

INSTITUTE OF SCIENCE & TECHNOLOGY FOR
ADVANCED STUDIES & RESEARCH (ISTAR)
VALLABH VIDYANAGAR-388120

NOTICE

A meeting of IQAC members with all HoDs is planned on Tuesday, 17th November at 2.00 p.m in Conference Room of ISTAR.

The agenda for the discussion is provided below.

- Commencement of even semester classes
- Common Internal tests for all courses
- IQAC seminar on time Management
- Preparation for BoM

All are requested to attend



Dr. Merlin Thomas

IQAC co-ordinator



Dr. P.M. Udani

Director

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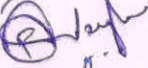
Dr. Nirmal Kumar 

Dr. S.O. Khanna 


Dr. Kalpesh Patel 

Dr. M.M. Raj 

Mr. Rupesh Shah 

Mr. Baiju Varghese 

Dr. Himanshu Kapse 

Dr. Nirbhay Choubey 

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Minutes of the meeting of IQAC with HoDs held on 17th November, 2015

The following members were present

Dr.P.M.Udani

Dr.Merlin Thomas

Mr.Rupesh Shah

Dr.Himanshu Kapse

Dr.Sanjay Panjabi

Dr.Nirmal Kumar

Dr.Kalpesh Patel

Dr.Amit Thmmar (in place of Dr.M.M.Raj)

The following points were discussed in the meeting

1. It is decided to commence the even semester teaching from 10th December, 2015. All staff are to finish their assessment duty before that
2. All departments are to conduct two internal tests from the ensuing semester. The average marks of both the tests should be considered for internal mark. For practicals, only one test is to be taken
3. A Seminar on Time management is to be organised by IQAC for all staff on Friday, 20th November 2015. Mrs. Arti Vyas, Management Trainer, Kanan International, Vallabh Vidyanagar has agreed to conduct the training
4. The BoM for the current academic year is to be arranged either in the last week of December 2015 or in the first week of January, 2016. All HoDs are to be required to start working on the presentation and submit the same to PA to Director well in advance of the BoM
5. All HoDs are required to plan the details of admission counselling which may be started after 15th December