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SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES

Ref: IQAC/SSSUTMS/ 032

Date: 7th May 2022

MINUTES OF MEETING INTERNAL QUALITY ASSURANCE CELL (IQAC) (Academic Year 2021-22)

Date: 07 May 2022, **Time:** 2:30 PM, **Venue:** Board Room, Block – A

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

AGENDA

Agenda 1: Review and Approval of minutes of previous IQAC Meeting

Agenda 2: Action Taken Report (ATR) on minutes of previous IQAC Meeting

Agenda 3: Academic preparation for upcoming semester

Agenda 4: Collection of data to apply for NAAC

Agenda 5: Any other point with permission from the chair

The IQAC meeting for Academic Session 2021-22 was held on 07 May 2022. The following members attended the meeting.

Sr. No.	Name	Designation	Post
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	Professor	Member
06	Dr. Nilesh Diwakar	Professor	Member
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
14	Dr. Sunil Kumar Shah	Associate Professor	Member
15	Dr. Kailash Patidar	Associate Professor	Member
16	Dr. Prashant Singh	Associate Professor	Member



Where talent meets opportunity

SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES

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	Member
22	Dr R. C. Dhaven	Management/ Industry/ Local Community	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 19th Feb 2022.

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 19th Feb 2022 at 2:30 PM. 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.

Sr. No.	Recommendation given by IQAC Committee	Action Taken for Implementation & Outcomes
1.	To encourage research potential of the teachers and motivate them to get major and minor research projects from government, non government and other funding agencies	Discussions - Dr. C. K. Tyagi accentuated on various activities such as arranging workshops on IPR and writing research proposals. Action Taken - Dr. C. Tyagi has taken initiative to organize workshop on IPR, writing research proposals and copywriting.
2.	Develop a concurrent feedback system from the students under teaching- learning process.	A feedback form for students created and administered at the end of every semester.

Above action taken report is noted by all the IQAC Members.

Agenda 3: Academic preparation for upcoming semester



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SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES

Resolution: After deliberation, it was agreed that the Heads of Departments (HODs) will allot the subjects for the upcoming semester to faculty members one month in advance, to allow them adequate time to prepare and deliver high-quality content.

Agenda 4: Collection of data to apply for NAAC

Resolution: After formal discussion it was decided responsibilities should be given to senior faculty and administrative staff to fill details of NAAC Performa criteria wise. Registrar will assign these responsibilities to faculty/staff members

Agenda 5: Student's Feedback

- Students provided suggestions on teaching-learning methodology.
- Students suggested that they should be imparted training on facing Job Interviews specifically for Campus Recruitment Drive.
- Exposure to latest developments and advances should be known to the students
- Syllabus should be updated periodically to keep the students alongside with the latest trends in the Industry

Resolution:

- All departments were asked to design their knowledge imparting method in such a way that its imparting method goes beyond lecture method.
- Mock Interview Sessions should be organized in all the departments in coordination with HR Department.
- Responsibility was assigned to All HODs to organize expert talk with industry expert. This will help them to interact with the resource persons and was motivated to do higher studies and take up jobs which has a challenging future ahead.
- Departments should add more specialization courses which are the requirement of future.

Agenda 6: Teacher's Feedback

- HOD's were asked to elaborate the topics in syllabus where needed.
- HOD's were asked to review the syllabus where needed to reduce the gap between current global scenario and Academics.



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SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES

- Faculties were asked to suggest the name of books as per the new latest edition in the syllabus.
- HOD's were asked to add more value added courses in the syllabus after taking approval from board of studies.

Resolution:

Responsibility was assigned to HODs and Dean Academics to find the best solution with the discussion Teachers.

Alumni Feedback

- Find the relevance of the curriculum of your degree in relevance with higher studies.
- Find the relevance of the curriculum of your degree with respect to your current job.
- How do you find the relevance of the curriculum of your degree with respect to your ability to link theory to practice.
- How do you find the relevance of the curriculum of your degree with respect to your IT knowledge?

Agenda 7: Any other point with permission from the chair

Resolution: The suggestion to establish guidelines for Placement, Research, and Innovation was put forth by Dr. Anuradha Devi.

External Remark: Dr. R. C. Dhaven expressed gratitude for being invited to the forum and recommended that endeavors towards Placement, Research, and Innovation could serve as valuable criteria for scoring in NAAC.

Closing remark by Chairman:

The Chairman has stated that IQAC has improved academic and administrative quality. Members of IQAC are given valuable input.

The proposed date for next University IQAC meeting was declared as 20 August 2022.

Vote of Thanks:



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

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

**Prof. Mukesh Tiwari
Vice Chancellor**

