

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

NOTICE

A meeting of IQAC with all teaching staff is planned on 31<sup>st</sup> January at 2.00 p.m in Room No:303.

The Agenda for discussion is provided below

1. Admission Counseling
2. Placement Scenario
3. Attendance of students in classes
4. Report on the activities of Alumni, NSS, Women Cell and Students council. The respective co-ordinators are required to give the details of activities already done and planned in 15-16 .
5. Qualification of Guest Faculty to be invited in various departments
6. Any other point with the permission of Director

All are requested to attend



Merlin Thomas

IQAC Co-ordinator



Dr.P.M.Udani

Director

Copy To:

All teaching staff

MINUTES OF THE IQAC MEETING HELD ON 31<sup>ST</sup> JANUARY, 2016

The following staff members attended the meeting

Dr.P.M.Udani

Dr.Merlin Thomas, Dr.Jigar Patel, Dr.Rohit Dave, Dr.Nirmal Patel, Mr.Ankit Patel (IC)

Dr.Kalpesh Patel, Dr.Mayank Patel (SCT) *Kalpesh Patel*

Dr.M.M.Raj, Dr.Amit Thummar (PST) *Amit*

Dr.Niraj Patel (OC) *Niraj Patel*

Dr.S.O.Khanna, Mrs. Nikky Jain (IT) *Nikky Jain*

Dr.Himanshu Kapse, Mr.Haikrishna Parikh (INST) *Himanshu Kapse*

Dr.Nirbhey Choubey, Mr.Parag Moteria (MCA) *Parag Moteria*

Mr.Baiju Varghese (MIHS) *Baiju Varghese*

Mrs. Dhruvi Patel (EST) *Dhruvi Patel*

The following points were discussed in the meeting

1. Admission

Most of the departments have started the counselling process in various colleges of Gujarat and all staff involved are happy with the response. The process is to continue further and all have been asked to submit the report of the visit in detail to Mr.Venkataraman, PA to Director.

2. Placement activities

Placement activities have been started by many departments.

Sr.No	Department	% of students placed
1	IC	87
2	PST	65
3	SCT	70
4	IT	34
5	MCA	80

The other departments were also advised by Director to initiate the interview process as soon as possible

3. Attendance

Director stressed upon the need of inculcating the habit of regularity and punctuality in students for attending the classes. It is the collective duty of all teachers to see that students remain present in the classes and take part in class discussion to enhance their critical thinking skills.

4. GUEST FACULTY

Wherever possible, only Guest faculty with Ph.D degree should be invited. During the recent submission to NIRF, it was found that the guest faculty without Ph.D degree were not taken into account in the ranking process.

5. Report on the activities of committees

NSS

S.P. University has not yet released funds for Annual NSS Camp. Hence , the NSS co-ordinator was asked to prepare the budget estimate and arrange the annual camp after discussion with CVM.

A blood donation camp was organized in this academic year by the NSS unit where 33 units of blood was collected.

ALUMNI

From the membership drive in the year 2015,an amount of Rs. 1,82,000 was collected which makes the total amount in Alumni account to be Rs. 3,65,000.

Many expert talks by Alumni were arranged in this academic year and the annual Alumni meet is to be arranged on Annual day.

WOMEN CELL

Seminar & competitions for Girl students are planned in the second week of February

INDUSTRY- INSTITUTE Interaction

The co-ordinator is to submit the detailed report of the activities to IQAC within a week

RUSA

Under the auspices of RUSA, the Equal Opportunity Cell is to arrange a seminar on Statistical Analysis in the month of February. The EOC co-ordinator is to inform the details of programme to all HoDs

6. Additional Points discussed by Director

- MCA department has to design a certificate course for targeting BCA students
- The photographs of research students along with the name of Guides should be uploaded in the website (Applicable for full time scholars doing Ph.D. at ISTAR)

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