

SPU/IQAC/MoM/07

Date: 12<sup>th</sup> Aug, 2024**Minutes of the 7<sup>th</sup> Meeting of IQAC**

The 7<sup>th</sup> Meeting of the Internal Quality Assurance Cell (IQAC), of Sankalchand Patel University was conducted on 12<sup>th</sup> Aug, 2024 at 11:30AM Hours in IQAC Conference Hall of University Building with IQAC core committee members. The meeting was chaired by Hon'ble provost, SPU. The following members were present during the meeting:

**Following Members Were Present in the Meeting**

Sr. No.	Name	Designation
01	Dr. P. M. Udani	Provost, SPU
02	Dr. Parimal Trivedi	Registrar, SPU
03	Dr. H. N. Shah	Director, IQAC
04	Dr. M. R Patel	COE, SPU
05	Dr. Vijay Singh Baghel	Dean-Medical
06	Dr. Vilas Patel	Dean- Dental
07	Dr. Jitendra Sharma	Dean, FMS
08	Dr. Rekha Savnani	Dy. Registrar- Academics
09	Mr. Chandresh V. Patel	Dy. Head-IQAC
10	Dr. Vishal Chaudhary	IQAC Co Coordinator

The meeting commenced with a welcome address by the member secretary IQAC. He welcomed all the dignitaries and the members of IQAC to the meeting. The following agendas were placed for the discussion:

1. Review of previous meeting's action items and progress.
2. Discussion on SSR submit.
3. Review of academic and administrative audits.
4. Review of Student Satisfaction Survey (SSS) progress.
5. Any other matters.

**Agenda 1: Review of action items from the previous meeting**

**Discussion:** The minutes of the previous IQAC meeting were reviewed, and the action items were discussed.

**Agenda 2: Discussion on SSR submit**

**Discussion:** Director IQAC stressed the importance of thorough preparation for the SSR. He emphasized that the SSR needs to reflect the institution's performance across various criteria such as curricular aspects, teaching-learning processes, research, innovation, and institutional social responsibility. Each coordinator and co-coordinator were asked to collect data from respective departments and administrative offices. Specific deadlines were set for data compilation.

**Agenda 3: Review of academic and administrative audits**

**Discussion:** The committee agreed to implement the recommendations from the audit report, particularly improving in infrastructural resources, computer and internet facilities and increasing digital infrastructure to support online education.

**Agenda 4: Review of Student Satisfaction Survey (SSS) progress**

**Discussion:** The committee analyzed the SSS results progress, which indicated the need for improvements in clinical exposure and access to learning resources. Immediate steps to address these concerns were discussed.

**Agenda 5: Any other matters**

**Discussion:** No points were discussed

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



Dr. H. N. Shah  
Director -IQAC

# INTERNAL QUALITY ASSURANCE CELL



## Signature sheet of 7<sup>th</sup> Meeting of IQAC

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