VELS INSTITUTE OF SCIENCE, TECHNOLOGY & ADVANCED STUDIES (VISTAS)

UNIVERSITY ETHICAL COMMITTEE (NON-RESEARCH)

MINUTES OF THE SECOND MEETING

Meeting No.: UEC/02/2025-26
Academic Year: 2025–2026

Date

20 August 2025

Time

11.00 A.M.

Venue

Ratan Tata Block

Chairperson

Member Secretary

Members Present

The Chairperson welcomed all members to the Second Meeting of the University Ethical Committee (Non-Research). The quorum being present, the meeting commenced. The Member Secretary presented the Action Taken Report (ATR) of the First Meeting and informed the Committee that the Annual Ethics Action Plan had been circulated to all Schools and Departments and that implementation had commenced.

Agenda

1. Confirmation of the Minutes of the First Meeting.
2. Review of the Action Taken Report (ATR).
3. Review of Faculty Capacity Building initiatives through Faculty Development Programmes (FDPs) and Faculty Improvement Programmes (FIPs).
4. Promotion of Teaching Excellence through Outcome-Based Education (OBE), Digital Pedagogy, and Innovative Teaching Methods.
5. Strengthening Academic Leadership, Faculty Mentoring, and Professional Development.
6. Review of Faculty Performance Indicators and Continuous Professional Development.

7. Strategies to improve institutional performance under **NAAC**, **NIRF**, **IQAC**, **QS World University Rankings**, and international quality benchmarks.
8. Any other matter with the permission of the Chair.

Proceedings of the Meeting

The Chairperson emphasized that faculty members are the University's most valuable academic resource and that continuous professional development is essential for achieving excellence in teaching, innovation, and institutional governance. Members agreed that faculty capacity building directly contributes to student success, accreditation outcomes, and global institutional reputation.

The Committee reviewed the Faculty Development Programmes (FDPs) conducted during the first quarter of the academic year. Reports indicated active participation of faculty members in workshops, seminars, webinars, orientation programmes, refresher courses, and international conferences. Members appreciated the increasing use of learner-centric teaching methodologies, blended learning approaches, digital learning platforms, and competency-based education.

The Faculty Improvement Programme (FIP) initiatives were reviewed, including support for doctoral studies, post-doctoral research, professional certifications, international faculty exchange, interdisciplinary collaboration, and advanced training programmes. The Committee encouraged departments to identify faculty members for higher studies, industrial training, and national and international academic collaborations.

The Committee discussed with the Members about the importance of originality, responsibility, ethical authorship, avoidance of plagiarism, proper citation practices, and compliance with institutional and regulatory guidelines. It was resolved that awareness programmes on publication ethics, intellectual property rights, patents, copyrights, technology transfer, and data management should be conducted periodically.

The Committee reviewed initiatives aimed at improving Teaching Excellence through Outcome-Based Education (OBE), curriculum innovation, experiential learning, project-based learning, simulation-based education, digital assessment tools, and Artificial Intelligence-assisted teaching. Faculty members were encouraged to integrate innovative instructional practices while maintaining academic integrity and learner engagement.

The Chairperson highlighted the importance of Academic Leadership and Faculty Mentoring in developing future academic administrators and institutional leaders. Members recommended establishing structured faculty mentoring systems, peer observation of teaching, academic leadership workshops, and performance review mechanisms to encourage continuous professional growth.

The Committee reviewed faculty performance indicators such as publications in indexed journals, patents, consultancy assignments, book publications, conference presentations,

student mentoring, and participation in professional bodies. Members emphasized that continuous monitoring and recognition of faculty achievements would motivate excellence and improve institutional performance.

The Committee also deliberated on strategies to strengthen institutional standing under **NAAC Accreditation**, **NIRF Ranking**, **IQAC**, and **QS World University Rankings**. It was recommended that departments focus on improving faculty qualifications, international collaborations, innovation, industry engagement, graduate outcomes, and academic reputation through evidence-based planning and systematic documentation.

Resolutions Passed

The Committee unanimously resolved to:

1. Strengthen Faculty Development Programmes (FDPs) and Faculty Improvement Programmes (FIPs) across all Schools and Departments.
2. Promote innovative teaching methodologies aligned with Outcome-Based Education (OBE) and digital transformation.
3. Strengthen Academic Leadership and Faculty Mentoring programmes for professional growth.
4. Develop a structured Faculty Performance Monitoring System with periodic review and recognition of achievements.
5. Maintain comprehensive documentation of faculty development, and professional development activities.
6. Align all faculty capacity-building initiatives with **NAAC**, **NIRF**, **IQAC**, **QS World University Rankings**, and international quality standards.

Action Points

Sl. No.	**Action Item**	**Responsibility**	**Timeline**
1	Prepare annual Faculty Development and Faculty Improvement Programme calendar	IQAC & Academic Affairs	September 2025
2	Organize workshops on Academic Writing	Heads of Schools	Every Semester
3	Conduct Teaching Excellence and OBE training programmes	IQAC	Quarterly
4	Strengthen Faculty Mentoring and Academic Leadership initiatives	Heads of Schools	Continuous

Sl. No.	Action Item	Responsibility	Timeline
5	Monitor faculty performance indicators	IQAC	Quarterly
6	Submit faculty development	Heads of Departments	Every Semester

Expected Outcomes

The Committee expects the following outcomes:

- Improved faculty competency in teaching, innovation, and academic leadership.
- Increased participation in FDPs, FIPs, international training programmes, and professional certification courses.
- Greater adoption of innovative teaching methodologies, digital pedagogy, and Outcome-Based Education.
- Strengthened faculty leadership and mentoring culture across the University.
- Improved institutional performance under **NAAC**, **NIRF**, **IQAC**, **QS World University Rankings**, and other global quality frameworks.
- Continuous improvement in academic excellence, institutional reputation, and stakeholder satisfaction.

Conclusion

The Chairperson appreciated the active participation and constructive suggestions offered by all members. The Committee reaffirmed its commitment to strengthening faculty capacity, promoting ethical academic practices, enhancing teaching excellence, through systematic professional development and continuous institutional improvement.

The meeting concluded with a vote of thanks proposed by the Member Secretary.

Prepared by

Member Secretary

Reviewed and Approved by

Chairperson

Date: 20 August 2025