

Action Taken Report

Presented at the IQAC Meeting held on 23rd December 2020

Ref: Minutes of IQAC Meeting dated 28th December 2019

Observations/Discussion	Action to be Taken	Responsible Person	Target Date	Action Taken
Special Agenda Point				
Decision to apply for reaccreditation as per the framework for Health sciences University	Prepare SSR Referring NAAC Health sciences Manual	IQAC	31 st December 2020	Data Compilation for SSR is almost complete .
Agenda 1: Review / follow up of actions from previous IQAC meeting				
Dr. Neeta Inamdar, Head of Manipal Centre for European Studies sought clarity on no.of credits to be fixed per course. She also requested someone to review and validate the outcomes of their program that they have prepared & submitted .	Deputy Registrar – Academics (Tech.) to clarify her doubts & also review the program outcomes	Deputy Registrar Academics (Tech)	Next BOS of the department	The point raised by Dr. Neeta Inamdar regarding the credit was clarified in the BOS meeting conducted on 22.07.2020. The program outcomes were reviewed and validated by the external expert of the BOS Prof Jayaraj Amin, Head, Dept of Political Science, Mangalore University.
Pro VC – QA suggested that IQAC need to focus more on discussions related to processes and policies. He suggested to develop a process flow of functioning of the MRM & IQAC meets -	Director Compliance and Director Quality will develop in consultation with PVC QA	Director Compliance and Director Quality	By next IQAC meeting	Process Flow Diagram was prepared and presented to IQAC . Process Flow Diagram is attached as Annexure 1
Dr. Srikanth Bhat, Executive Director, Manipal Dot Net (Industry Representative of IQAC)suggested : <ul style="list-style-type: none"> • Engineering program can explore giving credits for internship after their class hours. 	Director MIT to implement the suggestions	Director MIT	Review in next IQAC meeting	Both Suggestions are implemented

<ul style="list-style-type: none"> To give more publicity to the various consultancy services offered by different departments of MIT 				
To prepare a process flow for UGC-NET scholarship	Process flow to be prepared	Director Quality	Within one month	Process Flow prepared and circulated to constituent units . Refer Annexure 2 for details
VC suggested to rename Conference fund as “Research fund” or “Faculty Development fund”. Purpose of renaming is to facilitate utilizing this fund not only for attending conference, but also for other research related activities. Hence, the new nomenclature should combine all the related activities	Directorate of Research to discuss and do the needful	Director Research	By next IQAC meeting	Decision pending ,will be implemented while revising the Research policy . New Target date :March 31,2021
Organize Academic Audit	Arrange Academic Audit to review preparedness for NAAC accreditation	QA Team	Before scheduled NAAC Accreditation	Will be conducted after SSR compilation is completed.
Agenda 2 Review of actions initiated based on NAAC peer team observations(2016)				
Introduction of inter-disciplinary programs	Constituent units to introduce	Dy. Registrar (Academics)	Next Academic Year	Initiated 23 new programmes in 2020. Details available with IQAC. Total in last 5 Years - 54
Implementation of CBCS	Applicable programs to implement	Dy. Registrar (Academics)	Next Academic Year	147 programs out of 178 programs (eligible)
Extend Audit options to students across institutions/depts	Extend in non engg programs	Dy. Registrar (Academics)	Next Academic Year	Audit option available in 47 programs across 4 institutions/departments
Introduce Interdisciplinary programmes	Constituent units to plan and introduce	Dy. Registrar (Academics)	Next Academic Year	23 inter-disciplinary programmes are initiated in 2020
Feedback on	Collection of	Deputy	Applicable	Online Feedback

Curriculum	Feedback on Curriculum	Registrar (Academics)	programs in next academic year . Discussion in BOS .	regarding the curriculum is collected from Students, Faculty. Alumni, Professionals and Employers. The feedback is discussed in the BOS meeting and action taken is documented.
OBE implementation	Constituent units to implement in respective programs	Deputy Registrar (Academics)	Ongoing	OBE documentation is complete across 75% of the programs.
Increase Academic Collaborations	Constituent units to network	Deputy Registrar (Academics)	Ongoing	203 Ongoing collaborations
Include MOOCs in curriculum	Constituent units to include wherever permissible	Deputy Registrar (Academics)	Ongoing	Students have the option of earning credit through MOOCs in 73 programs across 10 institutions/depts.
Strengthen Academic flexibility in terms of open electives and credit transfers.	Implement wherever permissible	Deputy Registrar (Academics)	Ongoing	Outward credit transfer option available in 81 programs across 13 institutions/depts
Improve Demand Ratio for PG/Research programs	Improve applications	Hols/Direct or Admissions	Ongoing	Participation in National Education Fairs have increased from 12 in 2019 to 32 in 2020, in International education fairs, despite pandemic ,it is 14 in 2020 same as in 2019 Demand ratio for PG has improved from 1:3 to 1:3.57. PhD demand ratio has not seen improvement.
Improve Interdisciplinary and collaborative research publications.	Constituent units to plan and implement	Directorate of Research	Ongoing	2253 collaborative and 2614 interdisciplinary research publications in last 5 years. 643 collaborative research publications and 699 interdisciplinary publications in 2019 -20
Improve Grants	Constituent units to apply and secure.	Directorate of Research	As per Annual target	Mendeley funding portal is used to create awareness about available grant calls.

				Grants office with grants coordinator coordinating with faculty to submit proposals. Grants in 2019-20 has improved to Rs 24.36 Cr 785 research proposals submitted in 2019 -20 as compared to 3249 in last 5 years
Improve Quality of Publications	Encourage faculties to publish in Q1/Q2 journals in Scopus	Directorate of Research	Ongoing	4747 out of 11261 publications in last 5 years in Q1/Q2. PMS and Research policy encourages faculties to publish in Q1/Q2
Improve Revenue from Consultancy	Encourage /Give publicity	Directorate of Research	Ongoing	Improved to Rs 22.42 lakhs in 2019 -20 as compared to Rs 71.18 lakhs in 5 years. Faculty Entrepreneurship policy implemented
Patents and Commercialization	Improve applications ,encourage commercialization	Directorate of research	Ongoing	Three patents granted in this year No. of patent applications increasing No of Patents commercialized - 6
Only 65% of the faculty have utilized research incentives	Encourage faculty for optimal utilization	Directorate of Research	Ongoing	Has improved to 73% based on the actions initiated .
Academic mentoring to enhance quality research publications in journals of high impact	Organize Training /Awareness programs	Directorate of Research	Ongoing	Periodic training and awareness programs to address this have been initiated. Three webinars were held in the current year by Springer Nature for clinical and life sciences, technical and humanities respectively to mentor them in scientific writing, research ethics and targeting high end journals Total training programs In 2019-20 - 42 in last 5 years – 365
Strengthening campus placement with Core	Add new companies each	Placement Heads of	Every Placement	Improved from 173 to 206 in last one year

Companies	year	Constituent units	season	
Enhance faculty and student internship with industry	Add new internship opportunities	Placement Heads of Constituent units	Every internship season	<ul style="list-style-type: none"> • Requesting companies visiting for only placements to provide internships opportunity along with placements. • Promoting/requesting companies to extend summer internships offers to third year students, which can be converted to preplacement offers (PPO) based on the students' performance. • Increased from 618 to 755 in last one year.
To implement a barrier free access to facilities for the differently abled	Implement as per policy and CEPD plans .	Director General services	Ongoing	Status of existing buildings presented in CEPD meeting on 13.08.20. Phase wise implementation plan to be finalised
Agenda 3. Best Practices Sharing and New Initiatives				
New Initiatives by IQAC	Organize <ul style="list-style-type: none"> • Workshop on QS Rankings, • Training on Risk Management, • Orientation on OBE Implementation, • Strategy for NIRF Ranking and • NAAC SSR Compilation 	QA Team	Ongoing	<ul style="list-style-type: none"> • Workshop on QS Rankings was organized for MAHE Directors and QMRs from constituent units participated in the workshop – Dec. 30, 2019 • Online training program on “Awareness on Risk & Opportunity and Implementation” by Mr. ALN Rao on Nov. 11, 2020 - 249 Internal auditors and QMRS attended this training <ul style="list-style-type: none"> • Orientation on OBE For Hols of

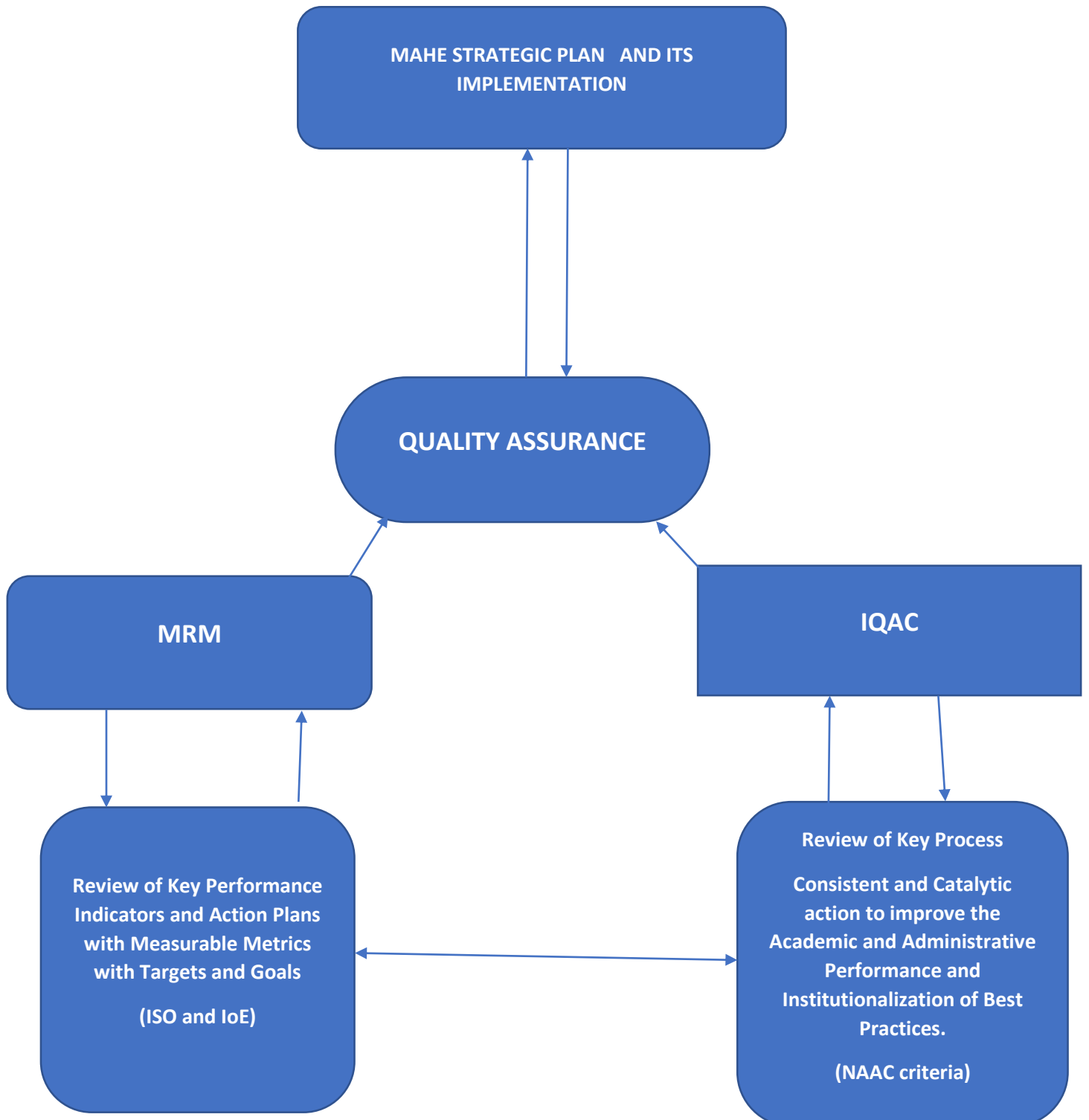
				<p>Technical, Management and Humanities - Feb. 27, 20</p> <ul style="list-style-type: none"> • Orientation on OBE For Hols of Faculty of Health Sciences – Mar. 7, 20 • NIRF ranking analysis of constituent colleges were held and strategy to improve the rank in the next cycle were discussed • 8 weekly meetings were held with NAAC Criteria leaders to discuss and review the progress made on compilation of NAAC SSR for reaccreditation
Agenda 4. Review / approval of the Annual Quality Assurance Report				
AQAR Submission	Complete filling of AQAR and seek approval of IQAC	QA Team	By December 31	Submitted AQAR 2018-19. Completed filling AQAR 2019-20 .Will be submitted after review by IQAC .
Agenda 5. Review of Academic audit outcomes (if conducted during the period)				
Reviewed in Management Review Meetings of 13 th /14 th February 2020 and 25 TH /28 TH September 2020				
Agenda 6. Suggestions for Improvements -Stakeholders inputs				
Students Student rep. from KMC Manipal complained about updates not happening in SIS software. .	ISD to address the issue with KMC Manipal	ISD and KMC Manipal	By Jan 31,2020	Addressed
Industry Refer Agenda 1,point c				Addressed
Teachers Refer Agenda 1,point a				Addressed

Agenda 7. Activities Planned for next year				
Institutional Academic audits in all constituent units	Conduct of Academic Audits by Constituent units	QA Team	By December 2020	External Academic and Administrative audits were conducted by Ms TUV Rheinland and Internal Audits by QA Team of MAHE and its constituent units
Train the trainer program on Academic audits	Organize Train the trainer program	QA Team	By December 2020	<ul style="list-style-type: none"> • Orientation on OBE For Hols of Technical, Management and Humanities - Feb. 27, 2020 • Orientation on OBE For Hols of Faculty of Health Sciences – Mar. 7, 2020
Organizing Quality related conference / workshop with the assistance of Ranking agencies / accrediting agencies	Organise the activities	QA Team	By December 2020	Completed ,please refer Agenda 3
Mock audit (NAAC)	Organise audit	QA Team	By December 2020	Will be conducted after completion of SSR compilation .
MQAC activities	Organise a meeting	QA Team	By March 2020	Meeting organized on 11 th March 2020
Agenda 8. Any other matter with the permission of chair				
Previous meeting suggestion as presented in Agenda 1, point b	Implementation of suggestion	Director Quality and Director Compliance	By December 2020	Completed

Sd/-

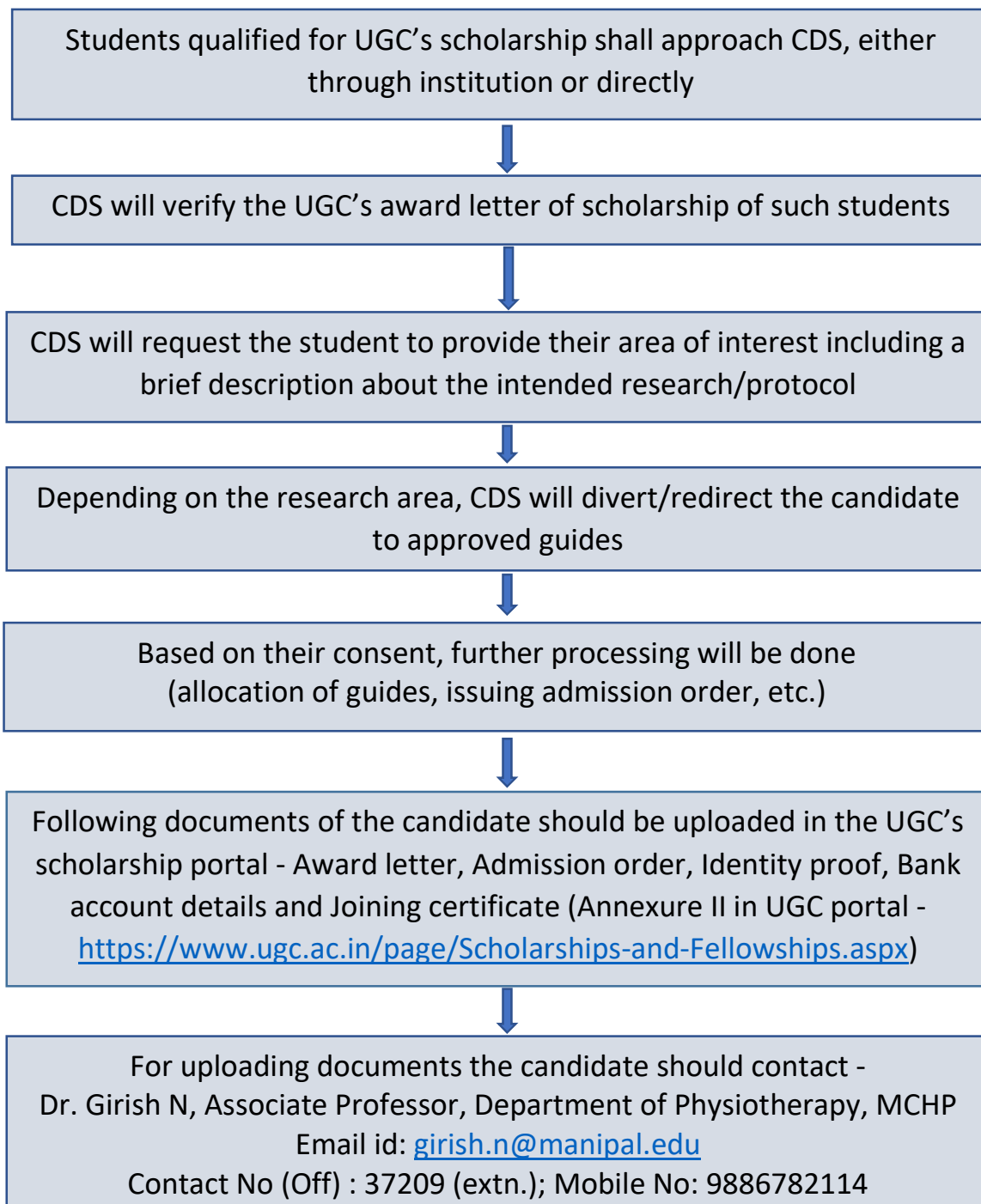
Director / Coordinator, Internal Quality Assurance cell

PROCESS FLOW DIAGRAM MRM and IQAC



UGC – NET – JRF Scheme - Process Flow

The University Grants Commission (UGC) offers scholarships to talented candidates who qualify with a meritorious score. Such candidates can approach the Centre for Doctoral Studies (CDS), MAHE, Manipal.



NOTE: If any student wishes to discontinue the PhD program then kindly communicate to Dr. Girish N.