



Where talent meets opportunity

SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES

Ref: IQAC/SSSUTMS/020

Date: 21st Dec 2020

MINUTES OF MEETING INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Academic Year 2020-21)

Date: 21 Dec 2020, **Time:** 2:30 PM, **Venue:** Online on Google Meet

After ascertaining the quorum of the meeting Director IQAC started meeting with the permission of the chair and welcomed all the members of university IQAC.

AGENDA

- Agenda 1:** Review of minutes of previous IQAC Meeting and subsequent
- Agenda 2:** Action Taken Report (ATR) on minutes of previous IQAC Meeting
- Agenda 3:** Responsibilities deviation of NAAC criteria
- Agenda 4:** Responsibilities distribution of NAAC criteria
- Agenda 5:** Review of Online Classes
- Agenda 6:** Monitoring of Online Classes

The IQAC meeting for Academic Session 2020-21 was held on 21 Dec 2020. The following members attended the meeting.

Sr. No.	Name	Designation	Post
Chairperson:			
01	Dr Mukesh Tiwari	Vice Chancellor	Chairman
02	Dr. G.R. Selokar	Professor	Member
03	Dr Sanjay Rathor	Professor	Member
04	Dr Neelesh Chaubey	Professor	Member
05	Dr. Pushendra Sharma		
06	Dr. Nilesh Diwakar		
07	Dr CK Tyagi	Professor	Member
08	Dr Minakshi Pathak	Professor	Member
09	Dr. Jitendra Sheetlani	Professor	Member
10	Dr Hemant Sharma	Professor	Member
11	Dr. Anuradha Devi	Professor	Member
12	Dr Babina Bohra	Profess	Member
13	Dr Vijay Prakash Singh	Associate Professor	Member



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14	Dr. Sunil Kumar Shah	Associate Professor	Member
15	Dr. Kailash Patidar	Associate Professor	Member
16	Dr. Prashant Singh	Associate Professor	Member
17	Dr. Harsh Lohiya	Associate Professor	Member
18	Dr. Harsh Pratap Singh	Associate Professor	Member
19	Dr. Dhananjay Yadav	Associate Professor	Member
20	Mr. Ravi Patle	Senior Admin Officer	Member
21	Dr Dheeraj Agrawal	Expert on Quality Management/ Industry/ Local Community	Member
22	Dr R. C. Dhaven		Member
23	Dr. Anup Singh		Member
24	Dr. A. A. Ansari	Professor & Director IQAC	Member Secretary

Director IQAC presented the agenda items for discussion:

Agenda 1: Confirmation of minutes of previous IQAC Meeting held on 22 July 2020.

Resolution: The minutes of the meeting were readout with a formal discussion with all IQAC members. These minutes of the meeting were approved by the IQAC members.

Agenda 2: Action Taken Report of minutes of previous IQAC Meeting was presented. IQAC took note of ATR.

Resolution: The previous IQAC meeting was conducted on 22 July 2020. The minutes of the meeting were readout with a formal discussion with all IQAC members. These minutes of the meeting were approved by the IQAC members.

Agenda 3: Responsibilities redistribution of NAAC criteria

Resolution: Criteria of NAAC format were divided among criteria coordinator

Part A: IQAC Office

Part B:

Criterion 1: Dr Anuradha Devi

Criterion 2: Mr. Vikas Patidar

Criterion 3: Dr. Dharmendra Singh Rajput

Criterion 4: Mr Prakhar Dubey

Criterion 5: Dr Vijay Prakash Singh

Criterion 6: Dr Pradeep Maheshwari

Criterion 7 Dr Hemant Sharma



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Agenda 4: Criteria coordinator are required to complete their respective criteria and mail it in Director IQAC.

Resolution: It was decided that a document will be prepared covering the major questions that need to be answered for IQAC report and will be shared with each department. They will be required to fill out the information and submit it at the end of each semester.

Agenda 5: Review of Online Classes:

Resolution: A details report of online classes was presented by Dean Academic all IQAC members were satisfy with the process following to deliver online classes to the students.

Agenda 6: Monitoring of Online Classes:

Resolution: IQAC member decided that all HODs will closely monitor the online classes and will report to Dean daily till 5:00 PM with following details

- Course Name
- Teacher Name
- Subject Name:
- No. of students present in the class

Any other point with permission from the chair

- Dr CK Tyagi suggested each school may organize online meeting with Alumni during COVID-19 pandemic.
- Dr. Dhananjay Yadav suggested giving 5 minutes break between the classes to give rest to student's eyes.

The proposed month of next University IQAC meeting was declared as Feb 2021.

Vote of Thanks:

There were no further points, the meeting was declared close with vote of thanks by Dr. A. A. Ansari

**Dr. A. A. Ansari
Director IQAC**



**Prof. Mukesh Tiwari
Vice Chancellor**