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VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉદના-મગદલ્લા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

Tel : +91 - 261 - 2227141 to 2227146, Toll Free : 1800 2333 011, Fax : +91 - 261 - 2227312

E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

MINUTES

Meeting of Internal Quality Assurance Cell (IQAC) was held on 10/08/2021 at 1:00 PM through online/offline mode at room no. 205, administrative building, VNSGU, Surat. Following members were present in the meeting.

Sr. No. Name

1.	Dr. Kishorsinh N. Chavda	Hon'ble VC	Present
2.	Dr. Jaydip Chaudhari	I/C Registrar	Present
3.	Dr. Apurva A. Desai	Director, IQAC	Present
4.	Dr. B.J. Ankuya	I/C Librarian	Present
5.	Shri K.K. Surti	Estate Engineer	Present
6.	Dr. Narendra R. Patel	Deputy Registrar	Present
7.	Dr. Prakash Bacharwala	Assistant Registrar	Present
8.	Dr. Hitesh Vaghela	Assistant Registrar	Present
9.	Dr. K.H. Chikhalia	Head, IPR Section	Present
10.	Dr. Rakesh Desai	Professor & Head	Present
11.	Dr. Kiran Pandya	Professor & Head	Present
12.	Dr. Renuka Garg	Professor & Head	Present online
13.	Dr. Kapila Manoj	Professor & Head	Present
14.	Dr. Manisha Panwala	Professor	Absent
15.	Dr. Vibhuti Joshi	Professor	Present
16.	Dr. Pushpal Desai	Associate Professor	Absent
17.	Dr. Gaurav Shah	Assistant Professor	Present
18.	Prin. Dr. Mahendrasinh D. Chauhan	Principal	Present online
19.	Shri Sanjaykumar I. Desai	Member	Absent
20.	Dr. Hemali A. Desai	Principal	Present online
21.	Shri Ganpat B. Dhameliya	Member	Absent
22.	Dr. Kashyap Kharachiya	Member	Present
23.	Shri Bharatbhai Shah	Member	Absent

24.	Shri Harish Joshi	Member	Absent
25.	Shri Atik Desai	Member	Present online
26.	Shri Prakash Bhadra	Member	Absent

Dr. Apurva Desai, Director, IQAC welcomed all members of IQAC and gave a brief overview of progress of AQAR and SSR preparation. After briefing the house with the progress of SSR preparation the agenda of the meeting was taken one by one.

1. To approve the minutes of meeting of IQAC held on 23/04/2021.
The IQAC committee unanimously approved the minutes of the meeting of IQAC held on 23/04/2021.
2. To take a note of Annual Quality Assurance Reports of the University for the year 2019-20 returned back for changes and resubmitted.
IQAC took note of submission of AQAR 2019-20.
3. To discuss the progress of development of the perspective plan.
IQAC director presented the progress of the preparation of the perspective plan of the university. He informed the IQAC that the preparation is almost over and in the coming IQAC meeting it will be presented before IQAC.
4. To discuss the green audilens & ISO certification of VNSGU campus.
IQAC unanimously resolved to go for ISO certification, Energy Auditing and Green Auditing of the university. The IQAC requested the administration to get these tasks done as early as possible.
5. To discuss the implementation of automated student feedback system for various departments of the university from the current academic semester.
IQAC Director informed committees that the automated feedback module for collecting feedbacks from the student is ready. In light of this, the IQAC resolved to implement the automated feedback system in all the departments of the university. The director also presented a format of Student's feedback on Course Curriculum format before the committee. The IQAC accepted the format and resolved to implement it from the current academic year in all the departments on the campus.
6. To discuss the possibilities for creating separate hostel for International students.
The IQAC unanimously recommends the syndicate to create a new hostel having rooms with kitchenate facility for international students.
7. To discuss the issue of vacant positions in teaching & non-teaching staff.
The IQAC critically discussed the situation of vacant teaching and non-teaching position in the university. The Registrar (I/C) briefed the committee the progress of the process

to fill various positions. Considering the pro-active progress, the IQAC requested the office of the Registrar (I/C) to speed-up the process to fill various positions in the university.

8. To discuss the results of various examinations conducted in the university.
The result data of academic year 2018-19, 2019-20, 2020-21 were presented before the committee. The committee deliberated on the primarily analyzed data. Based on the presented analyzed result data during the IQAC meeting, it is resolved to offer consultancy project worth Rs. 10,000/- to a suitable faculty from the department of Statistics, Economics, HRD or Education. Further, it was advised to appoint an analyst to be appointed is advised to carry out analysis in terms of category, gender, student profile, Infrastructure etc. in the department.
9. To discuss creation of Girls/ladies room facilities in all the departments and administration wing with adequate facilities.
IQAC unanimously resolve to create 'Girls' room facilities in all those buildings/departments where such facility is not available. IQAC also requested the estate section to verify and check such facilities where ever it is available. If girls' room facilities is not found proper, the IQAC requested estate section to take corrective measure to bring them in proper shape.
10. To get membership of web of science/Scopus in the university library.
IQAC Resolved to get membership of Web of Science and SCOPUS. After discussing the status of availability of e-resources in the library with librarian (I/C), the IQAC also resolved to renew the subscription of all e-journals which were available earlier for the access in the university.
In addition to these the IQAC also resolved to subscribe for "British Library" and to avail Easy Proxy for the remote access of e-resources availed by the university.
11. To discuss the modality to improve quality of research publication in the university.
The members of the IQAC at length discussed the prevailing standard of the research that is taking place in the university and various ways to encourage faculties and research scholars for producing quality research publications etc. After thorough discussion and deliberations, IQAC unanimously resolved to take following actions to improve quality of research and research publications.
 - i. It is recommended to increase the budgetary provision for participating in national and international conferences and workshops etc.
 - ii. It is also recommended to increase participation grants as below.
upto Rs. 20,000/- (Travel & Registration) for events within India and upto Rs. 50,000/- or (50% of Travel & Registration), whichever is less for Events outside India.
 - iii. Non- teaching staff members may also avail this grant.
 - iv. It is also recommended that all the SFI programs/departments to make provision of atleast Rs. 15,000/- per teacher every year under the research head

and provide this fund to teachers to participate in domestic conferences, workshops, etc. This grant cannot be clubbed with that mentioned in (point. ii above). However, teacher can avail both the grants to participate in two different events.

- v. It is also recommended to encourage various departments to take institutional membership of renowned national/international Institute/ Organization.
- vi. Modality to be developed to facilitate the researchers, whose research paper is published in the journal of highest quality of respective area of respective area of research.

12. To discuss provision of remedial classes in all the programs of all the departments.

The IQAC unanimously recommended that all the departments, in all programs, must create provision of remedial classes and the same must be carried out as a part of their regular time-table.

13. To discuss utilization of publication grants in the university.

Considering the pandemic situation in the country, the IQAC resolved to publish a book/volume entitled "Addressing COVID 19 Realities: Issues and Strategies".

**Editorial Board: Dr. Rakesh Desai,
Dr. Apurva Desai
Dr. Jaydip Chaudhari
Dr. Gaurang Rami**

Other member of sub-editors will be determined by the board of editors.

14. To discuss the letter of API verification sub-committee.

Matter is in Abeyance.

15. To discuss the E-mail of Dr. Snehal K. Joshi, Dean, Faculty of Computer Science regarding resolution no. 21 of Academic Council dated 12/07/2021.

Matter is in Abeyance.

16. To discuss the development of utilization policy for Laboratory, Library etc.

The IQAC unanimously resolved to ask all the departments to create a policy to use their resources like laboratory, library, ground etc.

17. To discuss letter of Dr. N. B. Joshi vide letter no. PA/NBJ/CAS/505/2021, dated 10/02/2021.

The IQAC resolved that the letter of Dr. Nilesh Joshi No. PA/NBJ/CAS/SOS/2021 dated 10/12/2021 be accepted and it is recommended to the syndicate.

18. With the permission of chair administrative section matter dated 03/08/2021 is put before the committee to discuss and take appropriate decision.

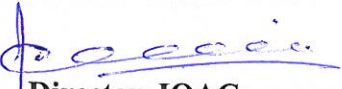
It is resolved to be accepted and it is recommended to syndicate.

19. With the permission of chair the IQAC office brought UGC public notice No. F.1-1/2020(SECY) date 20th April, 2020 regarding self-plagiarism into consideration.

The IQAC unanimously took a note of this public notice, and asks the university to take necessary action to follow the provision mentioned in the public notice issued by the UGC.

No. IQAC/11280/2021

Date: 17/08/2021


Director, IQAC

