

# Sant Gadge Baba Amravati University, Amravati

## Internal Quality Assurance Cell

Minutes of the meeting of the I.Q.A.C. Committee held on Wednesday, the 04<sup>th</sup> September, 2019 at 3.00 p.m. in I.Q.A.C. meeting hall of the Sant Gadge Baba Amravati University, Amravati.

Following persons were present for the meeting.

1.	Dr. Murlidhar Chandekar, Hon'ble Vice Chancellor	Chairman
2.	Dr. Tushar Deshmukh, Registrar	Member
3.	Dr. S.D. Katore	Member
4.	Dr. G.L. Gulhane	Member
5.	Dr. Prashant Thakare	Member
6.	Dr. Swati Sherekar	Member
7.	Dr. Mohan Kherde	Invitee
8.	Dr. Dinesh Satange	Invitee
9.	Dr. S.F.R. Khadri, Director, I.Q.A.C.	Secretary

At the outset, the Member Secretary welcomed the Hon'ble Chairman and members present in the meeting and requested the Hon'ble Chairman to commence the business of the meeting of I.Q.A.C. The Hon'ble Chairman also welcomed members.

The committee granted leave of absence to Hon'ble Dr. R.S. Jaipurkar, Dr. V.S. Sapkal, Dr. J.A. Tidke and Dr. Manisha Kale on their request.

### Item No. 1

Confirmation of minutes of the meeting of I.Q.A.C. held on 14<sup>th</sup> September, 2018.

Confirmed the minutes of the meeting of I.Q.A.C. Committee held on dated 14<sup>th</sup> September, 2018.

### Item No. 2

To review the action taken report (ATR) received as per the minutes of the IQAC for taking necessary follow up action.

The committee has reviewed the Action Taken Report as per the minutes of the IQAC and suggested the follow up action accordingly

### Item No. 3

To review the progress regarding the API 2017-18 and AQAR 2017-18 & AQAR 2018-19.

The committee has reviewed the progress regarding the API 2017-18 and AQAR 2017-18 & AQAR 2018-19 and recommended the following

- The Committee resolves to send letter to those who have not submitted API 2017-18 even after 15 reminders mentioning that the API will be linked with Confidential Report (CR) and they should submit the API along with Self Appraisal Report for 2017-18 for necessary review of the University and the same information be sent to the Registrar for needful action.
- The Committee reviewed the progress regarding the AQAR 2017-18 and AQAR 2018-19 and directed Dr. P.V. Thakare to complete the module in consultation with DotCom and circulate to the Departments and Sections for online submission of the data regarding AQAR 2017-18, 2018-19 as early as possible. The Director, IQAC will inform the progress made in this regard to the Hon'ble Vice Chancellor on 15<sup>th</sup> October, 2019.

#### **Item No. 4**

To review the minutes of the NIRF sub-committee constituted by IQAC for improving the NIRF ranking of the University and suggest suitable plan of action.

The committee has reviewed the minutes of NIRF sub-committee constituted by IQAC for improving the NIRF ranking of the University and suggested the following plan of action.

- The committee has resolved to recommend to the Management Council for constituting committee for the preparation of scheme containing guidelines and application proforma for granting Minor Research Project to the teachers of the University as per the Senate decision.
- Director, Innovation, Incubation and Linkages will be asked to activate the IPR Cell by organizing necessary workshops, programs for providing guidance and also encouraging the teachers for the filing, publishing and awarding the patents and also submitting the Action Taken Report (ATR) to IQAC.
- Constituted a committee under the Chairmanship of Dr. P.V. Thakare (Biotechnology) along with Dr. Swati Sherekar (Computer Science), Dr. D.Y. Chacharkar (MBA), Dr. G.L. Gulhane (Education) and Dr. A.B. Naik (Chemical Technology) as members of the committee for preparing action plan regarding the guidelines to attract foreign students in to various programs and also simplifying the equivalence guidelines regarding the eligibility of foreign students, to propose required International Hostel for the accommodation of foreign students, and also to prepare guidelines for attracting students from other states. The committee will submit the action taken report to IQAC accordingly as early as possible.

#### **Item No. 5**

To review the progress made by various Criteria-wise committees regarding the preparation for the forthcoming NAAC Accreditation process with timeline framework.

The committee has reviewed the progress made by various criteria-wise committees regarding the preparation for the forthcoming NAAC Accreditation process with timeline framework and recommended the following action plan

- A letter be send to the Deputy Registrar (Academic Section) to call an emergent BOS meeting of all the faculties as early as possible and include an item in the agenda of the meeting for the revision of syllabi and preparation of Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) for all the programs offered by the University on top propriety basis as per the guidelines of NAAC, Bangalore. The academic section shall complete the above activity as early as possible with specific time frame work so that the same be implemented in the forth coming academic session 2019-20.
- A letter will be send to Registrar to direct the concerned for providing minutes of meeting of various Authorities of University and other committees such Senate, Management Council, Academic Council, Faculty, Board of Studies, Board of Deans, Board of Examinations, Students Grievance Committee, Ragging Committee, Gender Sensitisation Committee, Environmental Award Committee, etc. to the Director, IQAC regularly in the future along with the previous minutes from 2015-16 onwards till date for necessary record to be provided to the NAAC.
- A meeting of the various Steering Committee Members along with their Sub Committee Members be called on 18<sup>th</sup> September, 2019 at 3.00 p.m. in the Senate Hall where in the Dr. Tushar Deshmukh, Registrar will provide guidance regarding the how to collect and fill the information related to NAAC in the Google Forms. The IQAC will send letters to the Steering Committee members accordingly and the concerned conveners of each Criteria will call a meeting of their Key Indicator committees members regarding the progress made in collecting the NAAC related information and also the conveners will

extend the invitation to their sub-committee members to remain present in the above meeting without fail so as to make above program a grand success.

- The Committee recommended to invite all the Steering Committee Members of various NAAC Criteria to the IQAC Meetings in the future up till the NAAC PEER Team visit so as to present the progress made by their committee along with the action plan.

Meeting ended with a vote of thanks to the Chair and committee members for their active participation.

**Sd/-**  
**(Dr. Murlidhar Chandekar)**  
Vice Chancellor / Chairman

**Sd/-**  
**(Dr.S.F.R. Khadri)**  
Secretary