

Date: 25/04/2025

RU/AHD/PO-IQAC/2024-25/017

MINUTES OF MEETING

 The 13th IQAC Meeting of all the IQAC Members was called by Dr. Yashesh Darji, Coordinator, IQAC on 25th April 2025, from 02:30 pm to 4:30 pm in the Board Room.

Members Present:

Sr. No.	Name with Designation	Status in Meeting
		Chairperson
1.	Prof. (Dr.) Anil Tomar	Member
2.	Prof. (Dr.) D. K. Saxena, Registrar	Member
3.	Mr. Veerendra Singh Nagoria – I/C COE	Member
4.	Dr. Rajesh Yadav, Assistant Director, Physical Education and Sports	Member
5.	Mr. Sanjeev Bhardwaj, Senior Manager, Admin	Member
6.	Dr. Deepak Krishna Vyas, Assistant Director, CRI & I/C TPO	Member
7.	Dr. Sailesh Iyer, Dean, RSE	Member
8.	Dr. P. P Patel, Dean, RSA	Member
9.	Dr. Kiran Kumar Aggarwal, Dean, RSMS	Member
10.	Dr. Sanjesh Rathi, Principal, SOP	Member
11.	Dr. Ausaf Ahmad Malik - Principal, SOL	Member
12.	Dr. Pradeep Kumar Singh – I/C Dean. RSS	Members (student)
13.	Mr. Jagdeep Mohanty (RSE), Mr. Amit Borisa (SOL), Ms. Riya Gohil (RSS), Ms. Shital Rautaray (SOP), Mr. Parth Gondaliya (RSMS)	
14.	Mr. Dhwanesh Patel - Alumini	Member
15.	Ms. Khusboo Rajput - Alumini	Member
16.	Dr. Shital Thacker - Co-coordinator, IQAC	Member
17.	Mr. Dhruv Trivedi - Co-coordinator, IQAC	Member
18.	Ms. Varsha Soni - Co-coordinator, IQAC	Member
19.	Mr. Yashesh Darji – Coordinator, IQAC	Member Secretary

Members not present:

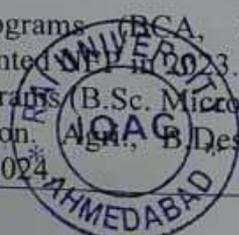
Sr. No.	Name with Designation	Status in Meeting
20.	Dr. G. G. Sastri, Dean Academics	Member
21.	Prof. Lalit Adhikari, Director, Admissions and Outreach	Member
22.	Dr. Vipul Banker, Librarian	Member
23.	Mr. Dinkar Kumawat - I/C Dean, RSD	Member
24.	Ms. Reenaben Trivedi - Parent	Member
25.	Mr. Priyank Nahar – Industrialist	Member



The proceedings began with a welcome to the chairman and members for the 13th IQAC meeting. The member secretary read the agenda and presented it on the table. The details of each agenda item, along with the resolutions, are as follows:

Sr. No	Agenda	Discussion and Resolution	Responsibility Center
1.	Compliance of the 12 th IQAC Meeting held on 25 th November 2024.	<p>Discussion: The action taken report (ATR) on the resolutions of the 12th IQAC meeting was presented. All major resolutions were found to be satisfactorily implemented</p> <p>Resolution: The committee approved the ATR and appreciated the timely execution of most recommendations.</p>	IQAC
2.	Re-Constitution of DQAC Committee.	<p>Discussion: Need for reconstitution was discussed based on faculty turnover and the expansion of academic programs. Updated DQAC structures for each department were presented.</p> <p>Resolution: The IQAC approved the re-constituted DQAC committees with immediate effect.</p>	IQAC
3.	Report on Odd Semester Audits. <input type="checkbox"/> Question paper <input type="checkbox"/> Result Analysis <input type="checkbox"/> Course File. <input type="checkbox"/> Feedback analysis and ATR	<p>Discussion: The audit reports for the odd semester were reviewed in detail, covering:</p> <ul style="list-style-type: none"> • Question Papers: Verified for moderation, Bloom's taxonomy alignment, and course outcome mapping. • Result Analysis: Department-wise analysis was conducted, highlighting performance trends and action plans. • Course Files: Submission status across all departments was reviewed. All course files were found to be complete and in compliance with the academic audit checklist. • Feedback Analysis and ATRs: <ul style="list-style-type: none"> ○ Student Satisfaction Survey (SSS): Feedback collected as per NAAC format; major indicators were rated positively. ○ Course Feedback: Received from all schools; strengths and improvement areas were documented. ○ Curriculum Feedback: Data was collected and analyzed, indicating overall satisfaction from stakeholders. <p>The complete report was shared with all Deans on 24/12/2024, and compliance confirmations were received from all departments within the stipulated timeframe.</p> <p>Resolution: IQAC appreciated the timely submission and department-wise compliance.</p>	IQAC
4.	CO – PO Attainments Outcome and Action	<p>Discussion: Attainment reports were received from selected schools (SOP, RSS, RSE, RSMS). Majority of the outcomes were satisfactorily achieved.</p>	All Deans/ Principals

	odd Semester A.Y 2024-25Pre	Resolution: All remaining schools must submit attainment reports in soft and hard copies	
5.	Pre- Semester Audit Even semester A.Y 2024-25.	<p>Discussion: The pre-semester academic audit for the even semester was successfully conducted in three structured phases:</p> <ul style="list-style-type: none"> • Phase 1: Held on 21/12/2024 for continuing semesters. <ul style="list-style-type: none"> ○ Compliance reports received in the second week of January 2025. ○ Re-audit conducted in the third week of January. ○ Closure report submitted on 23/01/2025. • Phase 2: Held on 25/01/2025 for first-year students of RSE, RSMS, SOL, RSS, and RSD. <ul style="list-style-type: none"> ○ Compliance reports submitted in the last week of January 2025. ○ Re-audit completed in the first week of February. ○ Closure report submitted on 06/02/2025. • Phase 3: Held on 01/03/2025 for first-year students of SOP and RSA. <ul style="list-style-type: none"> ○ Compliance reports received in the second week of March 2025. ○ Re-audit conducted in the third week of March. ○ Closure report submitted on 12/03/2025. <p>All departments adhered to timelines and submitted required documentation. Additionally, the Registrar recommended preparing a consolidated Pre-Semester Audit Report covering all three phases for a holistic institutional record and submission to relevant authorities.</p> <p>Resolution: IQAC acknowledged the effective implementation of the phased audit and resolved that:</p> <ul style="list-style-type: none"> • A consolidated pre-semester audit report shall be compiled and submitted to the Registrar's office. 	IQAC
6.	Mapping of Program Outcomes and SDG	<p>Discussion: A proposal to mandate SDG alignment in all academic reports and activities was presented.</p> <p>Resolution: Approved unanimously. Implementation will begin from the next academic cycle with SDG codes referenced in academic files and event files, as well as SLO.</p>	All the Deans/ Principals/ Heads and Event Coordinators
7.	Statues of NEP implementation.	<p>Discussion:</p> <ul style="list-style-type: none"> • UG Programs (BCA, BBA, B.Sc. IT) implemented in 2023. • UG Programs (B.Sc. Micro., B.Sc. Chemistry, B.Sc. Hon. Alg., B.Design) implemented NEP in 2024. 	All the Deans/ Principals



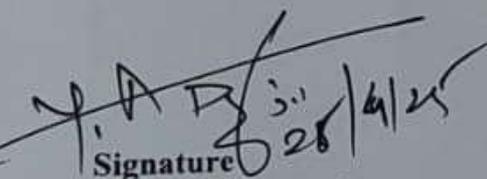
		<ul style="list-style-type: none"> PG Programs (M.Sc. Micro, M.Sc. Chemistry) started in 2024–25. Resolution: IQAC advised schools to document evidence of NEP compliance	
8.	Participation in various Accreditation, Ranking and Rating.	Discussion: The university's active participation in national accreditation and ranking frameworks was reviewed. IQAC emphasized the importance of accurate and timely data submissions to enhance institutional visibility and benchmarking. The following updates were noted: <ul style="list-style-type: none"> NIRF Submission Date: 14/02/2025 Submitted in three categories: <i>Overall, Engineering, and Management.</i> GSIRF Submission Date: 20/01/2025 University achieved a 3-star rating. AISHE Submission Date: 19/02/2025 Submitted for the Academic Year 2023–24. The committee noted challenges in collecting and validating data across departments during the reporting process.	IQAC
9.	UGC HEI Eligibility Grading based on Implementation of NEP 2020	Discussion: The institution currently has 24 out of 49 points (48.98%). The target is to reach 75% compliance. Resolution: IQAC resolved to form a compliance task force to address gaps and improve the HEI grading score before the next evaluation.	IQAC
10	Initiatives and activities for quality improvement. Sponsored Two-Day Workshop on SDG	Discussion: Proposal for a two-day SDG Workshop was discussed with objectives focusing on interdisciplinary awareness and faculty-student engagement. Resolution: Approved for submission to GUJCOST. IQAC will oversee event planning and post-workshop reporting.	IQAC
11	External Academic & Administrative Audit (A.Y. 2023-24).	Discussion: External Academic & Administrative Audit conducted on 24/12/2024 and the report and ATR discussed in Sp. MOM dated on 28/12/2024 RU/AHD/PO-IQAC/2024-25/011 Resolution: The Responsible Centre will work as per ATR	IQAC
12	Commencement of a new Programme from the A.Y. 2025-26.	Discussion: The IQAC noted that the following new programmes and intake revisions have already been approved by the respective Board of Studies (BoS), Academic Council (AC), and Board of Management (BoM) for commencement from the Academic Year 2025–26: New Programmes Introduced: <ul style="list-style-type: none"> B.A. Hons. (Psychology) 30 BPES 30 MPES 30 Intake Increased:	IQAC



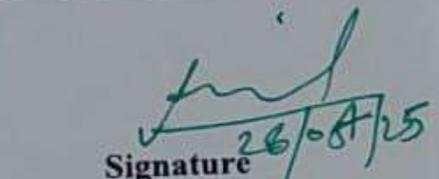
		Programme Name	Previous Intake	Revised Intake	
		B.Tech – CSE	120	240	
		Resolution: IQAC formally acknowledged the introduction of the new programmes and the approved intake enhancement. The committee emphasized ensuring readiness in terms of faculty, infrastructure, and academic planning for smooth execution in A.Y. 2025–26.			
13	Annual Activity Planning of A.Y. 2025-26.	Discussion: Review of the previous planner indicated logistical challenges. The decision was made to discontinue centralized planning. Resolution: Departments will independently schedule the same in the Academic Calendar.			IQAC
14	Amendment in Quality Policy 4.0.	Discussion: 23 annexures were shared; feedback was received from only 10 members. The chair suggested collecting feedback once again for the same. Resolution: IQAC will collect the feedback again and will discuss the amendments in the next IQAC Meeting.			IQAC
15	Revised Feedback Performa (Curriculum and Course).	Discussion: A proposal was submitted to revise the Curriculum Feedback Form to a standardized 1 to 5 Likert Scale format, in line with NAAC DVV guidelines. The change aims to improve transparency, consistency, and data-driven curriculum enhancement. Resolution: IQAC accepted the proposal in principle. It was resolved that the amended feedback format will be finalized and implemented before the next IQAC meeting.			IQAC
16	UGC UTSHA Implementation and Appointment of Nodal Office	Discussion: The committee was informed that as per UGC's UTSAH initiative, various compliance updates are to be maintained on the UTSAH portal. The Chair of the meeting, the Registrar , has already been designated as the Nodal Officer for UTSAH implementation. Resolution: The Registrar's Office will regularly update the UTSAH portal as per UGC guidelines.			Registrar office
17	Other Agenda: Discussion on New Teaching Pedagogies for the Upcoming Semester	Discussion: IQAC discussed the introduction of innovative teaching pedagogies for the upcoming semester. It was decided that during the pre-semester audit , faculty course presentations will be reviewed to assess the implementation of new pedagogical approaches. Resolution: IQAC resolved to review and document the adoption of new teaching pedagogies during the pre-semester audit. Faculty members are encouraged to integrate at least one innovative method in their course delivery.			IQAC



		<p>After detailed deliberation, it was agreed that while CO and BL mapping is important for attainment analysis, displaying them directly on student papers could cause confusion.</p> <p>It was decided that a separate table containing the Question Number, its corresponding CO and BL mapping, will be prepared and included only in the examination department copy for mapping and attainment purposes. The student's copy of the question paper will not display CO and BL information.</p> <p>Resolution: IQAC resolved that:</p> <ul style="list-style-type: none">• For the upcoming examinations starting from 1st May 2025, the Examination Department will remove the CO and BL columns from the student copy of the question paper.• The COE Office will design a new question paper format where a separate mapping table (Question Number – CO – BL) will be attached internally for attainment calculation.• The new format will be implemented from the next examination cycle onwards.	
<p>The meeting concluded with thanks to the members for attending the meeting and sharing their valuable inputs</p>			


Signature
Dr. Yashesh Darji
Coordinator - IQAC




Signature
Prof. (Dr.) Anil Tomar
Provost

- Copy to:
1. Provost Office
 2. Registrar Office
 3. All Deans, Principals and Heads