



Minutes of the 1st IQAC Meeting  
Sai Tirupati University, Umarda, Udaipur  
Internal Quality Assurance Cell

Date: Friday, 5th July 2024

Time: 11:00 AM

Venue: Conference Hall, Administrative Block

**Members Present**

1. Dr. B.L Kumar – Chairperson (President)
2. Dr. Vijay Singh Rawat– Member (Faculty)
3. Dr. Khemchand Gupta – Member (Faculty)
4. Dr. Rimjhim Gupta- Member (Faculty)
5. Dr. Mohd. Yunus- Member (Faculty)
6. Dr. Dilip Kumar L- Member (Faculty)
7. Dr. Kamlesh Kanwar Shekhawat- Member (Medical Director)
8. Dr. Devendra Jain – Member (Registrar)
9. Dr. Kanupriya Tiwari– Member ( Deputy. Registrar)
10. Dr. P.R. Somani – Member (COE)
11. Ms. Charu Taunk – Member ( HR Head)
12. Mr. Prakash Menaria- External Member (Local Community)
13. Dr. Arvinder Singh – External Member (Industrialist)
14. Ms. Komal Dashora- Co-ordinator (IQAC)

**Members Absent**

1. Dr. Yash Verma (Alumni)
2. Mr. Vinod Agarwal -Member (CFO)

**Proceedings**

The first meeting of the Internal Quality Assurance Cell (IQAC) for the academic year 2024–25 at Sai Tirupati University, Udaipur, commenced with a warm welcome by the IQAC Coordinator, who greeted the Hon'ble President and all esteemed members of the Cell. The Coordinator emphasized the importance of institutional quality frameworks in view of new accreditation reforms by NAAC.

### **Item 1: Opening Remarks by the Hon'ble President**

The Hon'ble President addressed the gathering, underlining the strategic importance of IQAC as a nodal mechanism for fostering a culture of quality and continuous improvement. He highlighted that with NAAC initiating the new Binary Accreditation process, the university must begin early preparations to ensure data integrity, policy alignment, and stakeholder engagement. He expressed his confidence in the IQAC and called for a systematic and time-bound roadmap to prepare for the accreditation process.

### **Item 2: Introduction of NAAC Binary Accreditation Process and University Readiness**

The Coordinator elaborated on the significant changes brought forth by the NAAC Binary Accreditation framework, which focuses on binary decisions (accredited/not accredited) instead of traditional CGPA-based grading. The house was informed that this shift emphasizes evidence-based practices, stakeholder participation, and institutional compliance with fundamental quality benchmarks.

The members agreed on the urgent need to initiate internal preparedness. It was resolved that Criterion-wise sub-committees would be formed, each led by a senior faculty member or administrator, to manage data collection, and evidence collation. A detailed action plan would be prepared, clearly defining timelines, roles, and documentation protocols.

Further, it was decided to organize a university-wide orientation on the NAAC framework for all stakeholders—including academic and non-teaching staff—to enhance awareness and responsibility towards accreditation.

### **Item 3: Planning for Academic Session 2024–25**

As the new academic session was on the verge of commencement, the committee reviewed the institutional readiness from an academic and infrastructural perspective. The principals shared the status of academic calendars, timetables, and faculty recruitment. It was resolved that all departments would finalize syllabi and session plans in accordance with the NEP 2020 framework, particularly focusing on multidisciplinary learning and academic flexibility.

The IQAC approved the conduction of a Faculty Induction Programme for new joiners to familiarize them with the university's ethos, teaching methodologies, quality expectations, and research culture. Additionally, a student orientation plan would be drawn up to support first-year students in adjusting to the academic environment and university life.

### **Item 4: Infrastructure and Learning Resources Review**

The readiness of classrooms, laboratories, and digital infrastructure was discussed in detail. The Registrar assured that necessary refurbishments and equipment calibrations had been undertaken. The Learning Management System (LMS) was reported to be functional, and the university library had subscribed to a number of academic databases and e-journals.

Dr. Rimjhim Gupta suggested that a user-friendly dashboard be developed to facilitate easy access to learning resources, university policies, and course material. The President recommended that every department undertake a needs-assessment survey for further improvement in resource allocation.

#### **Item 5: Internal Quality Framework and Departmental KPIs**

The IQAC proposed setting up a Quality Matrix with defined Key Performance Indicators (KPIs) for each department and functional unit. These KPIs would be aligned with NAAC criteria and institutional goals.

The Coordinator, Ms. Komal, also proposed that an Academic and Administrative Audit (AAA) be scheduled in December 2024 to ensure preparedness and data validation for NAAC.

#### **Item 6: Stakeholder Engagement and Feedback Systems**

Recognizing the role of inclusive governance, the IQAC recommended the deployment of structured feedback mechanisms for all stakeholders—students, faculty, alumni, and industry. The members agreed to use Google Forms and LMS-integrated tools for feedback collection.

It was further resolved to reconstitute the Alumni Association and to initiate an employer feedback mechanism. The President suggested that departments should maintain parent communication logs and organize periodic interactions.

#### **Item 7: Research, Innovation, and Publication Enhancement**

Dr. Kamlesh discussed the need to enhance the university's research profile. It was resolved to establish a Research Advisory Cell (RAC), which would support faculty and students in research methodology, proposal writing, journal publication, and IPR filing.

The Coordinator shared a proposal to draft the SEED Fund Policy and review the current policy for incentives for publication, and interdisciplinary research promotion.

#### **Item 8: Sustainability and Green Campus Initiatives**

In line with sustainable development goals, the committee discussed key green initiatives. Mr. A.L. Sahlot proposed that the university should undertake Green and Energy Audits before the end of the academic year. The Maintenance Department was tasked with initiating a proposal for rainwater harvesting systems and structured solid waste management.

The President emphasized the need for the university to be a role model in environmental consciousness, particularly given its medical and health science background.

### **Item 9: Capacity Building and Training Calendar**

The committee proposed the preparation of an Annual Capacity Building Calendar covering Faculty Development Programmes (FDPs), soft skills training, research workshops, and administrative staff orientation.

The Chair suggested incorporating sessions on digital tools, pedagogy enhancement, outcome-based education (OBE), and curriculum alignment under NEP 2020.

### **Item 10: Institutional Policy Development**

It was resolved that a Policy Review Committee be formed to prepare or revise key institutional policies including:

- SEED Fund Policy
- Research and Publication Policy
- E-Governance Policy
- Code of Conduct
- Grievance Redressal Policy
- Anti-Ragging Policy
- Faculty Development Policy
- POSH
- Policy for differentially abled

The need for digitizing all university policies and ensuring stakeholder accessibility was emphasized.

### **Item 11: Any Other Matter**

The President directed IQAC to immediately initiate the preparation of an IDP achievement Report.

### **Conclusion and Vote of Thanks**

The meeting concluded with a formal vote of thanks by Ms. Komal. She expressed gratitude to the Hon'ble President, Principals and all members for their active participation, insightful discussions, and commitment to quality advancement. It was decided that the next IQAC meeting would be held in November 2024 to review progress on all action points discussed.

  
President  
Sri Tirupati University  
Udaipur

  
COORDINATOR  
IQAC  
SAI TIRUPATI UNIVERSITY  
UDAIPUR