



**The 49<sup>th</sup> Meeting of the  
IFHE Internal Quality Assurance Cell  
(IQAC)**

***Date & Time:***  
**07<sup>th</sup> November 2024 at 11:00 hours**

**Venue: IBS Main Conference Hall  
IFHE, Hyderabad**



## AGENDA ITEMS

Item	Description	To be Presented by	Page. No.s
<b>Part A: Statutory Items</b>			
49.01	Grant of Leave of Absence	Chair	1
49.02	Minutes of the 48 <sup>th</sup> IQAC Meeting	Chair	6 -12
49.03	Follow up Action of the Minutes of the 48 <sup>th</sup> IQAC Meeting	Chair	13-14
<b>Part B: Agenda</b>			
49.04	a) Review of Key Metrics b) Unnat Bharat Abhiyan Report c) Academic and Administrative Audit	Prof. Sindhuja	17-19
<b>Part C : Other Items</b>			
49.05	Any Other Information items	Chair	20
49.06	Date for the next meeting	Chair	21

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**Part –A**  
**Statutory Items**

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**Item 49.01**  
**Grant of Leave of Absence**

## Item 49.02

### **Minutes of the 48<sup>th</sup> IQAC Meeting held on 12<sup>th</sup> August 2024 at IBS Main Conference Hall, IFHE**

Minutes of the 48<sup>th</sup> IQAC Meeting of, The ICFAI Foundation for Higher Education (Deemed-to-be-University u/s. 3 of the UGC Act, 1956) held in Hybrid mode on 12<sup>th</sup> August 2024.

#### **The following members were present:**

1. Prof. (Dr. ) L S Ganesh - Chairman	21. Prof. Vikas Gautam
2. Prof. J Mahender Reddy	22. Prof. Narasimha Chary
3. Prof. Muddu Vinay	23. Prof. JSK Chakravarthy
4. Prof. Sashikala	24. Dr. K Pushpa
5. Col. S P Viswanath	25. Dr. Ravi Kumar
6. Prof. T S R K Rao	26. Dr. A Chandrasekhar
7. Prof. K S Venugopal Rao	27. Prof. Sindhuja P N – IQAC Coordinator
8. Prof. C S Shylajan	
9. Prof. Rajasekhara Raju	
10. Prof. Munawar Pasha	
11. Prof. Sanjay Fuloria	
12. Prof. C Padmavathi	
13. Prof. Radhamohan	
14. Prof. Y Pratap Reddy	
15. Prof. Mahesh Kumar Soma	
16. Prof. D Saravanan	
17. Prof. Sanjib Dutta	
18. Dr. Chetna Priyadarshini	
19. Dr. Nikhat Afshan	
20. Prof. Madhavi G	

Dr. L S Ganesh, Vice Chancellor, presided over the meeting and the following items of business were transacted:

<b>48.1</b>	<b>Grant of leave of absence, if any</b>
	Prof. S Vijayalakshmi, Prof. K L Narayana Prof. M Bhaskara Rao, Prof. Elizabeth

<b>48.2</b>	<b>Confirmation of the Minutes of the 47<sup>th</sup> meeting of the Internal Quality Assurance Cell</b>	
	The minutes of the 47 <sup>th</sup> meeting of the Internal Quality Assurance Cell were confirmed.	
<b>48.3</b>	<b>Follow up action on the Minutes of the 47<sup>th</sup> meeting of the Internal Quality Assurance Cell</b>	
	The follow up action on the Minutes of the 47 <sup>th</sup> meeting was reviewed. It was suggested to refer to the serial no. items in the minutes while reporting the follow up action items.	
<b>48.4</b>	<p>The following points were reported, deliberated and discussed:</p> <ol style="list-style-type: none"> <li>1) Vice Chancellor suggested to follow the practice of presenting 3 years data in a graphical format. It was also pointed out to provide an analytical narrative and inferences of the data presented.</li> <li>2) As part of IQAC initiatives, it was strongly suggested to commence the activities related to National Board of Accreditation (NBA). It was suggested to identify and nominate responsible persons to take over NBA documentation activities.</li> <li>3) While restating that IQAC should be the backbone of quality enforcement and maintenance for the institution, it was advised to form task force for IQAC by each constituent.</li> <li>4) While reviewing the minutes of the 47<sup>th</sup> meeting, the cell discussed and deliberated on the following items: <ol style="list-style-type: none"> <li>a) With reference to 47.4a, the Directors of each constituent were advised to revisit the indicators of Course Outcomes and Programme Outcomes and confirm them without any further delay. It was suggested to explore the possibility of identifying a software to automate the process of attainment of COs and POs.</li> <li>b) With reference to 47.4b to 47.4d, it was suggested to identify the common courses that are offered across the programs. These are courses with credits and are graded. For the common courses across the faculties, the same alphanumeric course codes may be used. It was clarified that value added courses are courses without credits and are not considered for calculation of minimum credit requirements. These courses can have a descriptive grade-satisfactory/unsatisfactory. Certificates will be issued at the completion of the value-added courses. Swayam and MOOC courses can be considered as value-added courses. In this context, it was reported that 976 students from ICFAI Tech had registered for 61 Swayam courses,</li> </ol> </li> </ol>	<p>IQAC in-charge at respective schools</p> <p>Dr. A Chandrasekhar – FST</p> <p>Dr. Ravikumar – FoL</p> <p>Dr. Subhendu Dutta – FoSS</p> <p>Dr. Nikita Manvi – SoA</p> <p>IBS – yet to assign</p> <p>in coordination with the Directors/Deans of respective schools</p>

	<p>involving 57 faculty members. Other constituents were suggested to report the status of registration to Swayam Courses.</p> <p>c) With reference to 47.4f, it was recommended to identify faculty members from peer institutions to provide feedback on the curriculum. Directors were advised to take up this responsibility.</p> <p>d) With reference to 47.4g, the cell noted a serious gap in the student-teacher ratio across the programmes. It is advised to hire more faculty members to maintain the ratio at 20:1.</p> <p>e) With reference to 47.4h, it was reported that the percentage of full time teachers with PhD has gone above 90%. We are at a satisfactory level.</p> <p>f) With reference to 47.4i, it is suggested to recalculate the average teaching experience of fulltime teachers by adding the previous work experience of each teacher.</p> <p>g) With reference to 47.4k, it was recommended to present the Standard Operating Procedures (SOPs) and the diagrammatic approach related to end-to-end automation of examination procedures.</p> <p>h) With reference to 47.4l, it was suggested to sanction seed money grant to the tune of Rs. 130 lakhs to meet the requirement.</p> <p>i) With reference to 47.4m, it was reported that PhD admissions will be conducted twice a year and a discussion to revise the PhD stipend should be initiated.</p> <p>j) With reference to 47.4n, it was suggested to provide the research projects data faculty-wise. To start with, we need to reach at least a level of one publication per faculty.</p> <p>k) With reference to 47.4o, it was suggested to upload the list of recognized PhD Guides for the University on the IFHE Website.</p> <p>l) With reference to 47.4 q and r, it was reported that Faculty members should mandatorily publish 2 journal articles in a year in Scopus/Wos/UGC Care listed journals. This resolution was passed in the 40<sup>th</sup> Academic Council. The cell noted that the current per capita publication is 1.85 (i.e., 633 articles in 2.5 years by 345 faculty members). The cell observed that this value should have been at least 5 in 2.5 years. Further, Books/Edited</p>	<p>Directors of all Schools</p> <p>Directors of all Schools</p> <p>IQAC</p> <p>Controller of Examinations</p> <p>Dean-Research</p> <p>Directors of all Schools</p> <p>Directors of all Schools</p> <p>Directors of all Schools</p> <p>Directors of all Schools</p>
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	<p>Books/Chapters in Books should be maintained above 2 per faculty per year to meet the target of 10 in 5 years. At present, the faculty members have published 40 Books/Edited Books/Chapters in Books as against a target of 700.</p> <p>m) With reference to 47.4s on e-content development, it was suggested to collaborate with faculty members of peer institutions/central universities to develop e-content for SWAYAM/MOOCs/e-patashala platforms.</p> <p>n) With reference to 47.4t, the cell appreciated the improvement in terms of quality and revenue generation from corporate training programs and observed that the target of 50 lakhs per year can be easily achieved. The cell appreciated the efforts of Dr. Radhmohan, Dean-MDP, for cracking the deal with IOCL, Maruti-Suzuki, Aurobindo Pharma, etc.</p> <p>o) With reference to 47.4u and v, the average H-index and citation index were reported as 18.5 and 4.78 respectively from Jan 2022-May 2024. The cell noted that these values are good and we need to sustain it to achieve the target-h-index<math>\geq</math>35 and citation index<math>\geq</math>10.</p> <p>p) With reference to 47.4w, it was suggested to actively organize activities with the industry/institution partners where MoUs are active and functional.</p> <p>q) With reference to 47.4x, it was reported that the RFID tags will be enabled in the library after installation of full-fledged library management software which may take around 6 months.</p> <p>r) With reference to 47.4y, the cell noted the periodic data of library footfall as presented (Apr 2023 to July 2024) below:</p>	<p>Directors of all Schools</p> <p>Information item</p> <p>Information item</p> <p>Directors of all Schools</p> <p>Dr. Pushpa, Librarian</p> <p>Dr. Pushpa, Librarian</p>
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	<p style="text-align: center;"><b>Library Footfalls and Knimbus Usage</b></p> <p>■ Physical Footfalls of IFHE Students (All Courses)  ■ Physical Footfalls of Faculty / Research Scholars  ■ Physical Footfalls of Students in the Library Ground Floor Reading Hall  ■ Knimbus Page Views &amp; Searches  ■ Knimbus Off Campus Access  ■ Total</p> <p>s) With reference to 47.4z, the cell suggested to present a quarterly status report of the activities planned under Unnat Bharat Abhiyan.</p> <p>t) With reference to 47.4aa and bb, the cell suggested to revisit the application process for an NCC unit as well as initiate the activities under NSS which was already approved for IFHE. It was also suggested to appoint a Sports Director to coordinate activities for NSO. It was reported that the application for recruiting the sports officer is pending with the central HR.</p> <p>u) With reference to 47.4cc, it was reported that the Academic Council has approved the attendance policy for students participating in national/international sports and cultural event. It was suggested to include the approved policy in the Annexure.</p> <p>v) The cell observed that IFHE does not have a Newsletter and initiate the process of developing a monthly/quarterly newsletter. It was reported that Turning Point was the official newsletter of IFHE which was in circulation during 2014-2016. Prof. Mahesh Soma was the Editor then. A new Editor was appointed in 2016. Screenshot is presented below:</p>	<p>Dr. Radhakrishna, UBA Coordinator</p> <p>Director, Administration</p> <p>Information item</p> <p>Prof. Mahesh Soma</p>
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	<div data-bbox="391 188 1121 790" data-label="Image"> </div> <p>w) With reference to 47.4ff, it was suggested that Dean-Research should initiate to release the notification for Post-Doctoral Fellowships.</p> <p>x) With reference to 47.4gg, the cell observed that the green/energy/environment audits are pending for the years 2022, 2023 &amp; 2024. The cell informed Director Administration to take up the necessary audit requirements on priority.</p> <p>y) In the third cycle of NAAC accreditation, Internships and PhD Program were presented as the two Best Practices. It was informed to identify another best practice in the place of PhD Program. MDPs was suggested an option to consider.</p> <p>z) Directors of all the constituents were suggested to capture the student progression data and report the status every quarter. It was noted that the requirement is among the UG graduands, 40% should go for higher studies every year.</p> <p>aa) It was suggested to develop a policy for re-evaluation. Controller of Examinations has to present the same in the next meeting.</p> <p>bb) While reviewing the new metrics of the Binary Accreditation Framework, the following observations were reported:</p> <ol style="list-style-type: none"> <li>1. It was suggested that Indian Knowledge System (IKS) needs to be given due importance and 10% reinforcement of IKS to be ensured in each and every</li> </ol>	<p>Dean, Research</p> <p>Director-Administration</p> <p>Directors of all schools</p> <p>Directors of all schools</p> <p>Controller of Examination</p> <p>Prof. G P Girish, IBS Bangalore</p>
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	<p>course. It was reported that Prof. G P Girish is conducting a ground-level study of IKS institutions.</p> <p>2. It was suggested to conduct language proficiency tests to cater to the student diversity and to support differential learning. It was reported that some of the activities to tackle the diversity aspects were covered during Deeksharambh.</p> <p>3. The cell highlighted the need for student counselors in the ratio of 1:100.</p> <p>4. It was suggested to conduct seminars on Value Education and organize more activities to inculcate values, ethics, morals, etc. among the students.</p> <p>5. It was suggested to prepare an Institutional Development Plan for 10 years and report the progress in the next meeting.</p> <p>6. It was reported that the current faculty-student ratio is 1:24.8. The cell recommended to hire faculty members to maintain the ratio at 1:19. It was suggested to report the programme-wise student-faculty ratio in the next meeting.</p> <p>7. While presenting the data on quality parameters, it was suggested to provide a narrative as well as report inferences from the data.</p>	<p>Directors of all schools</p> <p>Directors of all schools</p> <p>Directors of all schools</p> <p>Directors of all schools</p> <p>IQAC</p>
<b>48.5</b>	<b>Other Information Items</b>	
	-Nil-	
<b>48.6</b>	<b>Any Other Items</b>	
	-Nil-	
<b>48.7</b>	<b>Date for the next meeting</b>	
	It was agreed to conduct the 49 <sup>th</sup> meeting of the Internal Quality Assurance on 7 <sup>th</sup> November 2024	

The meeting concluded with a vote of thanks to the Chair.

**Prof. L S Ganesh**  
Vice Chancellor

### Item 49.03

#### Follow up Action on the Minutes of 48<sup>th</sup> Internal Quality Assurance Cell Meeting held on 12<sup>th</sup> August 2024

Sl. No.	Description	Responsibility	Action Taken
1.	48.4.a. Revisiting Programme Outcomes for all Programmes  Revisiting Course Outcomes for all Courses	IQAC in-charge at respective schools Dr. A Chandrasekhar – FST Dr. Ravikumar – FoL Dr. Subhendu Dutta – FoSS Dr. Nikita Manvi – SoA IBS – yet to assign in coordination with the Directors/Deans of respective schools	Work-in-progress
2.	48.4.d. Programme-wise Faculty Student Ratio	IQAC	Examined  1 : 28.19
3.	48.4.f. Report the revised average teaching experience of full time teachers	IQAC Coordinator in coordination with Director-CHRD & Director-Admin	Examined
4.	48.4.g. Standard Operating Procedures (SOPs) and the diagrammatic approach related to end-to-end automation of examination procedures.	Controller of Examination	Not yet received from the CoE
5.	48.4.k. List of recognized PhD Guides	Directors	To update
6.	48.4.h. Seed Money Grant for 2024-25	Dean – Research	20 projects approved amounting to 37.11/- lakhs during 2022-2024

Sl. No.	Description	Responsibility	Action Taken												
7.	48.4.v. IFHE Newsletter  Reviving the IFHE Newsletter-Turning Point	Prof. Mahesh Soma in coordination with the Directors of all schools for inputs.	Decided to relaunch the newsletter on a quarterly basis.  Turning Point  Editor – Prof. Mahesh Soma  <b>Editorial Team:</b> <table><tr><td>SoA</td><td>Prof.Sankha Subranath</td></tr><tr><td>FoSS</td><td>Prof.Aruna Kumar Dash</td></tr><tr><td>FST</td><td>Prof.Rashmi Sahay</td></tr><tr><td>FoL</td><td>Prof.Rupak Das</td></tr><tr><td>IBS-Hyd</td><td>Prof.Sindhu Ravindranath</td></tr><tr><td>IBS Bangalore</td><td>Prof.Chethana Krishna</td></tr></table>	SoA	Prof.Sankha Subranath	FoSS	Prof.Aruna Kumar Dash	FST	Prof.Rashmi Sahay	FoL	Prof.Rupak Das	IBS-Hyd	Prof.Sindhu Ravindranath	IBS Bangalore	Prof.Chethana Krishna
SoA	Prof.Sankha Subranath														
FoSS	Prof.Aruna Kumar Dash														
FST	Prof.Rashmi Sahay														
FoL	Prof.Rupak Das														
IBS-Hyd	Prof.Sindhu Ravindranath														
IBS Bangalore	Prof.Chethana Krishna														
8.	48.4.s. Unnat Bharat Abhiyan(UBA) Cell at IFHE  Quarterly status report to be submitted to the IQAC	Dr. Radhakrishna	<i>Submitted.</i>  <i>Refer Pg. No. 18 in the Agenda</i>												
9.	48.4.t. NSS/NCC/NSO – Follow up	NSO, NCC – Director-Admin  NSS – Registrar	NSO - Sports Coach is appointed for IFHE  NCC – no progress  NSS – First report on NSS activities to be submitted by 31 Jan 2025												
10.	48.4.aa. Policy on Re-evaluation	CoE	Not yet received from the CoE												

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## **Part - B**

### **Agenda**

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## Item 48.04

### Agenda and Discussion Items

#### 1. Review of Key Metrics

Metric	Metric Description	Target	Achieved so far
1.3.3	Percentage of Programmes that have components of field projects / research projects / internships during last five years	100%	100%
2.2.2	Student - Full time teacher ratio (Data for the latest completed academic year)	Less than 20:1	1:28.19
2.4.1	Average percentage of full time teachers appointed against the number of sanctioned posts year wise during the last five years	1:20	Gap is 100
3.3.2	Number of awards received for research/innovations by the institution/teachers/research scholars/students during the last five years	$\geq 30$	To be updated
3.6.2	Number of extension and outreach programs conducted by the institution through organized forums like NSS/NCC with involvement of community year wise during the last five years	100	To be gathered
3.7.1	Number of functional MoUs /linkage with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years	$\geq 40$	To be gathered
5.1.1	Percentage of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years	$\geq 60\%$	Achievable
5.2.1	Percentage of placement of outgoing students during the last five years	$\geq 70\%$	Data to be updated
5.2.2	Percentage of graduated students who have progressed to higher education year-wise during last five years	$\geq 40\%$	Data to be collected by SSD

5.3.1	Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national/international events (award for a team event should be counted as one) during the last five years	20 per year	Achievable
5.4.1	Alumni contribution during the last five years to the University through registered Alumni Association	>=100 lakhs	Huge gap
6.3.2	Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years	>=60%	Achievable
6.3.3	Percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)/ Management Development Programs (MDP) during the last five years	>=60%	To be gathered. Achievable
7.1.6	Quality audits on environment and energy	Yearly audit	Work in progress

## 2. Unnat Bharat Abhiyan – Quarterly Report – Aug-Oct 2024



### Unnat Bharat Abhiyan (UBA) Cell Quarterly Report

(August-October 2024)

#### UBA Cell- IFHE

UBA cell at IFHE was formed in the month of October, 2023. The cell consists of faculty members and student volunteers from all the schools of IFHE. Subsequently, IFHE has registered as a 'Participating Institution' under the UBA Program. In the due process, the institution has identified six villages in the proximity of 5 kilometres to undertake the activities aiming at fulfilling the objectives of UBA. The villages identified are; Donthanpalle,

Proddatoor, Tangutoor, Gopularam, Maharajpet, and Mokila. In line with the UBA objectives, the UBA cell at IFHE aims to foster sustainability and make efforts to solve the critical problems of the selected villages through required technical intervention. Organic farming, Water management, Artisan, Industries, Basic amenities, and Sustainable energy are the major thrust areas that UBA cell wishes to focus. An amount of Rs.50000 has been disbursed for conducting first level of activities. The UBA cell has exercised an action plan for the next three months. The proposed list of activities as per the action plan are as follows.

### **Proposed Action Plan**

This proposal outlines a structured approach to conducting village-level outreach programs under UBA, focusing on addressing specific community needs, promoting sustainable practices, and fostering inclusive development.

1. Village Adhiyaan: Reach out to the villagers and village administration
2. Conduct Household survey/ village survey in two villages at least
3. Identification of problems that need institutional intervention

The cell proposed to conduct the level 1 activities indulging in Village Adhiyaan starting from 29<sup>th</sup> October, 2024 to 29<sup>th</sup> November, 2024 across all the villages identified under the UBA initiative. These proposed activities include Awareness on Waste Management, Book Donation Campaign, Awareness on NEP 2020, Awareness on Hygiene and Sanitation.

### **Outreach Programs Organized:**

On 29<sup>th</sup> October, 'The Abhyasana'- Book Donation Program was successfully conducted on the premises of ZPHS, Maharajpet village, as part of level 1 activities planned by the UBA cell. In line with the objectives of UBA, IFHE organized this program in collaboration with local government bodies, and community volunteers to strengthen educational resources for the students of government school.

After the successful completion of the first level activities the UBA cell aims to work toward addressing the critical problems and prepare a village development plan in consultation with the local governments.

### **3. Academic and Administrative Audit (AAA)**

AAA format was circulated to all the Directors to ensure that we comply with the academic and administrative requirements.

**Item No. 49.05**

**Any other information items:**

**Item 49.06**

Date for next Meeting: 7<sup>th</sup> March 2025