


Internal Quality Assurance Cell
Sardar Patel University, Vallabh Vidyanagar, Gujarat
Action taken Report – 2019-20

Sr No	Date of Meeting	Agenda	Action Taken
1	11.04.2019	<ol style="list-style-type: none"> To discuss the new format of AQAR To provide information of the departments for the years 2016-17, 2017-18, 2018-19 as per the new AQAR format Effective functioning of DIQAC 	<ol style="list-style-type: none"> At the outset Prof. A. H. Hasmani, Co-ordinator, IQAC, welcomed the Heads of the Departments & Section Heads and appraised them about the agenda of meeting. Dr. (Mrs.) Jyoti Tiwari discussed about the urgent need of uploading the data of AQAR for the year 2016-17 & 2017-18 online. She also discussed about the changed format of new AQAR. Prof. Haresh Kaharia presented entire format of AQAR in detail and requested the concerned to provide the information to IQAC. In the end Prof. Shirish Kulkarni requested the Heads of the Departments and Section Heads to provide the information of IQAC by 25" April, 2019. Each department/Section was asked to depute one member for preparing AQAR. The names were received a meeting of the concerned persons will be called soon.
2	25.04.2019	To discuss the activities carried out till date and to plan future activities.	The team also suggested to brief Honorable Vice-Chancellor regarding activities after the second meeting .
3	25.04.2019	To discuss the functions of U&II Cell, the activities carried out till date and to define measures to improve research and consultancy in the University with the help of Industry.	<ol style="list-style-type: none"> To obtain information regarding funds available to UIIC for conducting workshops, meetings, etc. To draft a policy for undertaking consultancy assignments by faculty members/departments. It was also resolved to consider nature of consultancy i.e. experimental & Non-experimental & accordingly make separate provisions for undertaking such consultancies in the policy. To encourage students to undertake summer internships in Industry. To suggest budgetary provisions for conducting campus placement at department in order to meet recurring


 A. H. Hasmani
 I/C. Registrar
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			<p>expenses.</p> <ol style="list-style-type: none"> To design feedback form to be taken from employers during campus placement To promote the establishment of Incubation centres & Innovative Start-Up. It was suggested for science departments to encourage faculty members to provide summer internships to Master's students as well as undergraduate meritorious students under Scientific Social Responsibility (SSR). To organize Industry -Academia meet during forthcoming academic term.
4	11.06.2019	The latest status of the AQAR -2016-17 as well as data collection from the Departments / Sections will be discussed.	Discussed in the issues related to the format of data verification from the departments and their submission to NAAC portal. The queries from the Heads of Department were replied by Co-coordinator Prof. Haresh Keharia and Prof. Mites Jayswal
5	12.07.2019	To discuss the program to be organized to discuss New Education Policy.	<ol style="list-style-type: none"> For the seminar M. P. Patel Auditorium is to be booked, IQAC office will be take care of this task. The detailed programme of the seminar to be prepared Prof. A. H. Hasmani and Prof. H. R. Keharia will do this. A questionnaire to be prepared on the New Education Policy and analysis of the responses to be done Prof. Mitesh M. Jayswal and Dr. Kinjal Ahir will prepare the questionnaire. They also agreed to prepare a report on the analysis.
6	18.09.2019		<ol style="list-style-type: none"> If there is a need to eliminate the numbers of applications, at different levels of direct recruitment an elimination based on the short listing criterion suggested by UGC guidelines may be used with sufficient modification, if any, required. It was decided to structure the Self Appraisal Report (SAR) format emphasising teaching, student's feedback, university and department


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			<p>level activities within a total of 100 marks</p> <p>3. framework, converted into a 10 point scale. The performance score shall be kept as follows.</p> <p style="padding-left: 40px;">8 and upto 10 Good</p> <p style="padding-left: 40px;">6 and up to 8 Satisfactory</p> <p style="padding-left: 40px;">Less than 6 Unsatisfactory</p> <p>4. It was decided that the Self Appraisal Report (SAR) for each employee has to be collected and filed in their individual file by IQAC in every June of the year.</p>
7	18.11.2019	To discuss the activities carried out till date and to plan future activities.	<p>Prof. D. K. Raval Converneor of the Committee briefed the members about the status of the Alumni Associations also, it was decided to call a meeting of Alumni as soon as possible. It was also decided to explore the possibiloty of organizing a Global Alumni Meet. In which Alumni from other countries can be invited.</p>
8	13.12.2019	To discuss the organising a Training Programme on "R Language".	<p>1. Looking to the importance of statistical analysis in research the need of a training programme was felt. Also, the inputs received from statistics department in the committee.</p> <p>2. The programme will be arranged during 23-12-2019 to 28-12-2019 (5 days). Technical support will be had from MIS. Stat-modeller, Vadodara and department of Statistics.</p> <p>3. The programme will be held in the computer laboratory of the MBA Department.</p> <p>4. A nominal fee of Rs. 1000/- (for the Research Scholars) and Rs. 1500/- (for Faculty Members) will be charged.</p> <p>5. The coordination will be done Prof. Haresh Kehariya and Prof. Mitesh Jayswal.</p>

A. H. Husman

I/C. Registrar
Sardar Patel University
Vallabh Vidyanagar.

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9	13.07.2020	To discuss the webinar in collaboration with NAAC.	<ol style="list-style-type: none">1. The co-ordinator informed the members about the e-mail correspondence with NAAC, Bengaluru, regarding the organising of a webinar in collaboration with them.2. It was also informed that the webinar will be organized in two sessions on 21-07-2020. The IQAC thanked the Hon'ble Vice-Chancellor for providing this opportunity to IQAC.3. A Google form will be prepared for the registration of participants. Prof. Hasmani took the responsibility for this. For the necessary arrangements of Google Meet will be done by Dr. Shivani Misra. She will also act as moderator of the programme.
10	17.12.2019		It was informed that a Global Alumni Meet will be organized during January, 2020. A separate organizing committee will be formed by the university for this purpose.

A. H. Hasmani

I/C. Registrar
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Vallabh Vidyanagar.