

SPU/IQAC/MoM/01

Date:10<sup>th</sup> May , 2023**Minutes of the 1<sup>st</sup> Meeting of IQAC**

The 1<sup>st</sup> Meeting of the Internal Quality Assurance Cell (IQAC), of Sankalchand Patel University was conducted on 10<sup>th</sup> May 2023 at 11:30 Hours in University Conference Hall of University Building.

**The following members were present for the meeting.**

S. No	Name	Designation
01	Dr. Himanshu Joshi	(I/C) Provost, SPU, Dean, Nootan Medical College & Research Centre,
02	Dr. K.A Patel	Registrar, SPU
03	Mr. M. R. Patel	Controller of Examination, SPU
04	Dr. Vilas Patel	Dean -Dental
05	Dr. Shiva Subramanian	Dean Nursing
06	Dr. Indrajeet Singhvi	Dean pharmacy
07	Dr. Sachidanand Singh	Head IQAC
08	Dr. Dhara Chavda	Principal (I/C) Physiotherapy
09	Dr. Rekha Savnani	Deputy Registrar (Academics)

**Agendas of the meeting was**

1. Introduction to the IQAC and its objectives.
2. Discussion on the action plan for quality enhancement and assurance in the university.
3. Strategies for implementing NAAC.
4. Proposal for feedback mechanism from stakeholders.
5. Discussion on the conduction of ISO audits.
6. Planning for academic and administrative audits.
7. Any other issues.

### **Welcome Address**

The meeting started with an opening address from Dr. Sachidanand Singh, Head IQAC. He told the members about the IQAC's goals and how it plays a key part in improving the quality of education and facilities at Sankalchand Patel University. The chairperson also stressed the importance of regular quality assurance systems and working together to achieve academic success.

### **Agenda 1: Introduction to IQAC Objectives**

**Discussion:** Dr. Sachidanand Singh talked about the IQAC's main goals, which are:

- Making sure that the university's academic and administrative performance keeps getting better;
- Promoting new ideas and a culture of study.
- Planning for the university's success to get better in a way that is deliberate, consistent, and catalytic.

### **Agenda 2: Discussion on the action plan for quality enhancement and assurance in the university**

**Discussion:** The head of IQAC discussed about making an IQAC core group to look into ways to improve and guarantee quality in the university. He also told the members that Sankalchand Patel University would be focusing on to improve teaching and learning, improving the infrastructure to support digital learning and research activities, adding more professional development programs for faculty, enhance clinical teaching skills and encouraging students to take part in research and extracurricular activities.

### **Agenda 3: Strategies for implementing NAAC criteria**

**Discussion:** The meeting proceeded with a detailed discussion on the university's preparedness for NAAC accreditation. Head IQAC provided an overview of the 7 NAAC criteria, the members agreed to constitute committee for each criterion to ensure timely preparation and efficient implementation of the required measures.

Dr. Vilas Patel, suggested the introduction of an orientation program for newly appointed faculty members to familiarize them with the university's quality assurance policies and all NAAC seven Criteria's.

Mr. M.R Patel emphasized the need for regular training sessions on research methodology for both students and faculty to foster a research-oriented environment.

**Agenda 4: Proposal for feedback mechanism from stakeholders**

**Discussion:** Head of IQAC suggested adding a strong feedback system to get ideas from key stakeholders like faculty's and students. Feedback will be based on curriculum relevance with respect to industry demand, campus facilities, and student satisfaction. It was suggested that feedback be gathered in person and online.

The plan was approved by everyone, and IQAC will give the responsibility of making the feedback forms to all of Sankalchand Patel University's institutes.

**Agenda 5: Discussion on the conduction of ISO 9001:2015 audit**

**Discussion:** It was suggested that regular checks be done to keep and improve academic and administrative standards. The members talked about how the audit would work, focusing on evaluating the program, making sure administration was efficient, and making sure the infrastructure was up to par. He also told the members that Sankalchand Patel University is going to get ISO 9001:2015 approval for management system, which will raise the standards of the institutes that make up the university. It is important to keep good records of all academic and administrative work for an ISO audit.

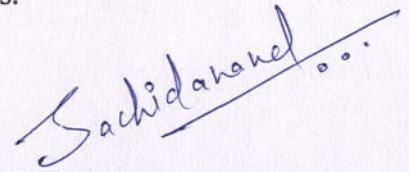
**Agenda 6: Planning for academic and administrative audits**

**Discussion:** The members discussed the annual audit framework for the constituent institute for year 2022-23, which includes a focus on faculty performance, infrastructure adequacy, administrative efficiency, and the appointment of an external audit team consisting of external experts and senior faculty, will be appointed by the IQAC for the institute.

**Agenda 7: Any other matters**

**Discussion:** Chairman, commended GSIRF 4 Star ranking in Pharmacy, 3 Star in Dental and 3 Star in SPU, chairman also commended on the R World ranking for sustainable development and achieving A grade ranking Gold Band.

The meeting concluded with a vote of thanks by Chairperson, who thanked all the members for their active participation and valuable suggestions.



Dr. Sachidanand Singh

Head IQAC

## INTERNAL QUALITY ASSURANCE CELL



**SANKALCHAND PATEL  
UNIVERSITY**  
॥ अथर्वो ज्ञानविज्ञानात् ॥  
ISO 9001 : 2015 Certified

### Signature sheet of 1<sup>st</sup> Meeting of IQAC

S. No	Name	Designation	Signature
01	Dr. Himanshu Joshi	(I/C) Provost, SPU, Dean, Nootan Medical College & Research Centre,	
02	Dr. K.A Patel	Registrar, SPU	
03	Mr. M. R. Patel	Controller of Examination, SPU	
04	Dr. Vilas Patel	Dean -Dental	
05	Dr. Shiva Subramanian	Dean Nursing	
06	Dr. Indrajeet Singhvi	Dean pharmacy	
07	Dr. Sachidanand Singh	Head IQAC	
08	Dr. Dhara Chavda	Principal (I/C) Physiotherapy	
09	Dr. Rekha Savnani	Deputy Registrar (Academics)	