



Minutes of the 2nd IQAC Meeting (2021-22)
Sai Tirupati University, Umarda, Udaipur

Internal Quality Assurance Cell

Date: Monday, 6th December 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. A.L. Sehlot- Member (Advisor)
11. Dr. P.R. Somani – Member (COE)
12. Mr. Vinod Agarwal -Member (CFO)
13. Ms. Charu Taunk – Member (HR Head)
14. Dr. Arvinder Singh – External Member (Industrialist)
15. Ms. Komal Dashora - Co-ordinator (IQAC)

Members Absent:

1. Mr. Prakash Menaria- External Member (Local Community)
2. Dr. Yash Verma (Alumni)

Welcome Address:

The meeting commenced with a warm welcome by Ms. Komal Dashora, IQAC Coordinator, who appreciated the dedication of the faculty, staff, and students during the transitional period post-pandemic and highlighted the significance of continuous quality improvement initiatives in light of the preparations for upcoming accreditation and ranking exercises.

Agenda-wise Minutes of the Meeting:

1. Confirmation of the Minutes of the 1st IQAC Meeting: The minutes of the 1st IQAC Meeting held on 2nd August 2021 were presented. After due deliberations, they were confirmed unanimously.

2. Presentation of Action Taken Report (ATR): The Action Taken Report on the decisions of the previous meeting was presented and approved. Progress was noted on academic reforms, establishment of IQAC processes, and initial steps towards NEP 2020 implementation.

3. Appointment of Criterion Coordinators for NAAC Accreditation: In view of the preparatory activities for accreditation, the following resolutions were made:

- Criterion Coordinators were appointed for each of the 7 criteria of NAAC.
- Coordinators were instructed to form working sub-committees within their departments for systematic data collection and validation.
- Criterion 1: Dr. Khemchand Gupta
- Criterion 2: Dr. Rimjhim Gupta
- Criterion 3: Dr. Rachna Singhvi
- Criterion 4&7: Ms. Komal Dashora
- Criterion 5&6: Ms. Geetanjali Sharma

4. Presentation of Status Report by Criterion Coordinators: Each Criterion Coordinator briefly presented the current status of data collection and documentation.

- Gaps were identified in some areas such as extension activities, alumni engagement, and faculty training documentation.
- Coordinators were advised to submit updated progress reports by 15th January 2022.

5. Result Analysis and Feedback: The Controller of Examinations presented an analysis of results for the previous semester.

- The meeting resolved to conduct detailed program-wise and course-wise result analysis.
- Feedback forms for students, faculty, alumni, and employers would be revised and disseminated by January 2022 for quality enhancement.

6. Annual Reports: It was resolved that:

- Examination Cell, Mentor-Mentee Cell, and IQAC Annual Reports for the Academic Year 2020–21 would be finalized by 31st December 2021.
- All departments would be required to prepare and submit their respective Annual Reports covering academic, co-curricular, research, and extension activities.

7. Mentoring and Student Support:

- Mentoring reports of each School were discussed. It was suggested that structured templates be adopted for recording mentoring outcomes and issues identified.
- Additional mentoring sessions focusing on emotional well-being, particularly for first-year students, were proposed.

8. Planning for Faculty Development Programs (FDPs):

It was agreed to organize the following before March 2022:

- FDP on Outcome-Based Education (OBE) and NEP 2020 Curriculum Framework.
- Workshop on Research Methodology and Academic Writing for young faculty members.

9. Institutional Data Digitization:

- IQAC emphasized on maintaining digital records of academic, administrative, and co-curricular activities.
- Departments were directed to upload digitized data to the centralized Institutional Repository Portal (Google Drive).

10. Preparations for Implementation of NEP 2020:

- Principals/Heads of Colleges were advised to align their curricula with the NEP 2020 guidelines gradually.
- Proposals for Multiple Entry and Exit Options and Academic Bank of Credits (ABC) were discussed.

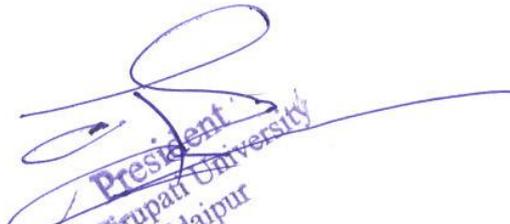
11. Any Other Item:

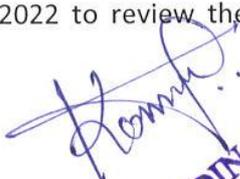
- It was proposed to initiate Green Campus initiatives such as tree plantation drives, waste management awareness, and energy conservation E-waste drives programs from the next semester.
- The Research Department was asked to encourage more research publications and patent filings among faculty members.

Conclusion:

The meeting concluded with a motivational address by the Chairperson, Dr. Singhvi, who emphasized the collective responsibility of the university community in achieving excellence and accreditation readiness. He appreciated the progress made and urged all stakeholders to expedite documentation and quality enhancement measures.

The IQAC Coordinator thanked all members for their active participation and contributions. The next IQAC meeting was tentatively scheduled for March 2022 to review the final readiness for the accreditation application process.


President
Sai Tirupati University
Udaipur


COORDINATOR
IQAC
SAI TIRUPATI UNIVERSITY
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