



Re-Accredited 'B' 2.82 CGPA by NAAC

VVEER NARMAD SOUTH GUJARAT UNIVERSITY

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

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

શુભિવર્સિટી કંપસ, ઉદ્દના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

Telegram : VNNGU, Telephone : +91 - 261 - 2227141 to 2227146, 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 14/10/2014, 3:00 pm at Room No. 205, Vahivati Bhavan, VNNGU Campus. Following members were present in the said meeting.

Sr. No.	Name		
1.	Dr. Dakshesh Thakkar,	Honble VC	Present
2.	Dr. J. R. Mehta,	Registrar	Present
3.	Dr. Apurva Desai	Prof. & Head, Director, IQAC	Present
4.	Dr. Ganesh S. Parmar	Prof. & Head, (Member)	Absent
5.	Dr. Rakesh N. Desai	Prof. & Head, (Member)	Present
6.	Dr. Piyush V. Desai	Prof. & Head, (Member)	Present
7.	Dr. R. D. Patel	Prof. & Head, (Member)	Present
8.	Dr. Kiran Pandya	Prof. & Head, (Member)	Present
9.	Dr. V. B. Patel on b/o Dr. Renuka Garg	Professor	Present
10.	Dr. K. C. Poria	Prof. & Head, (Member)	Present
11.	Dr. H. D. Doctor	Prof. & Head, (Member)	Present
12.	Shri Mahendra Katargamwala	President, (Member)	Absent
13.	Shri Hemantbhai Desai	Member	Absent
14.	Shri Jitubhai Desai	Member	Absent
15.	Dr. Jagdishchandra Gurjar	Prof. & Head, (Member)	Present
16.	Dr. Rustam Morena	Professor (Member)	Present
17.	Dr. J. K. Vanparia	Deputy Registrar	Present
18.	Dr. A. N. Malviya	NSS, Co-ordinator	Present
19.	Shri H. D. Vaghela	I/C Deputy Registrar	Present

Dr. Apurva Desai, Director, IQAC welcomed the members and gave details of actions taken on the decisions made in the earlier meetings.

1. The first step in the process of the development of the...

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- 2. The second step in the process of the development of the...
- 3. The third step in the process of the development of the...
- 4. The fourth step in the process of the development of the...
- 5. The fifth step in the process of the development of the...
- 6. The sixth step in the process of the development of the...
- 7. The seventh step in the process of the development of the...
- 8. The eighth step in the process of the development of the...
- 9. The ninth step in the process of the development of the...
- 10. The tenth step in the process of the development of the...

The process of the development of the... is a complex one, involving many different factors. It is a process that is ongoing and constantly evolving. The first step in the process is the identification of the need for the... This is followed by the development of a plan, which is then implemented. The process continues until the... is fully developed and operational.

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After thorough discussion, following decisions were taken unanimously by IQAC.

(1) To approve minutes of meeting dated 13/05/2014.

Resolved to approve with following correction.

IQAC Meeting Resolution No. 1 dated 13/05/2014

To make following correction in Guidelines Para No. 1. 6 considering IQAC meeting resolution no. 3 dated 10/12/2013 and Syndicate meeting resolution No. 69 dated 21/12/2013.

“For Assistant Professor who is working under Self Finance Programme on Five year contract basis, Assessment Period starts from the date on which he/she has confirmed and placed in 6000 AGP”

instead of above be read as under

“For Assistant Professor who is working under Self Finance Programme on Five year contract basis, Assessment Period starts from the date on which he/she has appointed and placed in 6000 AGP”

(2) To discuss actions taken on decisions of previous meetings.

Resolved to accept proforma prepared by Dr. Apurva Desai, Director, IQAC regarding submission of proposal for organization of seminar/workshop etc.

(3) To discuss preparation of RAR for next accreditation.

Resolved to request Hon'ble Vice-Chancellor to appoint steering committees and other committees for preparing RAR.

(4) To discuss implementation of taking "students' feedback".

Resolved to circulate students' feedback performa to all members of IQAC for inviting suggestions. It was also resolved to accommodate all necessary suggestions.

(5) To discuss preparation of a University Act, Statutes and Ordinance volumes.

Resolved to inform existed committee constituted to finalize volume at earliest. It was also resolve to add Dr. Kiran Pandya to expedite the matter at earliest.

(6) To discuss performa of preparing syllabus of a programme.

Resolved to accept the template for preparing syllabus. It was further resolved to inform all BOS to prepare atleast their PG syllabus in the prescribed format.

(7) To start

- (i) A Film Club
- (ii) A Photography Club

Resolved to start following Clubs at University Campus

Sr No	Name of Club	Co-ordinator to be appointed
1.	Film Club	Dr. Dhaval Mehta, Assistant Professor, DBIM
2.	Photography Club	Dr. Ravi Gulati, Associate Professor, Computer Science Department
3.	Music Club	Dr. S. S. Rao, Professor & Head, Economics Department
4.	Sports Club	Shri David Paul, Director, PE&YW
5.	Book Review Club	Responsibility to be assigned to University Central Library

(8) To discuss initiation of

- (i) VNSGU Golden Jubilee Research Award for Best Ph.D. research in each faculty
- (ii) VNSGU IQAC Research Award for best M.Phil research in each faculty
- (iii) VNSGU Golden Jubilee Award for Best Employee Award

Resolved to recommend to Syndicate for introduction of following awards and to circulate proforma to all HoDs for inviting suggestions.

- (i) VNSGU Golden Jubilee Research Award for Best Ph.D. research in each faculty
- (iii) VNSGU IQAC Research Award for best M.Phil research in each faculty
- (iv) VNSGU Golden Jubilee Award for Best Administrative Employee Award
- (v) VNSGU IQAC Award for Best Teaching Employee Award

Further resolved to award medal and a certificate to all the awardees.

- (9) To appoint centralized placement officer / career guidance officer
Resolved to assign additional responsibility to Shri Darshan Purohit, Placement Officer, DBIM for centralized placement and career counseling activities of the campus.

- (10) To prepare an analytical report on the basis of faculty self-appraisal
Resolved to inform HOD of respective departments to prepare Analytical Report and same shall be placed before IQAC at earliest.

- (11) To discuss modality to organize alumni meeting.
Resolved to inform all HoDs to organize alumni meeting event of their department at earliest.

- (12) To prepare University Vision-Mission Document
Resolved to prepare University Vision-Mission document at earliest.

- (13) To discuss initiation of "Green Campus – Clean Campus " mission on VNSGU Campus.
Resolved to initiate 'Green Campus – Clean Campus' drive at VNSGU Campus and to place appropriate banners at various places at campus as part of Drive.

- (14) To discuss initiation of "Tobacco free campus" mission on VNSGU campus.
Resolved to initiate 'Tobacco free campus' drive at VNSGU Campus and to place appropriate banners at various places at campus as part of Drive.

(15) To discuss organizing a quality assurance seminar

Resolved to organize quality assurance seminar at campus at earliest from the grant sanctioned by NAAC.

(16) To take note of Gazette related to promotion of teachers.

Resolved to take note of Gazette related to promotion of teachers of UGC Regulations 2013m, 2nd Amendment and to take necessary action to implement the same.

(17) In addition to the agenda following points were discussed and resolved

- to create Braille Books Corner in central library
- to rename the committee constituted for assessing minor/major research proposal to research cell for promotion of research
- to upload all thesis of Ph.D. and M.Phil. Shodhgaganaga (INFLIBNET).

Dt : 10/11/2014

Registrar



No: TgAc(1303)/2014

