



Minutes of the 1st IQAC Meeting (2021-22)

Sai Tirupati University, Umarda, Udaipur

Internal Quality Assurance Cell

Date: Monday, 2nd August 2021

Time: 11:00 AM

Venue: *Online (Zoom Meeting)*

Members Present

1. Dr. Indrajeet Singhvi – Chairperson (President)
2. Dr. Vijay Singh Rawat– Member (Faculty)
3. Dr. Khemchand Gupta – Member (Faculty)
4. Dr. Rimjhim Gupta- Member (Faculty)
5. Dr. Rachna Singhvi - Member (Faculty)
6. Dr. Monali Sonawane- Member (Faculty)
7. Dr. Kamlesh Kanwar Shekhawat- Member (Faculty)
8. Mr. Devendra Jain – Member (Registrar)
9. Dr. Kanupriya Tiwari– Member (Deputy Registrar)
10. Mr. Vinod Agarwal -Member (CFO)
11. Ms. Charu Taunk – Member (HR Head)
12. Mr. Prakash Menaria- External Member (Local Community)
13. Dr. Yash Verma (Alumni)
14. Ms. Komal Dashora - Co-ordinator (IQAC)

Members Absent

1. Mr. A.L. Sehlot- Member (Advisor)
2. Dr. P.R. Somani – Member (COE)

Welcome Note: The IQAC Coordinator, Ms. Komal Dashora, welcomed Hon'ble President, Principals, Heads, faculty representatives, and student members. She appreciated the collective efforts made by the university community during the challenging COVID-19 pandemic period.

Agenda-wise Minutes of the Meeting

Item 1: Introduction to IQAC Objectives and Functions:

The IQAC Coordinator, Ms. Komal Dashora made a presentation introducing the structure, objectives, and core functions of the Internal Quality Assurance Cell as per UGC and NAAC guidelines. She emphasized the importance of continuous academic and administrative improvements through systematic internal processes. The members resolved to develop a Quality Framework tailored to the University's focus areas.

Item 2: Review of Academic Readiness and COVID-19 Protocols

Dr. Rimjhim Gupta reported on the preparedness for the commencement of the new academic session 2021–22. Considering the prevailing post-COVID conditions, blended mode teaching (offline + online) was planned where necessary. COVID-19 safety protocols were reviewed, including vaccination drives, sanitization processes, and health check-up facilities at the campus hospital.

It was decided that Colleges & departments would maintain records of students' vaccination status, and regular health advisories would be issued.

Item 3: Enhancement of Teaching-Learning and Clinical Training

Principals of colleges reported on the adoption of ICT tools and digital platforms to complement traditional learning methods. It was resolved that:

- E-learning Processes would be gradually established colleges.
- Efforts would be made to integrate simulation-based training in medical and nursing education.
- Practical training hours lost due to COVID disruptions would be compensated through intensive clinical postings.

Item 4: Research and Innovation Promotion

The Research Department proposed initiatives to foster a research-oriented environment. Key proposals included:

- Formation of a University Research Advisory Committee (URAC).
- Encouraging faculty members to undertake minor research projects and case studies relevant to healthcare challenges.
- Organizing capacity-building workshops on research methodology and scientific writing.
- Beginning groundwork for an Intellectual Property Rights (IPR) cell to assist faculty in filing patents in the health sciences domain.

The members approved these proposals and recommended gradual scaling.

Item 5: Student Support Systems and Grievance Mechanisms

Dean Student Welfare briefed on the establishment of a Student Support and Grievance Redressal Cell.

The house resolved:

- A mentorship system shall be developed where every student will be assigned a faculty mentor.
- Grievances shall be collected through both physical submission boxes and online mechanisms to ensure accessibility and confidentiality.
- Mental health support services would be initiated in collaboration with professional counsellors.

Item 6: Introduction of Stakeholder Feedback Systems

The IQAC proposed initiating structured feedback mechanisms to gather opinions from students, faculty, alumni, and healthcare industry partners.

It was decided that:

- Feedback forms would be circulated twice annually.
- Feedback analysis would inform academic planning, infrastructure upgrades, and student support initiatives.

Item 7: Infrastructure Development and Library Expansion

The Registrar presented updates on ongoing infrastructure development projects. The Librarian presented plans to expand physical collections and digital library subscriptions, especially focusing on medical and allied health sciences resources.

Members resolved to:

- Expedite the expansion of e-resources such as e-journals and e-books.
- Create dedicated reading and research zones in all Libraries.
- Upgrade IT infrastructure to support hybrid teaching modes.

Item 8: Institutional Policy Development

Recognizing the importance of well-documented processes, the house resolved to draft and adopt the following key policies within the next six months:

- Research and Innovation Policy
- Examination and Assessment Policy

- Student Code of Conduct

Committees were formed for the drafting of each policy under the supervision of senior faculty members.

Item 9: Community Outreach and Social Responsibility

It is proposed to initiate community-based healthcare services, including:

- Free health screening camps in nearby villages.
- Awareness programs on hygiene, nutrition, and preventive healthcare.

Members encouraged increased student participation in these activities to enhance experiential learning and community impact.

Item 10: Any Other Item

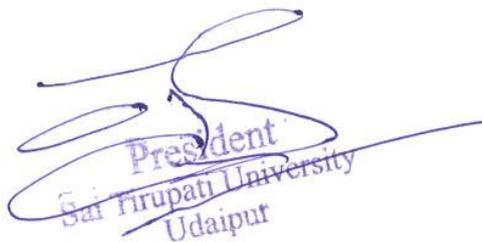
The Hon'ble President suggested documenting the university's COVID Response Initiatives during 2020–21 to be showcased as an institutional achievement.

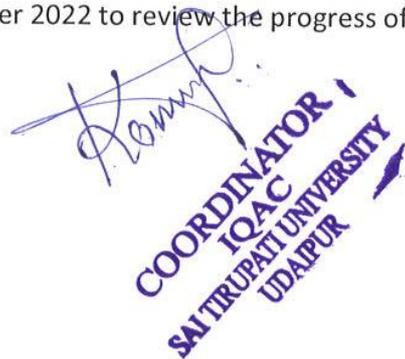
Conclusion and Vote of Thanks

The Hon'ble President, Dr. Inderjeet Singhvi appreciated the active participation of all members and stressed that quality enhancement must be pursued not merely as a compliance requirement, but as a culture embedded across academics, research, student welfare, and social responsibility.

The meeting concluded with a vote of thanks proposed by the IQAC Coordinator, affirming the collective commitment to making Sai Tirupati University a center of excellence in Health Sciences education.

The next IQAC Meeting was proposed to be held in December 2022 to review the progress of action points.


President
Sai Tirupati University
Udaipur


COORDINATOR
IQAC
SAI TIRUPATI UNIVERSITY
UDAPIUR