

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

IQAC MEETING

IQAC MEETING OF TEACHING STAFF MEMBERS WAS SCHEDULED ON 26-10-2018,
FRIDAY AT 3:00P.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. Kalpesh Patel Dr. Niraj Patel
Dr. Himansu Kapse Mr. Rupesh Shah Dr. M.M. Raj Mr. Baiju vargese
Dr. Hiren Soni Mrs. Unnati 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 07-07-2018 were approved by all the members.
- ❖ Discussion on various activities (curricular, co-curricular and extracurricular) carried out during the semester was done and it was decided that report of each activity either departmental or institute level is to be maintained with HoD/respective activity Coordinator and a copy is to be submitted to IQAC.
- ❖ A discussion was held on the internal exams conducted by the various departments and submission of the internal marks to the university within the stipulated time limit.
- ❖ A discussion was done on student's feedback and online student feedback system. Staff members required to be counseled in this regard were counseled by Principal and IQAC coordinator
- ❖ A discussion was also done on parent's feedback which was obtained during the open house arranged on 6th October 2018, Saturday.
- ❖ It was discussed and decided that data submission to various regulatory/accreditation bodies like CVM, S P University, NAAC, Nirf, Sirf etc. is to be done in coordination with respective coordinators after proper verification to minimize the errors.
- ❖ Discussion on arrangements for a one day workshop on 29th October 2018, Monday organized by IQAC on 'Effective Educators-Principles and Practice' was done.

J. V. Patel
29/10/18

Dr. Jigar V Patel,

Co-ordinator, IQAC, ISTAR

Nirmalkumar J I

Dr. Nirmalkumar J I

Chairman IQAC &