr. Sai Shyam,	Associate Professor, Department of Mathematics & Computer Science	
29	Prof. (Miss) N Srividya,	Professor, Department of Food & Nutritional Sciences	

30	Dr. B E Pradeep,	Associate Professor, Department of Biosciences	Pradeep B.E.
31	Prof. N Sivakumar,	Director, Brindavan Campus	ABSENT

UMS Oversight Technical Lead

32	Sri Sathya Sai Mudigonda	Adjunct Professor, UMS Oversight Technical Lead	S. S. Mudigonda