

**INSTITUTE OF SCIENCE AND TECHNOLOGY FOR ADVANCED STUDIES AND
RESEARCH (ISTAR)**

IQAC MEETING

IQAC MEETING OF TEACHING STAFF MEMBERS WAS SCHEDULED ON 07-04-2018,
SATURDAY AT 2:30P.M. IN CONFERENCE ROOM OF ISTAR.

Minutes of the meeting

FOLLOWING MEMBERS WERE PRESENT IN THE MEETING

Dr. Nirmalkumar J I	Dr. Jigar V Patel	Dr. Parag Moteria	Dr. Kalpesh Patel
Dr. Niraj Patel	Dr. Amit Thummar (FOR DR. M.M. RAJ)	Dr. Himansu Kapse	Mr.
Rupesh Shah			
Mr. Baiju Vargese (ordinator)	Dr. Hiren Soni	Mrs. Unnati Patel	Dr. Mayank Patel (NSS Co-ordinator)
Mrs. Suchita Patel	Mrs. Niky Jain		

Dr. Jigar V Patel, Coordinator, IQAC welcomed all the members.

Following points were discussed as per the agenda:

- ❖ Minutes of meeting held on 22-12-2017 were approved by all the members.
- ❖ New Format for AQAR (Revised 2017) was given to all HoDs and accordingly all the departments are asked to furnish the details required to prepare AQAR. The deadline to submit the information to Dr. Jigar V Patel, IQAC Co-ordinator for final AQAR preparation is set to 16th April 2018.
- ❖ New format for SSR is also sent to all the Criterion Heads to prepare the draft SSR. Accordingly SSR will be prepared and submitted to CVM office. 25th April is set as a deadline to prepare the various criterions of SSR.
- ❖ It was decided to organize at least one seminar/workshop of state/national/international level by each of the department in the next academic year i.e. 2018-19.
- ❖ It was suggested by Dr. Nirmalkumar J.I and Dr. Jigar V Patel to improve research related activities such as research publications and submission of proposals for research projects. All the departments were asked to submit the research proposals as minor/major research projects to various regional/national/international funding agencies.
- ❖ To start at least one Add-on certificate course of at least 30 hrs. Duration by each department and to enroll minimum 10 students.
- ❖ To conduct AAA audit in 2018-19 as ISTAR is going for Reaccreditation in next year i.e. 2019. Dr. M.M. Raj, Nodal-officer, ISTAR will Co-ordinate AAA audit. All the

departments were instructed to update their departmental document files and keep them ready.

- ❖ It was decided to organize more Extension activities/student societal activities in the coming year along with one annual NSS camp. Dr. Mayank R Patel-NSS Co-ordinator will take necessary actions to organize these events.
- ❖ It was also decided to carry out the Green Audit and Dr. Hiren B Soni will look after this green audit.
- ❖ Two best practices were identified: Industry-Institute Interface and Placements by all HoDs after the discussion and all agreed upon to contribute more into these two activities in the coming years.

J.V. Patel
17/5/18

Dr. Jigar V Patel,

Co-ordinator, IQAC, ISTAR
Principal



Dr. Nirmalkumar J I

Chairman IQAC & I/c