

iqac\_central@spuvvn.edu

IQAC Phone: (02692) – 226891



**SARDAR PATEL UNIVERSITY**  
VALLABH VIDYANAGAR - 388 120 (GUJARAT) INDIA  
NAAC Re-Accreditation CGPA 2.83 Grade - 'B' (16-9-2011 to 15-9-2016)

Website : www.spuvvn.edu

**Minutes (Meeting held on 16/09/2016 at 4:00 pm)**

The Third meeting of committee for Power Point Presentation was held on 16-09-2016 in the IQAC Room No.307, at 04.00 pm.

The following members were present in the meeting.

1. Dr. Ujjval Trivedi
2. Dr. R.B. Subramaniam
3. Mr. Paresh B. Patel
4. Dr. Mrs. Bhavana Patel
5. Dr. Mrs. Kinjal Ahir
6. Mr. Akash Ka. Patel
7. Mr. Harpal Bhathal
8. Mr. B. B. Patel

The following members were unable to attend the meeting.

1. Dr Jyotiben Tiwari
2. Tushar Majmudar

In the beginning of the meeting, Dr. Ujjval Trivedi, Convener welcomed all the committee members. After in depth discussion the following recommendations are suggested/made.

Recommendations:

1. To make strictly criteria wise presentation
2. Summarized and minimized data
3. Pictorial presentation in Power Point Presentation ( avoid spelling mistakes)
4. Vision upfront
5. Data Verification with departmental Report
6. Style (font) & format must be same in own presentation
7. Summarized information of faculty members
8. General features of student profile/progress, syllabus, admissions, examinations etc
9. Slide show or video of 2 minutes is important
10. SWOC analysis to be added
11. Overall impression & Layout is to be improved
12. Clarify between best practice & innovation.
13. Time Limit (period) 20 minutes only.



It is also decided ....

1. The above recommendations are to be circulated to all PG Heads, and with the help of D-IQAC and faculty members, the given presentation is to be updated.
2. The updated presentation is to be finalized on or before 12<sup>th</sup> Oct. 2016, and the each presentation will be made by the concerned Head before the committee as per the following time scheduled in the Senate Hall in the presence of Hon. Vice Chancellor and experts.

Time Schedule :

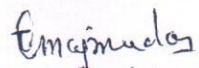
- (a) Humanities and Subjects other than Science:  
13<sup>th</sup> October, Thursday, from 12:00 Noon onwards
- (b) Science Subjects :  
14<sup>th</sup> October, Friday, from 12:00 Noon onwards

Meeting was concluded with thanks.

No. IQAC/16-17/277

Date: 17-9-2016

Vallabh Vidyanagar

  
Deputy Registrar  
(IQAC)

Copy to :

1. PA to VC
2. Registrar
3. Committee members