

RU/AHD/PO-IQAC/2024-25/006

Date: 02/07/2024

MINUTES OF MEETING

Meeting of all the IQAC members was called by Mr. Yashesh Darji, Coordinator, IQAC on 1st July 2024, from 3:00 PM at Venue: Board Room.

Members Present:

Sr. No	Name With Designation	Status in Meeting
1.	Prof. (Dr.) Anil Tomar - Provost	Chairperson
2.	Dr. G. G. Sastry - Academician	Sp. Invitee
3.	Prof. Lalit Adhikari - Director Admission	Member
4.	Mr. Veerendra Singh Nagoria - I/C COE	Member
5.	Dr. Rajesh Yadav – Assistant Director, Physical Education and Sports	Member
6.	Mr. Pragnesh Patel - Librarian	Member
7.	Mr. Sanjeev Bhardwaj – Sr. Manager Admin	Member
8.	Dr. Sandip Chandra – Associate Dean, RSMS	Member
9.	Dr. Sanjesh Rathi – Principal, SOP	Member
10.	Dr. Sailesh Iyer – Dean, RSE	Member
11.	Dr. P. P Patel – Dean, RSA	Member
12.	Dr. Ausaf Ahmad Malik – Principal, SOL	Member
13.	Dr. Pradeep Kumar Singh – I/C Dean, RSS	Member
14.	Mr. Dinkar Kumawat – I/C Dean, RSD	Member
15.	Mr. Meet Bakotia – Core IQAC Member	Members
16.	Dr. Shital Thacker – Core IQAC Member	Members
17.	Mr. Dhruv Trivedi – Core IQAC Member	Members
18.	Mr. Yashesh Darji – Coordinator IQAC	Member Secretary

Members Absent:

1.	Mr. Rajesh Nair- TPO	Member
2.	Mr. Jagdeep Mohanty - Student (RSE) Mr. Amit Borisa - Student (SOL) Ms. Riya Gohil - Student (RSS) Ms. Shital Rautaray - Student (SOP) Mr. Parth Gondaliya - Student (RSMS)	Member
3.	Mr. Dhwanesh Patel – Alumni	Member
4.	Ms. Reenaben Trivedi – Parent	Member
5.	Mr. Priyank Nahar – Industrialist	Member
6.	Ms. Harshita Vyas – Core IQAC Member	Members

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Mr. Yashesh Darji began by warmly welcoming Hon'ble Provost Dr. Anil Tomar, Sp. Invitee Dr. G. G. Sastry, esteemed academician and the members of the IQAC committee. He then presented an overview of the activities conducted during the 10th IQAC Meeting. The details of each agenda item and the resolutions made in the 11th IQAC Meeting are as follows:

Sr.no	Agenda	Discussion and Resolution	Responsibility center
1	Compliance of the 10th IQAC Meeting held on 1st May 2024.	<p>Discussion: IQAC presenting the Compliance on 10th IQAC meeting point of discussion was delayed.in Submission of Feedback and ATR by the all schools</p> <p>Resolution: All compliances from the 10th IQAC Meeting held on 1st May 2024 were approved by the committee members.</p> <ul style="list-style-type: none"> Instructed to all HOI, Feedbacks and ATR will be submitted as per the prescribed guidelines for upcoming semester. 	All School Deans/ Principals/ Heads.
2	Audit Observation and Even Semester A.Y 2023-24	<p>Discussion:</p> <ul style="list-style-type: none"> Academic Monitoring Documents, Question paper Quality Audit, Course File Audit, Feedback summary, ATR, and observations need to be justified. <p>Resolution:</p> <ul style="list-style-type: none"> A meeting will be scheduled with all DQAC to guide for extensive audit of the documents. 	IQAC & DQAC Members.
3	Academic and Administrative Audit for A.Y 2023-24 Date & Expert Finalization.	<p>Discussion:</p> <p>Audit Date Finalization:</p> <ul style="list-style-type: none"> Determining a suitable date for the audit to ensure maximum availability of relevant personnel and thorough preparation. <p>Expert Finalization:</p> <ul style="list-style-type: none"> Identifying and finalizing the external experts who will conduct the audit. Ensuring that selected experts have the requisite experience and credentials to 	IQAC Cell

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		provide valuable insights and recommendations. Resolution: • The External Audit will be scheduled in the first week of September 2024.	
4	Audit Observation of Odd Semester A.Y 2024-25 i. Pre-semester Audit Findings. ii. Annual Activity Planning.	Discussion: • All Members applauded the Initiative of IQAC and the work done by all the Schools. Pre-semester Audit Findings: • Review and discuss the findings from the pre-semester audit. • Identify areas of concern and propose corrective actions. Annual Activity Planning: • Develop a comprehensive plan for annual activities based on the audit findings. • Set priorities and timelines to address identified issues and enhance overall academic and administrative processes. Resolution: Pre-semester Audit Findings • The IQAC reviewed and discussed the findings from the pre-semester audit. It was noted that several areas require attention. • The committee resolved to implement corrective actions for the identified issues. ii. Annual Activity Planning Instructed to all Deans/Principal resubmitting after the correction.	IQAC Cell
5	Proposed Best Practices of for A.Y 2024-25.	Discussion: • IQAC was highly appreciated and applauded for their proposed "Quality Club" Best Practice. Resolution: • To finalize the SOP, Constitution of Club and Activity Planner of Quality Club.	IQAC Cell
6	Proposed Activity for Odd Semester A.Y 2024-25.	Discussion: Review of Proposed Activities: Presentation of the proposed activities for the upcoming semester,	IQAC Cell

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		<p>i. Awareness and Sensitization Program on “Engaging Pedagogies for an Effective Learning Environment” August 2023.</p> <p>ii. National Level Online Workshop on “New NAAC guidelines on Binary Accreditation and its methodology.” September 2024.</p> <ul style="list-style-type: none"> • A talk on “Mastering the Art of Crafting Winning Project Proposals for Government Funding” November 2024. Detailed discussion on the objectives, expected outcomes, and implementation strategies for each activity. <p>Additional Activities for Faculties</p> <ul style="list-style-type: none"> • As part of our continuous improvement and support for faculty members, it has been suggested to conduct additional activities for faculties on framing the Question paper based on OBE <p>Resolution: Review and Approval of Proposed Activities</p> <ul style="list-style-type: none"> • The committee will review the list of proposed activities for the upcoming semester and approved. • Conduct a hands-on Session on “Question paper framing” before the declaration of the Exam. 	
7	NAAC – SSR – DVV Data Collection Submission Process.	<p>Discussion:</p> <ul style="list-style-type: none"> • The process was explained and suggestions were asked for improvement if required. <p>Resolution: Endorsed the Presented Process.</p>	IQAC Cell
8	Proposed Amendments in Research Promotion Policy and Academic Awards Policy	<p>Discussion:</p> <ul style="list-style-type: none"> • Suggestions were asked for the proposed amendments drafted based on Feedback received from the Research Achievement Awards 2023. • CRI to proposed changes if any. 	CRI


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		Resolution: <ul style="list-style-type: none">Based on suggestion from CRI the policy to be amendment and deemed to be approve	
9	Any Other Agenda	Discussion: <ul style="list-style-type: none">Suggestion to include the students in Research Achievement awards were given by the Chair. Resolution: <ul style="list-style-type: none">The same will be recommended in the meeting as per the resolution of agenda No. 8.	IQAC Cell

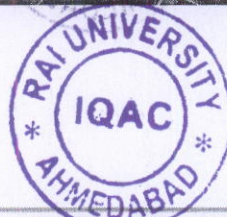
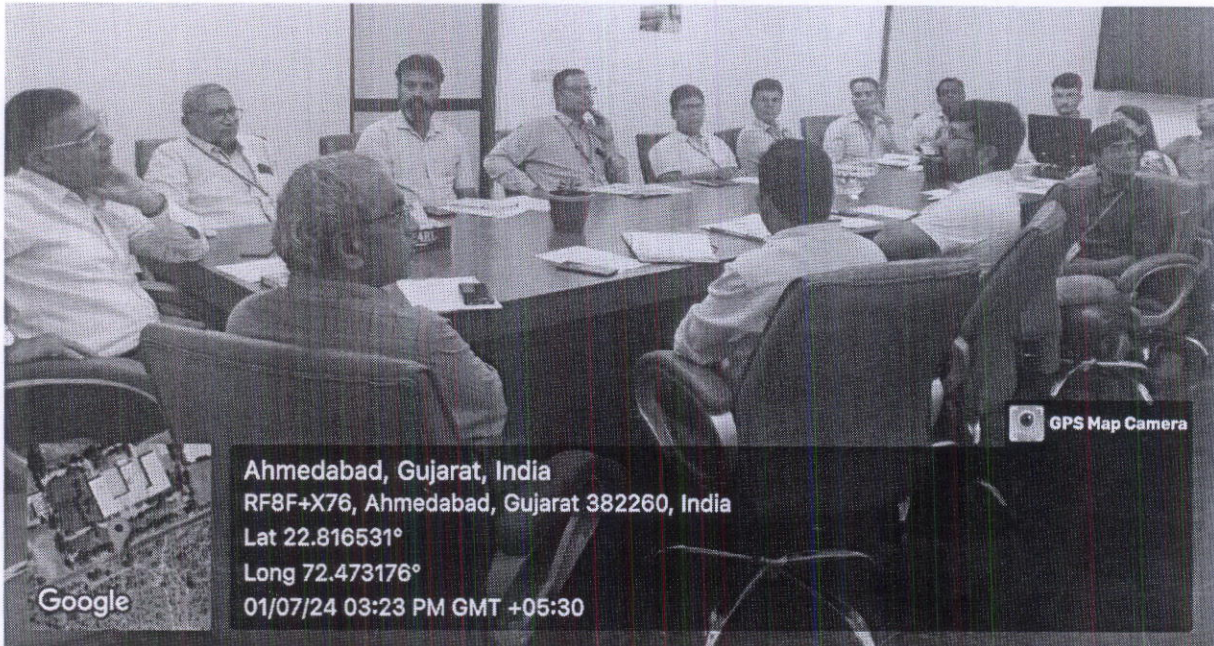

Signature 21/7/24
Mr. Yashesh Darji
IQAC Coordinator

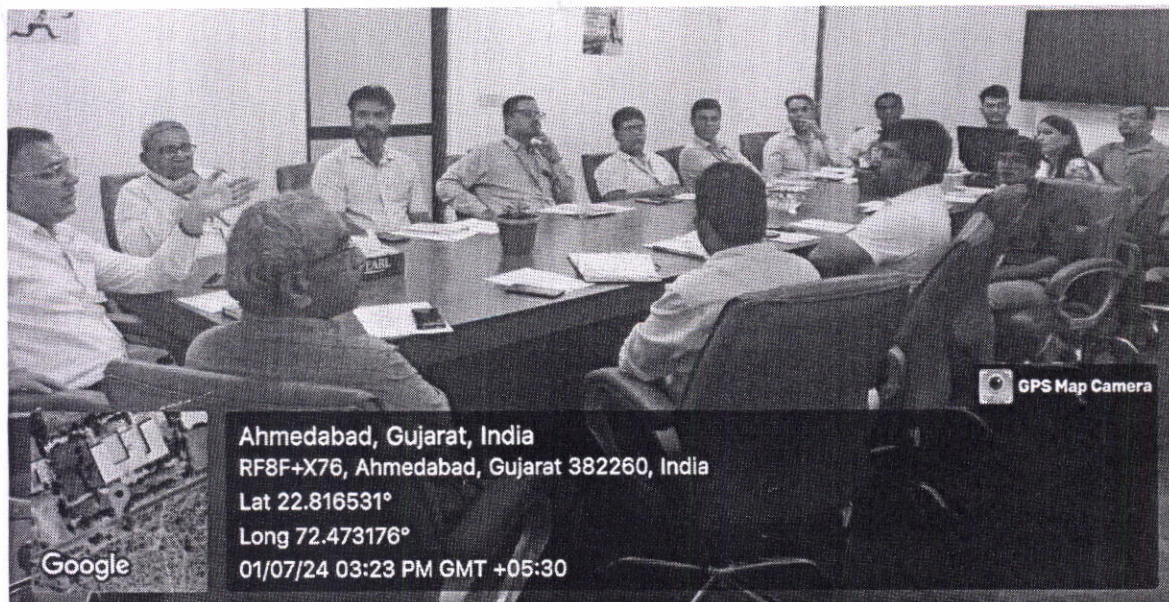

Signature
Dr. Anil Tomar
Provost, Rai University

Copy to:

1. Office of Provost
2. Office of Registrar
3. All Deans, Principals and Heads
4. IQAC MoM File

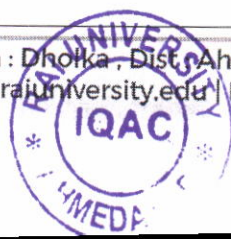


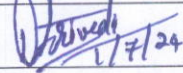
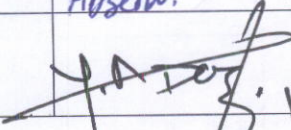




11th IQAC Meeting Attendees on 1st July 2024 for Mentioned Agenda.

Sr. no	Name	Status in Meeting	Signature
1.	Prof. (Dr.) Anil Tomar - Provost	Chairperson	
2.	Dr. G. G. Sastry - Academician	Sp. Invitee	
3.	Prof. Lalit Adhikari - Director Admission	Member	
4.	Mr. Veerendra Singh Nagoria - I/C COE	Member	
5.	Dr. Rajesh Yadav – Assistant Director, Physical Education and Sports	Member	
6.	Mr. Rajesh Nair- TPO	Member	Absent.
7.	Mr. Pragnesh Patel - Librarian	Member	
8.	Mr. Sanjeev Bhardwaj – Sr. Manager Admin	Member	
9.	Dr. Sandip Chandra – Associate Dean, RSMS	Member	
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19.	Mr. Priyank Nahar – Industrialist	Member	Absent
20.	Mr. Meet Bakotia – Core IQAC Member	Members	
21.	Dr. Shital Thacker – Core IQAC Member	Members	



22.	Mr. Dhruv Trivedi – Core IQAC Member	Members	 1/7/24
23.	Ms. Harshita Vyas – Core IQAC Member	Members	Absent.
24.	Mr. Yashesh Darji – Coordinator IQAC	Member Secretary	 1/7/24



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