

AGENDA

21st Meeting of Internal Quality Assurance Cell (IQAC), CHARUSAT

Date: April 19, 2025 (Saturday)

Time: 2:00 pm

Venue: Board Room, Admin Building

The 21st meeting of Internal Quality Assurance Cell (IQAC) was held on Saturday, April 19, 2025, at 02:00 p.m. at Board Room, Admin Building.

Following members/invitees were present:

Sr. No.	Name	Designation
1.	Dr R V Upadhyay	Provost, CHARUSAT
2.	Dr Atul Patel	Dean, Academics Registrar, CHARUSAT
3.	Dr. Datta Madamwar	Scientific Advisor of CHARUSAT
4.	Dr. Shailesh Khant	I/C Dean, Research
5.	Dr. Vijay Chaudhary	Dean, Faculty of Technology and Engineering
6.	Dr. Bhaskar Pandya	Dean, Faculty of Humanities
7.	Dr. Sanskruti Patel	Dean, Faculty of Computer Applications
8.	Dr. Gayatri Dave	Dean, Faculty of Sciences
9.	Dr. Samir Patel	Dean, Faculty of Pharmacy
10.	Dr. Reshma Sable	Dean, Faculty of Management Studies
11.	Dr. Dhara Patel	Dean, Faculty of Medical Sciences I/c Principal : Bapubhai Desaibhai Patel Institute of Paramedical
12.	Dr. Trushit Upadhyaya	Principal, Chandubhai S Patel Institute of Technology
13.	Dr. Manan Raval	Principal, Ramanbhai Patel College of Pharmacy
14.	Dr. Bankim Patel	Principal, Devang Patel Institute of Advance Technology and Research
15.	Dr. Binit Patel	Principal, Indukaka Ipcowala Institute of Management
16.	Dr. Dharmendra Patel	Principal, Chandaben Mohanbhai Patel Institute of Computer Application
17.	Dr. Dhruv Dave	Principal, Ashok & Rita Patel Institute of Physiotherapy
18.	Dr. Anil sharma	Principal, Manikaka Topawala Institute of Nursing

Sr. No.	Name	Designation
19.	Dr. S. M Shah	Director, Narsinhbhai Institute of Computer Studies and Management, Kadi
20.	Mr. Manish Nandpal	Student Member
21.	Dr. Mayur Sutaria	Coordinator, IQAC
22.	Dr. Mrunali Patel	Deputy Coordinator, IQAC
23.	Dr. Aditi Buch	Deputy Coordinator, IQAC
24.	Dr. Kawaljit Randhawa	IQAC Member

Following members could not attend the meeting:

Sr. No.	Name	Designation
1.	Shri H T Patel	BoM Member
2.	Shri Ashok Patel	Advisor of CHARUSAT
3.	Dr. Abhishek Dadhania	Principal , P. D. Patel Institute of Applied Science
4.	Prof. Kamalnayan Joshipura	Retired Professor, S.P. University
5.	Shri Nilesh Ranpura	Director Engineering- ASIC, Einfochips
6.	Prof. Kalpesh. H. Wandra	Pro Vice-Chancellor, RRU
7.	Mr. Pranav Patel	Alumni Member

The Coordinator, IQAC-CHARUSAT formally welcomed all the members to the meeting and meeting proceeded with the planned agenda as under.

AGENDA, PROCEEDINGS AND RESOLUTIONS:

Agenda Item No. 21.1 | For Confirmation; Minutes of the 20th meeting of IQAC held on January 10, 2024.

Proceeding: The minutes of the 20th meeting of IQAC were circulated to all the committee members through an email. The same was put forward for the approval.

Resolution:

The committee confirmed the minutes of 20th IQAC meeting.

Agenda Item No. 21.2 | For Information; Actions taken on the agenda items of the 20th IQAC meeting

Proceeding: The Coordinator, IQAC, briefed about the actions taken on the agenda items of the 20th IQAC meeting.

Items	Particulars	Actions/Remarks
20.1	For Confirmation; Minutes of the 19 th meeting of IQAC.	The minutes were confirmed by the committee and hence, no action was required to be taken.
20.2	For Information; Actions taken on the agenda items of the 19 th IQAC meeting	The members noted and confirmed the action taken on the items of 19th IQAC meeting and hence, no action was required to be taken.
20.3	For Discussion; CHARUSAT Curriculum and Credit Framework (aligned with NEP and UGC/AICTE guidelines).	The proposal was approved by the committee members and accordingly, it was further forwarded for consideration in the 28th Academic Council Meeting held on 25th April, 2024 (resolution no. 28.24.10.A) which was duly approved and the same is implemented from the academic year 2024-25
20.4	For Discussion; Inclusion of 2 credits compulsory course on Community Service/ NSS/ NCC/ Sports; and provision to earn extra credits based on undertaking Research/ Academic/ Cultural/ and other Developmental activities	- The proposal was approved by the committee members and accordingly, it was further forwarded for consideration in the 28th Academic Council Meeting held on 25th April, 2024 (resolution no. 28.24.10.B & C) which was duly approved and the same is implemented with effect from the academic year 2024-25 - Compulsory course basket includes ✓ CUUV101: Community Engagement and Sustainable Development (CESD) ✓ CUUV102: Physical Education and Sports (PES) ✓ CUUV103: National Cadet Corps (NCC) - Provision to award extra credits has been offered to the students of B.Tech and B.Pharm programmes in academic year 2024-25.
20.5	For Information; Academic and Administrative Audit 2022-23	- The information was noted and audit report was approved by the committee members. - Based on review of accreditation and ranking parameters, University and institute level benchmarks are defined considering strategic plan, infrastructure and human resources available at university. These benchmarks are communicated to constituent institutes during audits of the 2022-23 academic year.
20.6	For Discussion; Policy on Awarding Honorary Doctorate Degree	The adoption of the policy has been put in abeyance as per decision taken in the Board of Management Meeting.

20.7	For Discussion; Policy on Guru - A Margdarshak Award	The e-governance module is under development. Initially, the teacher's score would be reviewed before finalizing the policy.
20.8	For Discussion: Amendment in the Policy for Employee Development and Research Support Schemes	The amendment has been implemented with effective from 01-07-2024.

Resolution: All actions taken were noted and endorsed by the committee.

Agenda Item No. 21.3 | For Discussion; Review of Strategic Plan

Proceeding:

The coordinator briefed regarding the genesis of CHARUSAT strategic plan 2021-2026 (five years) based on its vision, strengths, opportunities and challenges. Accordingly, the strategic dimensions identified across three Core Performance Areas: Teaching, Learning and Assessment; Research Development and Innovation; Extension and Community Services were shared.

In this regard, coordinator then shared about the initiative undertaken towards mid-term review of the goals set in the strategic plan and their importance in planning the future course of actions. Detailed statistical analysis of the performance status at the end of three years, was circulated to the members in advance for their reference and review. In line with the same, the summary of the quantitative performance statistics was discussed to be as under:

Sr. No	Dimension	Achievement status
1.	Enhancing and Broadening Teaching- Learning Process	84%
2.	Strengthening Research & Innovation	97%
3.	Student services and Enhancing Students' Life on the Campus	65%
4.	Strengthening Societal Interaction: Charotar, Industry and the Society at large	67%
5.	Strengthening of Infrastructure and Learning Resources	94%
6.	Faculty and Human Potential	76%

Further, attention was also drawn towards aspects requiring focused efforts, along with suggestions on tactical actions possible. Input from the attendees on these aspects were also sought.

Resolution:

The committee members noted the overall performance of the university and appreciated the achievement of the goals across various dimensions, as well as the governance and leadership making it possible. The need to devise mechanisms to perform better across certain parameters like financial support for students' start-up and innovation projects, enhancing number of full-time PhD students and post-doctoral fellows, appointing Professors of Practice/Professor Emeritus was acknowledged as a collective responsibility, with an appeal to ensure optimal resource utilization.

Agenda Item No. 21.4 | For Discussion; Policy for Research Seeding and Support Program***Proceeding:***

The coordinator initiated the discussion on this agenda with a remark that the university is already providing financial support to students and faculty members at various levels, through assorted mechanisms functioning in silo. In order to maintain a unified record, streamline the fund disbursement and maximize the beneficiaries of this support system, a coherent process was realized as necessary. With this briefing, the policy for ***Research Seeding and Support Program*** was proposed for enhancing the scopes of the existing support system and more effective implementation.

Major highlights of the research seeding program including the aims and objectives, various schemes and their eligibility criteria as well as its prospective modes of execution were shared and subsequently the agenda was opened for discussion.

The overall structure of the research seeding program was well received and fetched several constructive suggestions from various members, the excerpts of which are as under:

- Dr. Manan Raval expressed concern over the per student financial support of Rs. 20,000/- proposed under Scheme-I of *Special Research Ignition Grant*, as being slightly limiting considering the current commercial values of the consumables and requested to look into the matter.
- Dr. Bankim Patel and Dr. Trushit Upadhyaya shared their opinion regarding the Scheme-II for student support as applicable under *Research Ignition Grant* and/or Pilot projects. According to their opinion, instead of placing a fund limit of Rs. 50,000/- per student, it should be subject to need and quality of the proposal (citing iCreate initiative as the model).
- Provost, CHARUSAT shared some useful suggestions based on his experience of academic research, which are briefed as under
 - TRL0 should be introduced, considering that most student-level projects in academic framework shall be of basic and primary nature
 - Re-consider aligning the student-level project funding schemes with TRLs, looking into its practical feasibility
 - While most projects at university level align with TRLs 0-3, a lacuna is observed for projects reaching TRL 4-6. This should be considered while identifying/scrutinizing projects for 'uncapped funding'. Additionally, projects aligning with TRLs 7-9 require a huge funding, which may not be supported uni-directionally by the university
 - Total fund allocation for each category may be finalized with the Registrar's intervention for effective design and deployment of the policy
- Registrar, CHARUSAT, emphasized that the university is committed to support the innovation and research at both student and faculty level, however, a collective responsible use of the funds and resources is advisable and expected. He further added that all students must be given the opportunity to explore the said policy and institutional leaders must devise effective ways to maximally cater to student innovations, without restricting to the proposed fund caps
- A collective realization was that for smoother execution, student level research and innovation support schemes shall be handled at institutional level

Resolution:

- Research seeding program structure to be amended to include TRL 0 as well as to accommodate prospects for research studies of non-technological nature like social sciences, literature,

language, library sciences and other similar ones aligning with the university's academic framework and potential

- Minor amendments in the faculty and student level research schemes should be incorporated as discussed and the amended policy should be shared with the members for further suggestions.
- After incorporating the suggestions received from the stakeholder, if any, the amended policy should be forwarded to Dean, Research for obtaining the overall financial allocation from the university under *Research Seeding and Support Program* and subsequent implementation of the schemes.
- Student level research and innovation schemes should be implemented at institutional level. A summary of the fund support extended must be available at university level through a dedicated channel, preferably through e-Governance

Agenda Item No. 21.5 | For Discussion; Policy for Adjunct Professor and emeritus Scientist

Proceeding:

The guidelines for CHARUSAT Adjunct Professor and Emeritus Scientist Schemes were circulated with the members in advance, for review and reference. The coordinator shared various facets of the guidelines. No specific suggestions were received during the discussion.

Resolution:

The committee noted and endorsed the guidelines and agreed to forward the same for further approval.

Agenda Item No. 21.6 | For Discussion; IQAC Planning for 2025-26

Proceeding;

The proposed planning of the IQAC activities for the forthcoming academic year were circulated within the members in advance. The aspects like AQAR Preparation, Conducting AAA, Applying for NIRF/GSIRF & Ranking, Planning of Academic Calendar and Other Routine activities were covered.

Resolution:

IQAC shall engage in self-assessment of university profile and execute the other annual activities as planned.

Agenda Item No. 21.7 | For Information; Academic and Administrative Audit 2023-24

Proceeding:

The coordinator shared the process undertaken for carrying out the Academic and Administrative Audits of the constituent institutes for AY 2023-24, with the involvement of six renowned national experts (from outside Gujarat). He informed about the overall summary of the audit, highlighting certain key observations and recommendations criteria-wise, while sharing that the detail parameter-wise reports were shared with respective institutes.

Resolution:

The committee noted the AAA recommendations and endorsed the need to undertake diligent measures to address the same.

Agenda Item No. 21.8 | For Information; Annual Quality Assurance Report (AQAR) 2023-24

Proceeding:

The coordinator shared that the AQAR has been prepared and it has been approved in the 18th joint meeting of the GB & BOM. The same shall be submitted to NAAC HEI Portal, once portal would be open for the Western Region. Comparatively analysis of criteria-wise data for academic year 2022-23 and 2023-24 was also discussed to understand university's overall performance.

Resolution:

The committee members noted the performance statistics and agreed to its submission on NAAC portal.

Coordinator, IQAC- CHARUSAT