

Internal Quality Assurance Cell (IQAC)

Date: 12/11/2019

The 1st meeting of IQAC is scheduled to discuss the points mentioned in the agenda below. It will be chaired by the Director of college.

The details of the meeting:

Date: - 14/11/2019

Time: - 02.00 p.m.

Venue: - Director's Cabin

All the members are requested to remain present for the meeting.

Agenda: -

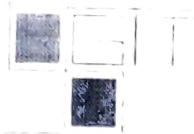
1. Formation of IQAC committee and discussion of roles and responsibilities of Internal Quality Assurance Cell
2. To discuss IQAC cell policy, forms, and formats.
3. Discussion of Academic and Research activities.
4. Any points with permission of chair.

Prof. Madhuri Chopade

IQAC-Coordinator

Dr. H. N. Shah

Director



Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Date: 15/11/2019

The first minutes of the meeting of Internal Quality Assurance Cell dated 14th November 2019, Time: 2:00 pm, Venue the director's cabin.

Agenda 1: -Formation of IQAC committee and discussion of roles and responsibilities of Internal Quality Assurance Cell

Following Faculty members are selected IQAC Coordinator and Co-coordinator

Name	Designation	Department
Prof. Madhuri Chopade	IQAC Coordinator	Information Technology, Assistant Professor
Prof. Harshal Oza	IQAC Co-coordinator	Mechanical Engineering, Assistant Professor

Director sir, Dr. Hetalkumar Shah, IQAC Chairman addressed the meeting and briefed about the roles and responsibilities of the IQAC cell. IQAC of the Institute was constituted as per the guidelines of NAAC and UGC to oversee the Quality Standards and their continuous maintenance of the academic and administrative aspects. The cell consists of two members' coordinator and co-coordinator.

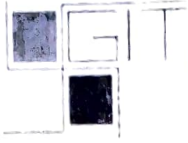
Agenda 2: IQAC policy, forms and formats have been discussed with the director.

Director sir discussed with iqac members about formation of policy and related forms. In that it is suggested to incorporate roles, responsibilities and functionalities of IQAC Cell.

Agenda 3: Discussion of Academic and Research activities.

Academic Activities:

It is suggested that each department should arrange FDP, STTP, seminars and expert lectures in order to inbuilt the knowledge in faculties and students about latest technologies and recent trends.



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Research Activities:

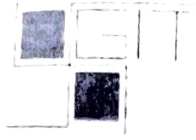
- It is suggested to establish collaboration with various government agencies and industries. It also suggested that faculty should also take on research projects in collaboration in various industries for improving industry- institute interaction.
- It is suggested to do Faculty Development- Qualification Enhancement - promoting research culture among the faculty and encouraging the faculty member to opt for higher studies.

Prof. Madhuri Chopade

IQAC-Coordinator

Dr. H. N. Shah

Director



Action taken report for meeting of IQAC scheduled on 14 November 2020

1. Formation of committee members for the academic year 2019-2020.
2. IQAC policy, forms and formats have been submitted.
3. All the final year students were motivated for paper publication.
4. Proposal has been submitted under the banner of IQAC to organise webinar on "How to write research paper and how to fetch R&D funding grants" for faculties and PG students.
5. Applied for AICTE-INAE student travel grant for publishing paper in International Conference
6. Submitted proposal for National Level STTP on "Communication skill and Ethics: A modern Education tool in 21st Century" to AICTE for sponsorship.
7. Proposals from various departments have been submitted to the GUJCOST for sponsorship.

Prof. Madhuri Chopade
IQAC-Coordinator

Dr. H. N. Shah
Director