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# INTERNAL QUALITY ASSURANCE CELL

## OSMANIA UNIVERSITY

**A University Accredited with A+ by NAAC | A University with Potential for Excellence**

MEETING OF THE IQAC QUQLITY ADVISORY COMMITTEE (QAC),
OSMANIA UNIVERSITY AT 4.00PM, 21-12-2022 – EC ROOM,
ADMINISTRATION BUILDING, OU.

## AGENDA

1. AQAR Reports of OU 2018-19 and 2019-20 – revision

2. AQAR Reports of OU 2020-21 and 2021-22 – submission

3. To initiate the starting of Student Clubs in Osmania University

4. To initiate the ISO certification audit process for the University

5. To initiate the Green and Energy audit for the University

6. To review the feedback process from students, faculty, alumni and employees

7. To initiate the preparation of the new policies for Osmania University

8. To appoint Criteria wise coordinators for AQAR and SSR reports of NAAC

9. Any other matter with the permission of the Chair

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| Date | : | 21$^{st}$ December 2022 |
| Timing | : | 4.00 to 5.30 PM |
| Location | : | EC Room, Administration Building, OU |

## Program Schedule

| | |
|---|---|
| 4.00 PM | ➢ Welcome address by<br>Prof. B. Sireesha, Director IQAC, OU<br>➢ Presidential Remarks:<br>Prof. D. Ravinder, Hon'ble Vice-Chancellor, OU and Chairman QAC of IQAC. |
| 4.15 PM | ➢ IQAC, OU- Functioning and the requirements; Presentation by Prof. B. Sireesha, Director IQAC, OU. |
| 4.30 PM | ➢ Interactive Session by QAC members and Suggestions |
| 5.20 PM | ➢ Vote of thanks by<br>Dr. J. Upender, Nodal Officer, Statistical Cell, OU |
| 5.25 PM | ➢ Hi-Tea |

**Minutes of the IQAC Quality Advisory Committee (QAC) Meeting - Osmania University**

**Date:** 21st December, 2022.

**Time:** 4:00 PM

**Venue:** EC Room, Administration Building, Osmania University

**Agenda:**
1. AQAR Reports of OU 2018-19 and 2019-20 – revision
2. AQAR Reports of OU 2020-21 and 2021-22 – submission
3. To initiate the starting of Student Clubs in Osmania University
4. To initiate the ISO certification audit process for the University
5. To initiate the Green and Energy audit for the University
6. To review the feedback process from students, faculty, alumni and employees
7. To discuss the documents of Green Policy, E-Waste management policy and Space-Technology Policy of Osmania University 2022, and to initiate the preparation of the new policies for Osmania University: Consultancy, Research and Development, IT and IP policies of OU for 2023.
8. To appoint Criteria wise coordinators for AQAR and SSR reports of NAAC
9. Any other matter with the permission of the Chair

The members present for the meeting are as follows:

| | | |
|---|---|---|
| 1. | Prof. D. Ravinder | Chairman |
| 2. | Prof. P. Laxminarayana | Member |
| 3. | Prof. B. Reddya Naik | Member |
| 4. | Prof. P. Naveen Kumar | Member |
| 5. | Prof. T. Mrunalini | Member |
| 6. | Prof. C. Ganesh Principal | Member |
| 7. | Prof. B. Veeraiah | Member |
| 8. | Dr. G. Prasad Rao (Rtd) | Member |
| 9. | Dr. D. Ramankrishna Devaki | Member |
| 10. | Dr. J. Upendar | Member |
| 11. | The I/c Finance Officer | Member |
| 12. | Prof. B. Sireesha | Member -Secretary |
| 13. | Prof. R. Nageswar Rao | Special invite |
| 14. | Prof. C. Srinivasulu | Special Invite |

**Meeting Commencement:** The meeting of QAC of IQAC and was convened on 21st December, 2022, at 4:00 PM in the EC Room of the Prof. Ananthaswamy Administrative Building, Osmania University. The Chairman of the Quality Advisory Committee and Vice-Chancellor Prof. D. Ravinder welcomed all the members and initiated the proceedings. The following were the minutes of the meeting.

**1. AQAR Reports of OU 2018-19 and 2019-20 – Revision:**
The meeting commenced with a discussion on the revision of the Annual Quality Assurance Reports (AQAR) for the academic years 2018-19 and 2019-20. Department heads provided

insights into necessary updates and modifications. Action points were assigned to ensure the timely completion of revisions.

## 2. AQAR Reports of OU 2020-21 and 2021-22 – Submission:

Updates were provided on the progress of the AQAR reports for the academic years 2020-21 and 2021-22. It was noted that the submission process is on track, with departments actively contributing to data compilation. The Chair urged departments to submit AQAR reports for the academic years 2020-21 and 2021-22.

Department heads will be provided updates on the progress, and it was noted that all efforts should be made to ensure a complete and accurate submission of the data with supporting evidences.

## 3. Initiation of Student Clubs in Osmania University:

The committee deliberated on the initiation of student clubs in Osmania University. A framework was discussed, including the types of clubs, their purpose, and the process for establishment. IQAC was assigned responsibility to kickstart this initiative.

## 4. Initiation of ISO Certification Audit Process:

The steps to initiate the ISO certification audit process for Osmania University were outlined. The timeline, roles, and responsibilities were discussed, and a timeline was established for the certification process.

## 5. Initiation of Green and Energy Audit:

Plans were initiated for the Green and Energy audit for Osmania University. The committee discussed the scope and objectives of the audit, emphasizing the importance of sustainability measures. The process of involving the NSS volunteers in the audit has been discussed.

## 6. Review of Feedback Process:

The existing feedback process from students, faculty, alumni, and employees was reviewed. Suggestions for improvements were discussed, and a subcommittee was formed to propose enhancements to the feedback mechanisms.

## 7. Discussion on Policies:

### a. Review of 2022 Policies:

The Green Policy, E-Waste Management Policy, and Space-Technology Policy of Osmania University for 2022 were presented by the chairpersons of the respective policies and discussed, and their implementation status was reviewed.

### b. Initiation of New Policies for 2023:

The committee initiated discussions on new policies for Osmania University in 2023, including Consultancy, Research and Development, IT, and IP policies. The preparation process was outlined.

## 8. Appointment of Criteria-wise Coordinators for AQAR and SSR Reports of NAAC:

Criteria-wise coordinators for AQAR and SSR reports for the upcoming NAAC accreditation were appointed. Their roles and responsibilities were clarified to ensure effective collaboration.

## 9. Any Other Matter:

The floor was opened for additional matters. No specific matters were raised.

**Conclusion:** The meeting concluded with a summary of action items and a commitment to achieving the outlined objectives. The next meeting date was confirmed.

**Adjournment:** The meeting was adjourned at 5.30 PM with the Vote of thanks by the Nodal Officer of Statistical Cell, Dr. J. Upender.


**Prof: B. Sireesha**
Director, IQAC
Osmania University

**Prof: D. Ravinder**
Vice-Chancellor & Chairman of QAC,
Osmania University

**Action Taken Report QAC Meeting held on 21-12-2022**

1. AQAR- 2018-19 and AQAR-19-20 were revised and uploaded to NAAC portal.. AQAR-2018-19 and AQAR-2019-20 are open for revision due to technical clinch. Issue has been raised in NAAC portal.

2. AQAR-2020-21 and AQAR-2021 were submitted and are open for revision for few web links to be updated.

3. Eighteen student clubs were planned to start from the academic year 2023-24. The proposal has been approved in Standing Committee meeting and in Academic senate.

4. ISO certification process for 2023-24 has been initiated.

5. Green and Energy audit of Osmania University was conducted on $11^{th}$ May 2023 in collaboration with 217 NSS volunteers.

6. Google forms were created by IQAC for student satisfactory survey, student, teacher and employer feedbacks. Links were circulated and feedback is collected and analyzed.

7. a. The QAC approved polices- Green policy-2022, e-Waste management policy-2022 and Space technology policy-2022 were also approved in in Standing Committee meeting and in Academic senate and were uploaded in the website.

b. Committees were constituted for preparing Consultancy policy-2023, Research and Development policy-2023, and Information technology policy-2023of Osmania University. A sequence of meetings was conducted and the final draft of the policies is made ready.

8. Criteria-wise coordinators and members have been appointed. Meetings were conducted for the revision of AQAR-2018-19, AQAR 2029-20, and also reviewed the preparation of AQAR 2020-21 and AQAR 2021-22.

Coordinator
IQAC, OU

Director
IQAC, OU