RAI UNIVERSITY, AHMEDABAD

Established u/s (2f) of UGC Act, 1956, under Gujarat Private University (Amendment) Act 2012 (Gujarat Act No. 12 of 2012) & Recognized by Various Regulatory Bodies.

RU/AHD/PO-IQAC/2022/001

Date: 02/08/2022
Time: 10:30 am to 12:30 pm

MINUTES OF MEETING

Meeting of all the School Deans/ Principals and Heads of Department was called by Prof.(Dr.) Anil Tomar, Provost on 2nd August 2022.

Location of Meeting: Board Room

Meeting Called By:	Prof. (Dr.) Anil Tomar, Provost		
Attendees:	Prof. (Dr.) Anil Tomar	Prof. (Dr.) C.P. Sharma	Prof. Lalit Adhikari
	Prof. (Dr.) Sailesh Iyer	Dr. Ashish Rami	Prof. (Dr.) Sanjesh Rathi
	Mr. Veerendra Singh Nagoria	Dr. Nita Solanki	Mr. Pradeep Kumar Singh

The Provost and Director, Academics briefed the agenda and following points were discussed in the meeting to be implemented from Academic Year 2022-23:

1. IQAC Committee Constitution:
    IQAC Chairperson: Prof. (Dr.) Anil Tomar
    Senior Administrative Officers: Prof. (Dr.) C.P. Sharma
    Prof. Lalit Adhikari
    IQAC Coordinator: Prof. (Dr.) Sailesh Iyer
    IQAC Deputy Coordinator: Mr. Yashesh Darji
    Management Nominee: Mr. Veerendra Singh Nagoria
    Nominee from Employer: Mr. Priyank Nahar (Manager – HR & AT.)
    Nektor Engineers & Project Consultant
    Faculty Representation:
    - Dr. Sandip Chandra
    - Dr. Nita Solanki
    - Ms. Nareshwari Chovatiya
    - Mr. Dhruv Trivedi
    - Ms. Suchita Waghmare.

Industry Representation:

Alumni Representation: Tejal Laxkar, Kinjal Devmurari

2. Roles and Responsibilities of IQAC Committee are as follows:
    - Strength the Teaching Learning Process
    - Academic Audit Guidelines
    - Research policies for promoting research culture and organization of Conferences/Workshop/STTP etc.

    - Four Tier Students Feedback System (Faculty, Mentor, Principal, IQAC)
    - Examination Reform (Internal and External) including Examination Orders to paper setters and evaluators, measures for maintaining confidentiality of answer sheets and Remuneration for Examination related work.

3. Email Id Creation based on designation should be made.
4. Review and publish articles and research work in our University Journal named RISING (ISSN 2356 7752). Journal Subscription also to be added to Library.
5. International Conference to be organized at least one 1 per School per year.
6. Faculties and Departments to concentrate on Consultancy work and conducting workshops.
7. Student and Faculty Chapters like CSI, ACM etc to be started so that Student professional activities can be started.
8. Lab Enhancement requires a full time ITI practical skilled Lab Assistant to manage the lab maintenance and related work,
9. Lab Status to be updated by each School by 20th August 2022.
10. Student count to be maintained for each School for both morning slot and afternoon slot by student section.
11. Internal Exam (30 Marks including Mid (10 Marks), Class Test (10 Marks), Attendance and Assignment (5 Marks) and Best Practices (5 Marks).
12. Monthly Progress Report to be submitted from each School/Department at the end of every month.
13. All the Principals were asked to cooperate the TPO with respect to Placement and Alumni Details.

Signature

Director- Academics

Copy to:
1. Provost Office
2. Director, Academics Office
3. Registrar Office
4. All Deans, Principals and Heads

Copy for Information to:
1. Secretory Hon'ble Chair Person

2. Secretory to President
3. Secretory to Nominee of President

Name of Attendees   Signature

Prof. (Dr.) Anil Tomar

Prof.(Dr.) C.P. Sharma

Prof. Lalit Adhikari

Prof. (Dr.) Sailesh Iyer

Prof. (Dr.) Sanjesh Rathi

Dr. Ashish Rami

Mr. Veerendra Singh Nagoria

Mr. Pradeep Kumar Singh

Dr. Nita Solanki