



SPU/IQAC/MoM/09

Date: 18th July, 2025

Minutes of the 9th Meeting of IQAC

The 9th Meeting of the Internal Quality Assurance Cell (IQAC) of Sankalchand Patel University was held on July 18, 2025, at 2:00 PM in the IQAC Conference Hall of the New Medical Research Centre Building, attended by the IQAC coordinators. The Hon'ble Director IQAC, SPU, chaired the meeting.

The Following Members Were Present at the Meeting

SR. No.	Name	Designation	Institute
1	Dr. Chetan Choudhary	Director-IQAC	SPU
2	Dr. K.L. Khatri	Assistant Manager- IQAC	SPU
3	Simla Chaudhary	Admin Executive	SPU
4	Mr. Jigneshkumar A. Patel	Senior Lecturer	Polytechnique
5	Dr. Jayant Patharkar	Associate Professor	Medical
6	Dr. Darshana Pandya	Associate Professor	BCA
7	Dr. Hitesh Mehta	Associate Professor	Science & Commerce
8	Dr. Tulsidas Nakrani,	Associate Professor	Engineering
9	Dr. Vijay Pandita	Professor	Physiotherapy
10	Dr. Pulkit Kalyan	Professor	Dental
11	Dr. Dhanaraj Nagar	Professor	Ayurvedic
12	Dr. Sonu Mehta	Assistant Professor	Design & Communication
13	Dr. Hitesh Patel	Associate Professor	NPC

The following members were absent with Prior Permission.

Sl. No.	Name	Designation	Institute
	Dr. Nikhil shah	Professor & HoD	Homeopathic
	Mrs. Muniamma Devi K	Professor	Nursing
	Dr. Pradeep Kumar Mishra	Associate Professor	BBA
	Dr. Saurabh K Shukla	Assistant Professor	Pharmacy



The Meeting commenced with a Welcome address by the member Director IQAC. He welcomed all the Coordinators of the IQAC to the meeting.

The following agendas were placed for Discussion.

Agenda - 01: Previous Task Review

Several departments have yet to submit complete academic and event data. This has resulted in inconsistent reporting across the institutions, leading to gaps in assessment and documentation. Incomplete entries hinder university-wide tracking and dilute IQAC visibility.

Agenda - 02: Academic Calendar Submission

It was emphasized that all coordinators must submit their final academic calendars, which focus on non-routine activities such as FDPs, MDPs, workshops, and conferences, by Tuesday. This is crucial for aligning and consolidating efforts across departments to ensure synchronization at the university level.

Agenda - 03: Benchmarking and NIRF Preparation

All institutions are to benchmark with 10–12 comparable universities using the GSIR and NIRF parameters. Coordinators were guided to analyze institutional performance against these metrics and identify specific areas for improvement. Emphasis was placed on using benchmarking for strategic development planning.

Agenda - 04: Alumni Association Strengthening

Only four institutions have a registered alumni association. Other coordinators were instructed to explore the technical and legal feasibility of establishing formal alumni associations. A policy on the utilization of the alumni fund for scholarships, research, or development is being designed.

Agenda - 05: IDP Registration

The deadline for the final submission of Institutional Development Plans (IDP) was set for 24th July 2025. Coordinators must ensure timely online registration and submission, including strategic priorities for the next three years.

Agenda - 06: Centre of Excellence

Coordinators were encouraged to develop proposals for Centers of Excellence in collaboration with industry leaders, including L&T, Cisco, Google Cloud, and Microsoft. These centers focus on innovation, skilling, and job readiness in domain-specific areas.

Agenda - 07: FDP & Training Plans

A specialized Faculty Development Programme (FDP) for Health Science is under consideration. Plans



to initiate digital competency and leadership training for department heads and deans were discussed.

Institutions are to provide preferred dates and themes.

Agenda - 08: Website & Documentation Gaps

It was noted that institutional websites are missing essential information. Coordinators were asked to audit their department's web pages and ensure updates to profiles, achievements, programs, and compliance documents.

Agenda - 09: Faculty Performance Mapping

A structured review system categorizing faculty as Green (high-performing), Yellow (average), and Red (in need of support) was introduced. This classification will guide mentoring efforts, FDP participation, and strategic academic interventions.

Agenda - 10: Proposal Submission & Recognition

Proposals for research projects, awards, and institutional grants are often delayed or not submitted. Coordinators were asked to actively track upcoming deadlines and motivate faculty to submit well-prepared applications. A centralized proposal tracking system may be initiated.

Dr. Chetan Choudhary
IQAC Director

SPU/IQAC/MoM/09

Dt: 11th July 2025

AGENDA

Attendees: All IQAC Coordinators (Institutions)

Sr No.	Particulars
1.	Pending academic and event data to be completed for compliance and reporting.
2.	Submit event-focused calendars (FDPs, workshops) by Tuesday for consolidation.
3.	Institutions to compare with top peers using GSIR/NIRF metrics for growth.
4.	Strengthen alumni bodies and define fund utilization for impact projects.
5.	Complete IDP registration by 24th; align with institutional priorities.
6.	Propose and partner with industry leaders to develop key domain hubs.
7.	Organize Health Science FDPs and train HoDs in leadership/digital tools.
8.	Update web pages with accurate info to improve visibility and audits.
9.	Begin categorization (Green-Yellow-Red) to guide support and mentoring.
10.	11. Track opportunities and ensure timely submission of quality proposals.

Meeting Details:-

Venue: IQAC Conference Hall

Date: 18-07-2025

Time: 02:00 PM

Note:- All members are requested to book their calendars and attend the Meeting.



Dr. Chetan Choudhary
IQAC Director



Office of IQAC

IQAC Coordinator

Date - 11 July, 2025 18/07/2025

Attendance Sheet

Sl No	Name of Faculty	Name of Institute	Designation	Contact No.	Signature
1	Dr. Chetan Choudhary	SPU	Director-IQAC		<i>[Signature]</i> 18/07/25
2	Dr. Khushi Lal Khatari	SPU	Assistant Manager-IQAC	942613636	<i>[Signature]</i> 18/07/2025
3	Dr. Tulsidas Nabram	SPCE	Associate Prof.	9899392211	<i>[Signature]</i>
4	Dr. Jayant Patharkar	NMCRC	Associate Professor	7046579537	<i>[Signature]</i>
5	Mr. Ignesh A.	SSPC	Sr. Lecturer	9898402443	<i>[Signature]</i>
6	Dr. Dharmraj Nagarkar	NAERC	Professor	7891302771	<i>[Signature]</i>
7	Dr. Dnyaneshwar Rindkar	BCA	Associate Professor	9427903838	<i>[Signature]</i>
8	Dr. Sonu Mehta	NLDC	Sr. Assistant Prof.	9887063458	<i>[Signature]</i>
9	Dr. Pulkit Kalan	NPDCY	Professor	7869711164	<i>[Signature]</i>
10	Dr. Hitesh Patil	NPC	Professor	999272023	<i>[Signature]</i>
11	Dr. Hitesh Mehta	NSCE	Asso. Prof.	982463223	<i>[Signature]</i>
12	Dr. Chandelher	IQAC	Admin. Exec.	880998981	<i>[Signature]</i> 18/07/25
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