



Meeting minutes

IQAC/M/2024-21

Agenda: SSR Review

Date & Time : 24/7/2024 ; 10 am

Location: Research lab, D1

- Attendees: Dr. Gabriel Simon Thattil, Dr.Kaushik Mukherjee, Dr.Nirmala Rachel James, Dr Chris Prema, Dr.Sheeba Rani J, Dr. V. Sennaraj, Smt. K. R. Bindya, Dr. Subrahmanian Moosath K.S, Dr. Lekshmi V. Nair, Dr. Gomathi N, Dr. Shaijumon C.S, Dr Deepak T.G, Dr. Sam Noble,

- The second external review of SSR report completed.
- Prof. Simon complement the report has improved a lot still requires some more improvements in all criteria. The suggestions and recommendations are given below.

Executive summary

- Strength, weakness need to be rewritten.
- Chairs instituted by the university-need to verify.

Criteria 1

1.1.1:

- Local context need to be added; specify courses relevant to local context
- In last paragraph change papers to courses
- No need to add evaluation process, instead can include - Continuous evaluation
- Action taken report of feedback from stake holders while mapping CO-PO.

1.1.2

- Instead " B.Tech in Programme of Aerospace and Avionics" remove like and specify course name.
- More UC, PG courses related to employability need to be added.
- Quantify the no: of students absorbed by ISRO in every year can be include and highlighted.

1.3.1

- Courses connected to SDG & NEP need to be specify.
- Example: Specify the courses related to satellite communication and those spatial data are used for the development of society in terms of agriculture, health, education, hospitality etc.
- Change Research methodology in terms of research ethics.
- The course Introduction to economics can be modified like as part of this course we are discussing poverty, gender, human values etc.
- Similar programme name and relevance to SDG and NEP should mentioned.

1.3.2

- Syllabus need to ne uploaded as public disclosure.

Criteria 2

2.1.1

•Public disclosure should be given in website:- data template

2.1.2

•Public disclosure should be given in website:- data template

2.2.1

•Revise the order: First slow learners and then advanced learners, also other who specialize to space science can be included.

2.3.1

•Classify under each heading, such as Experiential Learning, Participative Learning, Problem solving.

•Last paragraph can be removed.

•Include all online measure used by teachers such as TEAMS, MATLAB, LMS, Astronomical laboratory, Advanced tools and software.

2.3.2

•Include buddy -mentoring system.

•Mention that mentoring system is not only in first year it is continuing throughout the all years.

•Change the No: of days where mentors meet students as once in a while.

•Include Councilor log book as additional document.

2.4.1

•Verify sanctioned post of faculty.

2.6.1

•Rearrange the write-up- Last paragraph should come first.

•Co-Po mapping of all department should be mentioned; how mapping is done and how it is attaining should clearly mentioned.

Criteria 3

3.1.1

•Include the following points in the write-up

oUpdating IIST's research policy based on AICTE's research support.

oUpdate research facilities.

oSeed money for faculty to encourage research.

•Avoid duplication of words

3.1.3

•Verify- faculty who went for outside talk.

3.3.1

•Check the number of patents filed.

•Patent filing and maintenance fee should be included.

•Publication grant as supporting document.

3.4.2

•Check the number of patents filed.

3.6.1

•Prioritize Nirman ahead of IIST@schools

•Quantify the number of school participated in IIST@schools

•Modify it by different subtitle with 4 different cases and its impact

•Faculty members participating in seminars/conferences/workshops or as key note speakers cannot be included as outreach.

3.6.2

•No of MoUs should be the same throughout the report.

Criteria 4

4.1.1

- Mention total building area.
- Sub classify a, b, c in the write-up
- ICT facility should be modified
- All ICT facilities should come together. Pls Rearrange
- Include all facilities such as recreation facility, yoga centre
- SSPACE facility should be highlighted.

4.1.2

- Students and teachers separate library usage statistics should include in write-up

4.3.1

- Start with IT policy with link

4.3.2

- Check the ratio change ; query need to send to NAAC.

4.3.3

- Geotagged photos
- Swayamprabha room can be used for content generation
- Change title of geology lab to museum.
- Change other facilities at IIST to common facility at IIST.
- SSPACE and ground station should be included in central facility.

4.4.2

- Maintenance from CMD can include man power structure include how many number of engineers etc.
- Points to be included: AMC, Security.
- BoM, governing committee paragraph can be removed.
- Format write-up paragraph wise.

Criteria 5

5.2.1 and 5.2.2 -query need to send to NAAC related to percentage calculation.

•5.2.1 and 5.2.2 together coming to above 100. So students who have got placed must have gone for higher studies as well-check

5.3.1

- Can Include Dhanak as interuniversity cultural event.

5.3.2

- SAB student representation should mention and highlighted.
- How this leads to policy decision also needs to be mentioned.

5.4.1

- Change the figure in terms of lakhs

5.4.2

- Start the write-up with Alumni association registered
- Mention specific events and quantify the events conducted by Alumni.

Criteria 6

6.1.1

- Institutional governance body should come first
- Then the perspective planning –NEP pillars
- Include flexibility –ABC, Dual degree and lifelong learning.
- Perspective planning includes

oshort term (there decentralization should come: suggestions from student representatives should discussed in BoS then it is approved in academic council (bottom to top approach))

olong term(10 year plan, road map in research, academic and infrastructure)

- Future plan is missing in the write-up

6.2.1

- Based on implementation certain policies are made into action.
- Rewrite the write-up.

6.3.2

- For professional update allowance; November 30,2007 office order should be produced as proof.

6.4.3

- Budget/Finance committee minutes- supporting document.

6.5.1

- Best practice of IQAC - Rewrite.
- IQAC cannot increase the seat reservation. Only provision is to give support.
- Rewrite those points as “the following are implemented as the outcome of IQAC meetings and its support”
 - o ABC implementation
 - o Feedback analysis from stakeholders,
 - o NBA initiated by IQAC discussion.
 - o All audits such as academic audit green audit and energy are implemented by the support of IQAC.
- Mention the NAAC workshop happened on 27/3/2023 initiated by IQAC. Also NBA, NIRF, NEP workshops.
- IQAC initiatives for Outreach.
- Making collaboration for research (National and International), patents.

6.5.3

- Tabulate recommendation and its implementation.
- Check the number of MoUs.

Criteria 7

7.1.1

- Gender studies as part of curriculum is missing
- Remove CCTV
- Give the link of ICC

7.1.3

- Under e-waste scrapping should be mentioned.
- Under Hazardous chemical waste management- mention we have in connection with an external agent for chemical waste disposal.
- Disposal of scrap need to be mentioned and document to be uploaded.

7.1.5

- Certificate such as One tree from AICTE, Green certificate from Haritha Kerala mission should be mentioned in the descriptive part.

7.1.7

- Quantify the number of wheelchair as 2.
- Include the points such as ramps in all buildings, lifts, special toilets. Whether the differentially abled have supported by audio, video software.

7.1.8

- Rewrite; avoid repetition of content. Student percentage from other states-check.
- EWS category should be shown in student list.

7.2.1

- Best practice 1- Impact/Application area should be clearly mentioned
- Best practice-2- Unique internship in IIST specify to national (ISRO) and international
- 50% of students should be removed from last paragraph.
- Bullets need to be corrected.

7.3.1

- Rewrite; avoid repetition of content.
- Start with
 - o The institution is focusing on space science only kind of institution in asia.
 - o Begin with the Legacy of the institution, mentioning Dr. APJ Abdul Kalam.

Verified by:

Associate Co-ordinator (IQAC)

डॉ. अनिल कुमार सी. वी./Dr. Anil Kumar C. V.
आचार्य एवं अध्यक्ष/Professor & Head
गणित विभाग / Department of Mathematics
भारतीय अंतरिक्ष विज्ञान एवं प्रौद्योगिकी संस्थान
Indian Institute of Space Science and Technology
अंतरिक्ष विभाग, भारत सरकार/Dept. of Space, Govt. of India
तिरुवनंतपुरम / Thiruvananthapuram - 695 547

Approved by:

Co-ordinator (IQAC)

प्रोफ. कुरुविला जोसेफ
Prof. Kuruvilla Joseph
कुलसचिव, आईआईएसटी
Registrar, IIST

Chairman (IQAC)

डॉ. उष्णिकृष्णन नायर एस
Dr. Unnikrishnan Nair S
निदेशक, आईआईएसटी
Director, IIST