

Nirma University
University Internal Quality Assurance Cell (IQAC-U)

Circular

The meeting of the University level Internal Quality Assurance is arranged on October 09, 2015, at 1.30 p.m. at Board Room, Institute of Management, Nirma University.

The agenda of the meeting is as follows:

Agenda:

1. NAAC Peer Team Visit.
2. Discussion on Peer Team Meeting with the IQAC Members
3. Any other matter proposed by the Chairman

All the committee members are invited to attend the meeting.

Thanks & Regards,



Dr. Dhaval Pujara

Member Secretary-IQAC (U)

Academic Development and Research Cell

Nirma University

Ahmedabad

Copy to : All Members

c.f.w.c.to : Vice President

Internal Quality Assurance Cell, Nirma University

Minutes of the Meeting

University Level Internal Quality Assurance Cell (IQAC) meeting was held on 09/10/2015 to brief the members about the visit of the NAAC Peer Team Re - accreditation (Cycle 2) of the Nirma University.

The following members were present:

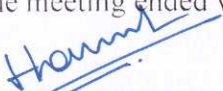
1. Dr. Anup K. Singh, Director General, NU
2. Shri D P Chhya, Director (A&GA)
3. Shri G.R. Nair, Exe. Registrar, NU
4. Dr. Somayajulu Garimella, Director IM-NU
5. Prof. V.R. Iyer, Director-IDS
6. Dr. Manjunath Ghate, Director-IP
7. Dr. Purvi Pokhariyal, Director-IL
8. Prof. Utpal Sharma, Director-IA
9. Dr. P.N.Tekwani, I/c Director –IT
10. Dr. Sarat Dalai, I/c Director –IS
11. Dr. Dhaval Pujara, Coordinator
12. Shri B. J. Patel, Dy. Registrar – ITNU
13. Mr. Prashant Gadhavi, Alumni Nominee
14. Mr. Kedar Trivedi, Student Nominee

Shri Rajubhai Shah and Dr. Ketan Patel could not remain present due to their prior appointments.

In the beginning of the meeting, the Chairperson welcomed the members and informed the members about the preparation for the visit of the NAAC Peer Team to Nirma University during Oct. 13-15, 2015 for 2nd cycle of accreditation. The suggestions were asked from the members.

The members were also informed about the Peer Team's meeting with the IQAC members on October 14 at 3 p.m. It was also decided to send a personal invitation to the external members to join for the said meeting with the Peer Team.

The meeting ended with a vote of thanks to the Chair.


Dr. Dhaval Pujara
Coordinator – IQAC (U)

NU/IQAC (U)/MTG/2015 -2

Date: 10/10/2015

Copy to : All Members
c.f.w.c.to : Vice President

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on , held on 09/10/2015 at 1.30 p.m.

Sr. No.	Details of the Meeting	Action Taken
1.	University Level Internal Quality Assurance Cell (IQAC) meeting was held on 09/10/2015 to brief the members about the visit of	The members reviewed the preparation and expressed their Satisfaction and shared their suggestions wherever necessary.
2.	the NAAC Peer Team Re - accreditation (Cycle 2) of the Nirma University.	As per the suggestion given by the members, the data compilation and documentation procedure were completed and kept ready for the NAAC Peer Team Review.
3.		The schedule of the Peer Team interaction with IQAC Members were shared with the stakeholders as discussed in the meeting.
4.		Nirma University underwent a NAAC accreditation 2 nd Cycle process on October 13-15, 2015 successfully.

Dr. Dhaval Pujara

Member Secretary-IQAC (U)

Academic Development and Research Cell

Nirma University

Ahmedabad

Copy to : All Members

c.f.w.c.to : Vice President

Nirma University
Internal Quality Assurance Cell (IQAC-U)

Circular

The meeting of the Internal Quality Assurance Cell, Nirma University is arranged on October 10, 2016, 4:00 p.m. at NIM Conference Room. All the committee members are invited to attend the meeting.

The agenda of the meeting is attached herewith:

Discussion and Finalization of the Annual Quality Assurance Report (2015-16) of Nirma University - to be submitted to Nation Assessment and Accreditation Council (NAAC), Bangalore (Draft Copy Attached)

All the committee members are invited to attend the meeting.

Thanks & Regards,



Dr. Dhaval Pujara
IQAC Coordinator
Nirma University,
Ahmedabad

Copy To: All members of University level IQAC

Internal Quality Assurance Cell, Nirma University, Ahmedabad

Minutes of the Meeting

University Level Internal Quality Assurance Cell (IQAC) meeting was held on 10/10/2016 to finalize the Annual Quality Assurance Report (AQAR).

The following members were present:

1. Dr. Anup K. Singh, Director General, NU (Chairperson)
2. Shri D. P. Chhaya, Director (A&GA), NU
3. Shri G.R. Nair, Exe. Registrar, NU
4. Dr. Alka Mahajan, Director, IT-NU
5. Dr. Manjunath Ghate, Director, IP-NU
6. Prof. Utpal Sharma, Director, IA-NU
7. Dr. Sarat Dalai, I/c Director, IS-NU
8. Dr. M. Mallikarjun, I/c Director, IM-NU
9. Dr. Tarkesh Molia, Representative – Director, IL-NU
10. Dr. Dhaval Pujara, Dy. Director – ADR Cell (IQAC Coordinator)
11. Shri B. J. Patel, Dy. Registrar, IT-NU
12. Mr. Prashant Gadhavi, Alumni Representative
13. Mr. Kedar Trivedi, Student Representative

In the beginning of the meeting, the Chairperson welcomed the members and briefly explained the agenda of the meeting.

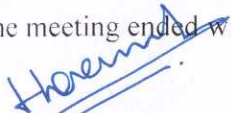
The IQAC Coordinator, Dr. Dhaval Pujara presented the Annual Quality Assurance Report (AQAR) for the year 2015- 16.

The following suggestions were received from the members:

- i) The constituent institutes of the University should submit a report on steps taken to prevent plagiarism.
- ii) The Best Practices of the University should be shared with the NAAC and others through publication.

After discussion, the AQAR was approved and it was decided to send the same to NAAC, Bangalore.

The meeting ended with a vote of thanks to the Chair.


Dr. Dhaval Pujara
IQAC Coordinator -- Nirma University

NU/IQAC (U)/MTG/2016
Date: 10/10/2016

Copy to : All Members
c.f.w.c.to : Vice President

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on 10/10/2016 at 4.00 p.m.

Sr. No.	Details of the Meeting	Action Taken
1.	University Level Internal Quality Assurance Cell (IQAC) meeting was held on 10/10/2016 to discuss and finalize the Annual Quality Assurance Report (2015-16).	The members reviewed the AQAR and expressed their Satisfaction and shared their suggestions wherever necessary.
2.		As per the suggestions given by the members, an institute level report of steps to prevent Plagiarism was taken and it was decided to conduct an awareness lecture on Preventing Plagiarism for all the Ph.D. Scholars/PG students and the faculty members of Nirma University
3.		Best Practices pertaining to Academic Audit and Faculty Development Programmes were shared with the IQAC members. The same was also included in the AQAR Report.
4.		Final AQAR report after incorporating the suggestions was submitted to the NAAC in December 2016.


Dr. Dhaval Pujara

IQAC Coordinator

Nirma University,

Ahmedabad

Copy to : All Members

c.f.w.c.to : Vice President

Nirma University
University Internal Quality Assurance Cell (IQAC-U)

Circular

The meeting of the Internal Quality Assurance Cell, Nirma University is arranged on December 20, 2017 (Wednesday), 4:00 p.m. at NIM Conference Room). All the committee members are invited to attend the meeting.

The agenda of the meeting is attached herewith:

Discussion and Finalization of the Annual Quality Assurance Report (2016-17) of Nirma University - to be submitted to Nation Assessment and Accreditation Council (NAAC), Bangalore (Draft Copy Attached)

Any other issue raised by the members



Dr. Dhaval Pujara
IQAC Coordinator
Nirma University,
Ahmedabad

Copy to : All Members
c.f.w.c.to : Vice President

Internal Quality Assurance Cell, Nirma University, Ahmedabad

Minutes of the Meeting

The University Level Internal Quality Assurance Cell (IQAC) meeting was held on 20/12/2017 to finalize the Annual Quality Assurance Report (AQAR) for the year 2016- 17.

The following members were present:

1. Dr. Anup K. Singh, Director General, NU (Chairperson)
2. Shri D. P. Chhaya, Honorary Advisor (A&GA), NU
3. Dr. Alka Mahajan, Director, IT-NU
4. Dr. Manjunath Ghate, Director, IP-NU
5. Prof. Utpal Sharma, Director, IA-NU
6. Dr. M. Mallikarjun, Director, IM-NU
7. Dr. Purvi Pokhariyal, Director, IL-NU
8. Dr. Sarat Dalai, I/c Director, IS-NU
9. Dr. Dhaval Pujara, Dy. Director, IQAC Coordinator, NU
10. Dr. Deepak danak, Dean, IC-NU
11. Prof. Amit Sheth, Head, Department of Design
12. Shri B. J. Patel, Dy. Registrar, IT-NU
13. Mr. Prashant Gadhavi, Alumni Representative

In the beginning of the meeting, the Chairperson welcomed the members and briefly explained the agenda of the meeting.

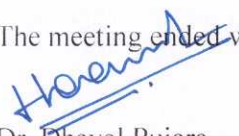
The IQAC Coordinator, Dr. Dhaval Pujara presented the Annual Quality Assurance Report (AQAR) for the year 2016- 17.

The following suggestions were received from the members:

- The contribution of the alumni as the invited members of the different Boards of Studies should be reflected at appropriate places in the report.
- The AQAR should be aligned with the Annual Report as well as the Research Report of the University.

After discussion, the AQAR was approved and it was decided to send the same to the NAAC, Bangalore.

The meeting ended with a vote of thanks to the Chair.


Dr. Dhaval Pujara
IQAC Coordinator – Nirma University

NU/IQAC (U)/MTG/2017
Date: 20/12/2017

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c.f.w.c.to : Vice President

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on 20/12/2017 at 4.00 p.m.

Sr. No.	Details of the Meeting	Action Taken
1.	Discussion and Finalization of the Annual Quality Assurance Report (2016-17) of Nirma University - to be submitted to Nation	The members reviewed the AQAR and expressed their Satisfaction and shared their suggestions wherever necessary.
2.	Assessment and Accreditation Council (NAAC)	As suggested by the members, the contribution of the Alumni in different committee was updated in the AQAR report.
3.		The data related to AQAR and the Annual/Research Report was aligned. After reviewing the suggestions given by the members, the report was submitted to NAAC during December 2017

Dr. Dhaval Pujara

IQAC Coordinator

Nirma University,

Ahmedabad

Copy to : All Members
c.f.w.c.to : Vice President

Internal Quality Assurance Cell, Nirma University

Circular

The meeting of the Internal Quality Assurance Cell, Nirma University is arranged on December 28, 2018 (Friday), 2:00 p.m. at NIM Conference Room (Institute of Management, Conference Room, Nirma University). All the committee members are invited to attend the meeting.

The agenda of the meeting is as below:

Discussion and Finalization of the Annual Quality Assurance Report (2017-18) of Nirma University - to be submitted to National Assessment and Accreditation Council (NAAC), Bangalore (Draft Copy Attached)

Any other issue raised by the members



Dr. Urmil Dave
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University

Copy to : All Members
c.f.w.c.to : Vice President

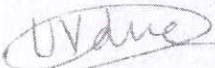
Nirma University

Minutes of the meeting of Internal Quality Assurance Cell (University Level)

University level Internal Quality Assurance Cell meeting was held on 28/12/2018 to approve the Annual Quality Assurance Report (AQAR) for the year 2017-18 to be sent to NAAC. The following members were present:

1. Dr Anup K Singh, Director General, NU
 2. Mr. G. R. Nair Executive Registrar, NU
 3. Prof. Utpal Sharma, Director – IAPNU
 4. Dr. Urmil Dave, Dy. Director – CQAAD, NU
 5. Dr. P. N. Tekwani, Representative of Addl. Director – SoE
 6. Dr. Tejal Mehta, Representative of Director – IPNU
 7. Dr. Shalini Rajkumar, Representative of Director – ISNU
 8. Dr. Ashwini Awasthi, Representative of Director –IMNU
 9. Dr. Pranav Saraswat, Representative of Director - ILNU
 10. Shri B. J. Patel, Dy. Registrar-ITNU
 11. Shri Prashant Gadhavi, Vice President, NITAA
 12. Shri Kedar Trivedi, Student of ITNU
- Shri Rajubhai, Managing Director, Harsha Engineers, Mr. Ketan Patel, Director Troikkaa Pharma Ltd. and Dr. Himanshu Trivedi, Vice President, Bosch Rexroth India Ltd. could not attend the meeting due to prior commitments.
 - The AQAR Report 2018 was presented before the IQAC University level committee. The representatives of IMNU, IPNU and the Executive Registrar had pointed out few minor suggestions related to details of the report. Members were informed that Dr. Himanshu Trivedi will send few comments/suggestions to be incorporated in the AQAR. In principle, the report was approved. It was decided to make necessary changes in the AQAR as suggested by the members and the Dy. Director -CQAAD was suggested to take necessary action for the same. The report will be submitted to NAAC after final approval of Director General.
 - Director General suggested the members for improving the existing practices of the student engagement. He emphasized on arranging one/two meetings with the students during the semester and/or inviting the students in the faculty meeting for the limited time duration for the discussion related to teaching-learning and evaluation. He invited the suggestions from the members regarding the comments to be incorporated while answering the qualitative type of questions given in the manual of NAAC Accreditation. The members were briefed about the student satisfaction survey process conducted by the institutes as per the questionnaire of the NAAC. Director General suggested to the HoIs to take into consideration the feedback received from the students very seriously. He also highlighted the importance of industry connect and organizing at least two industry visits for the students in every semester.
 - Mr. Prashant Gadhavi suggested that the faculty members should facilitate the students for better grooming academically and otherwise. Mr. Kedar Trivedi suggested to enhance arranging of the hands-on-training for the benefit of the students through better institute-industry interaction.

The meeting ended with a vote of thanks to the Chair.



Dr. Urmil Dave
Dy. Director – CQAAD

NU/IQAC(U)/MTG/2018
Date: 02/01/2019

Copy to : All Members
c.f.w.c.to : Vice President/Director General/Hon. Advisor (A&GA)/Executive Registrar

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on December 28, 2018 (Friday), 2:00 p.m.

Sr. No.	Details of the Meeting	Action Taken
1.	Discussion and Finalization of the Annual Quality Assurance Report (2017-18) of Nirma University	The members reviewed the AQAR and expressed their satisfaction and shared their suggestions wherever necessary.
2.	- to be submitted to Nation Assessment and Accreditation Council (NAAC)	<p>Based on suggestions received from the members, it was decided to invite the students/alumni in different forums/committee meetings.</p> <p>All the institutes were informed to review the student feedback received in the current semester and informed to take necessary actions wherever required.</p> <p>It was decided to strengthen the involvement of industry experts in various committees of the University, signing of MoUs with Industries for Training/Internship/Industrial Visit and Placement of the students</p> <p>It was informed to all the institutes to explore the possibilities for Joint programmes with the Industries for hands on training for the students</p>
3.		The data related to AQAR and the Annual/Research Report was aligned. After reviewing the suggestions given by the members, the report was submitted to NAAC on December 29, 2018



Dr. Urmil Dave
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University

Copy to : All Members
c.f.w.c.to : Vice President

Nirma University
University Internal Quality Assurance Cell (IQAC-U)

Circular

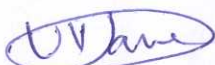
The meeting of the Internal Quality Assurance Cell, Nirma University is arranged on March 22, 2019 (Friday), 2:30 p.m. at Board Room, Institute of Management, Nirma University.

All the committee members are invited to attend the meeting.

The agenda of the meeting is as follows:

Agenda:

1. Discussion on the following topics:
 - To comply with the requirements with regards to the observations made in NAAC report.
 - To improve the NIRF ranking of University as a whole and also the constituent institutes.
 - To promote the use of ICT in teaching-learning, research and administration.
 - To explore possibility for starting Masters programme in various disciplines.
 - To strengthen the research wing of the University.
 - To enhance and strengthen the national/international collaborations.
 - To set up Centre for Advanced Instrumentation & Research Park at the University.
 - To initiate setting up of centre of excellence in an area of strength.
2. Any other matter proposed by the Chairman



Dr. Urmil Dave
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University,
Sarkhej-Gandhinagar Highway,
Ahmedabad
Copy To: All members of University level IQAC

Copy To: All members of University level IQAC

Nirma University
Centre for Quality Assurance & Academic Development (CQAAD)

Minutes of the University Level Internal Quality Assurance Cell (IQAC) Meeting

A meeting of the University level IQAC was held on 22/03/2019 at 02:30 p.m. at the Board Room, Institute of Management, Nirma University, wherein the following members were present:

Sr. No.	Name
1.	Dr. Anup K. Singh, Director General, NU
2.	Shri D. P. Chhaya, Hon. Adv. (A&GA)
3.	Mr. G. R. Nair, Executive Registrar, NU
4.	Dr. Himanshu Trivedi, Vice President, Bosch Rexroth India Ltd.
5.	Mr. Harish Jakhmola, DGM Management System, Kalpataru Power Transmission Ltd.
6.	Dr. Alka Mahajan, Director, IT-NU
7.	Dr. Manjunath Ghate, Director, IP-NU
8.	Dr. M. Mallikarjun, Director, IM-NU
9.	Dr. Sarat Dalai, Director, IS-NU
10.	Prof. Utpal Sharma, Director, IA-NU
11.	Dr. Dhaval Pujara, I/C Director, DRI
12.	Dr. R. N. Patel, Addl. Director, SoE, IT-NU
13.	Dr. Udai Paliwal, Dean – Inst. of Commerce
14.	Dr. Urmil Dave, Dy. Director, CQAAD
15.	Dr. Arun B. Prasad, Representative of Director, IL-NU
16.	Mr. Kartik Hariharan, Student Representative, IQAC(U)

The following members could not attend the meeting due to some unavoidable circumstances:

Sr. No.	Name
1	Mr. K. Subramaniam, Managing Director, Masibus Automation & Instrumentation Pvt. Ltd.
2	Mr. Jatin Y. Trivedi, Attorney & Advocate, Y.J. Trivedi & Co., Ahmedabad

In the beginning of the meeting, the Director General welcomed the Committee members. Brief introduction was given by all the members.

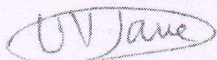
The suggestions were invited from the members on the following agenda items:

- (i) To comply with the requirements with regards to the observations made in NAAC report.
- (ii) To improve the NIRF ranking of University as a whole and also the constituent institutes.
- (iii) To promote the use of ICT in teaching-learning, research and administration.
- (iv) To explore possibility for starting Masters programme in various disciplines.
- (v) To strengthen the research wing of the University.
- (vi) To enhance and strengthen the national/international collaborations.
- (vii) To set up Centre for Advanced Instrumentation & Research Park at the University.
- (viii) To initiate setting up of Centre of Excellence in an area of strength.

The suggestions received from the members are summarized as follows:

- It was discussed to evolve a strategy for improving perception of the University among various stakeholders for getting more benefit in NIRF ranking. Institutes shall send the information about their activities and achievements to top 100 Indian Institutes as per the NIRF ranking as well as to 200 reputed companies/recruiters on continuous basis. More stakeholders shall be involved in various academic, research and other activities of the institutes on regular basis.
- It was suggested that the University may start new Master's Programme in the disciplines of Internet of Things, Mechatronics, Industry Automation, etc.
- The Institutes shall include the topics related to the Environmental Awareness, GRIHA Rating, Strategies for strengthening of Infrastructure, etc. in the curriculum as and when required.
- The laboratories of the constituent Institutes shall be accredited by the agencies like NABL, etc. to improve the frequency of receipt of the testing assignments.
- The students shall be well-informed about various aspects related to the experimentation including methodology of utilization and maintenance of the facilities, etc. during the laboratory sessions.
- The Institutes shall involve the professionals from different industries like BOSCH, SIEMENS, etc. for academic and other activities for further improvement in the linkages with the industries.
- The Institutes shall organize more customized training for the industries focusing on topics related to fundamentals of Science, Mechanics, etc. as well as on the specific need of the industries.
- The Institutes shall prepare a brochure about their academic and other strengths and is to be circulated to all the stakeholders on a regular basis.
- The University shall focus on the Action-Oriented Research. Solving problems of Industry shall be given the utmost priority during the research. The Ph.D. Supervisors shall form a group of UG, PG and Ph.D. students for developing the research culture in the University.
- Other institutes of Nirma University may explore the possibilities of collaborating with Institute of Law for academic programmes, consultancy related works, etc. as and when required.

Towards the end of the meeting, Dr. Urmil Dave proposed the Vote of Thanks.



Dy. Director, CQAAD

Date: 04/04/2019

Copy to: All Members

CC to: Vice President, NU

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on March 22, 2019 (Friday), 2:30 p.m.

Sr. No.	Details of the Meeting	Action Taken
1.	To comply with the requirements with regards to the observations made in NAAC report.	It was decided to prepare the Action Plan for strengthening Research in terms of Publication, Patent Filing, Projects and Collaboration with Industry/Research Organization.
2.	To improve the NIRF ranking of University as a whole and also the constituent institutes	NIRF Analysis of top 100 Universities and constituent institutes were done and areas for improvement were also identified.
3.	To promote the use of ICT in teaching-learning, research and administration.	It was decided to conduct seminars/workshops on ICT in Teaching Learning by University level as well as the Institutes level for effective Teaching learning. It was informed to all the institutes to include a Topic related to Environmental Awareness as a part of curriculum.
4.	To explore possibility for starting Masters programme in various disciplines.	New Programme on M.Tech in Data Science is approved for starting in year 2019-20. Starting a new integrated programme on B.Tech MBA was initiated
5.	To strengthen the research wing of the University.	The Institutes were informed to identify recognized Research Centre of their discipline and encouraged to apply for funding. It was decided to publish journals/publication in SCOPUS/Web of Science listed Journals.
6.	To enhance and strengthen the national/international collaborations.	Several National and International MoUs were signed for research, student exchange, faculty exchange etc.
7.	To set up Centre for Advanced Instrumentation & Research Park at the University.	The Centre for Advanced Instrumentation was full fledged started in the month of September 2019
8.	To initiate setting up of Centre of excellence in an area of strength.	It was decided that each constituent institutes will explore the possibilities of applying for the status of Centre of Excellence in their Thrust Areas.

Dr. Urmil Dave
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University

Copy to : All Members
e f w e to : Vice President

Nirma University
University Internal Quality Assurance Cell (IQAC-U)

Circular

The meeting of the Internal Quality Assurance Cell, Nirma University is arranged on December 26, 2019 (Thursday), 3.00 pm. at Board Room, Institute of Management, Nirma University.

All the committee members are invited to attend the meeting.

The agenda of the meeting is as follows:

Agenda:

1. Discussion and Finalization of the Annual Quality Assurance Report (2018-19) of Nirma University - to be submitted to Nation Assessment and Accreditation Council (NAAC), Bangalore
2. Preparation for NAAC Accreditation 3rd Cycle.
3. Any other matter proposed by the Chairman

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Dr. Tejal Mehta
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University

Copy To: All members of University level IQAC

Nirma University

Minutes of the meeting of Internal Quality Assurance Cell (University Level)

University level Internal Quality Assurance Cell meeting was held on 26/12/2019 to approve the Annual Quality Assurance Report (AQAR) for the year 2018-19 to be submitted to NAAC.

The following members were present:

Internal Members:

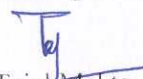
Sr. No.	Name
1.	Dr. Anup K. Singh, Director General
2.	Shri G.R. Nair, Executive Registrar
3.	Dr. M. Mallikarjun, Dean, Faculty of Management
4.	Dr. Manjunath Ghate, Dean, Faculty of Pharmacy
5.	Prof. Utpal Sharma, Dean, Faculty of Architecture & Planning
6.	Dr. Udai Paliwal, Dean, Faculty of Commerce
7.	Dr. Hrudanand Misra, Additional Director –IMNU
8.	Dr. Tejal Mehta, Dy. Director – CQAAD
9.	Prof. Jaydeep Bhagat- Representative of IAPNU
10.	Prof. Arun Prasad, Representative of ILNU
11.	Mr. Kartik Hariharan, Student Representative

External Members:

- Mr. K. Subramaniam, Managing Director, Masibus Automation & Instrumentation Pvt. Ltd., Gandhinagar.
- Dr. Himanshu Trivedi, Vice President, Bosch Rexroth India Ltd.
- Mr. Harish Jakhmola, DGM Management System and Quality Assurance, Kalptaru Power Transmission Ltd., and
- Mr. Jatin Y. Trivedi, Attorney & Advocate, Y.J. Trivedi & Co., could not attend the meeting due to their prior commitments.

- The AQAR Report 2018-19 was presented before the IQAC university level committee and the same was discussed at length. Members gave minor suggestions to be incorporated in AQAR.
- It was decided to make necessary changes in the AQAR as suggested by the members. Dy. Director -CQAAD will take necessary action for the same.
- The Director General informed the members about the change in format of AQAR and online filling of data which is mandatory from this year (2018-19). Further he also suggested verifying the data and documenting uploading as per the new format and guidelines before submission.
- In principle, the report is approved. The report will be submitted online in NAAC portal after final approval of Director General.
- The Director General also shared the members about the preparations of NAAC Accreditation 3rd cycle during 2020. The members suggested involving Alumni & Industry people for quality output. It was informed that the initiative of involving Alumni and Industry is already started. He also shared that, like AQAR the NAAC SSR data will also be filled online in NAAC portal from this year onwards.

The meeting ended with a vote of thanks to the Chair.


Dr. Tejal Mehta
Dy. Director – CQAAD

NU/IQAC(U)/MTG/2019
Date: 05/01/2020

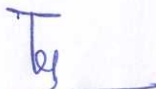
Copy to : All Members , c.f.w.c.to : Vice President/Director General/ Executive Registrar

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on December 26, 2019 at 2:30 p.m.

Sr. No.	Details of the Meeting	Action Taken
1.	Discussion and Finalization of the Annual Quality Assurance Report (2018-19) of Nirma University - to be submitted to Nation Assessment and Accreditation Council (NAAC)	<p>As discussed with the members about the new format of AQAR and the mode submission (Online Mode), the data was documents were thoroughly checked as per the new format.</p> <p>Further, due to new format and technical issues, NAAC has extended its deadline to submit the AQAR report, Accordingly the AQAR Report was submitted on March 03, 2020.</p> <p>Institutes were informed to schedule online meetings/career guidance seminar of Alumni who are settled in abroad and in senior posts in Industries/Corporates. It was also decided to involve Industry personnel wherever possible for better quality teaching, research and Placement</p>
2.	Preparation for NAAC Accreditation 3 rd Cycle	As decided in the meeting, the data compiled from the institutes for NAAC report is been converted in the new format of NAAC guidelines.



Dr. Tejal Mehta

Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University

Copy to : All Members
c.f.w.c.to : Vice President

Nirma University
University Internal Quality Assurance Cell (IQAC-U)

Circular

The meeting of the Internal Quality Assurance Cell, Nirma University is arranged on November 11, 2020 Wednesday at 1.30 p.m through Virtual Platform (Google Meet)

The agenda of the meeting is as follows:

Agenda:

1. Preparation for NAAC Accreditation 3rd Cycle.
2. Discussion on Annual Quality Assurance Report (2019-20) of Nirma University - to be submitted to National Assessment and Accreditation Council (NAAC), Bangalore
3. Discussion on 'Ways to Improve Quality of Online Teaching and Examination during Covid -19'.
4. Any other matter proposed by the Chairman


Weblink to Join the Meeting : <https://meet.google.com/qqq-qqbr-seu>

Dial-in: (US) +1 413-418-4236

PIN: 913 311 509#

All the committee members are invited to attend the meeting.

Thanks & Regards,


Dr. Tejal Mehta
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University,

Copy To: All members of University level IQAC

Nirma University

Minutes of the meeting of Internal Quality Assurance Cell (University Level)

The University level Internal Quality Assurance Cell meeting was held on 11/11/2020 through virtual platform wherein following members were present:

Internal Members:

Sr. No.	Name
1.	Shri. K.K. Patel, Vice President, Nirma University
2.	Dr. Anup K. Singh, Director General, Nirma University
3.	Shri G.R. Nair, Executive Registrar, Nirma University
4.	Dr. M. Mallikarjun, Dean, Faculty of Management
5.	Dr. Manjunath Ghate, Dean, Faculty of Pharmacy
6.	Dr. P.N. Tekwani, Director -DRI
7.	Prof. Utpal Sharma, Dean, Faculty of Architecture & Planning
8.	Dr. Hrudanand Misra, Additional Director –IMNU
9.	Dr. Tejal Mehta, Dy. Director – CQAAD
10.	Prof. Jaydeep Bhagat- Representative of IAPNU
11.	Prof. Arun Prasad, Representative of ILNU
12.	Mr. Harish Jakhmola, DGM Management System and Quality Assurance, Kalptaru Power Transmission Ltd.
13.	Mr. Jatin Y. Trivedi, Attorney & Advocate, Y.J. Trivedi & Co.
14.	Mr. Kartik Hariharan, Student Representative

External Members who could not attend the meeting due to prior commitments :

- Mr. K. Subramaniam, Managing Director, Masibus Automation & Instrumentation Pvt. Ltd., Gandhinagar.
- Dr. Himanshu Trivedi, Vice President, Bosch Rexroth India Ltd.

The Director General chaired the meeting and welcomed the members.

- The Dy. Director-CQAAD briefed the members about the action taken with reference to the previous meeting held on December 26, 2019. It was informed that as per the suggestions received from the members, more numbers of Alumni and Industry people were involved for better output. Several online meetings and interaction meeting were also scheduled for the quality and teaching learning upliftment.
- **Preparation of NAAC 3rd cycle**
The Exe. Registrar briefed the members about the ongoing progression of NAAC 3rd cycle. He shared the members about the extension of three months (from the date of normal functioning of University as per government directions) given by NAAC to University due to current corona pandemic situation from the date of validity.

Dy. Director presented the particulars regarding the ongoing preparation for NAAC IIQA, SSR, Extended profile etc. She also shared about the in-house software which was developed to collect the data as well as document from different institutes. In spite of the difficulties faced

due to the pandemic situation, the university is just about to complete the compilation work at stipulated deadlines. Members found the progress satisfactory. Moreover, the final NAAC SSR will be presented in the next IQAC-U meeting for critical reviews from members.

➤ **Annual Quality Assurance Report (AQAR):**

The Dy. Director briefed the members regarding the online submission of AQAR from year 2018-19 and issues faced during its submission. The AQAR 2019-20 is also ongoing and will be submitted to NAAC before 31st December, 2020.

➤ **Online teaching**

Discussion was made regarding the efforts made by the University for effective quality teaching and assessment. The Dy. Director briefed the following practice being followed at the University for effective online teaching learning.

1. University /Institute level Guidelines were framed for Online Teaching and Assessment.
2. An E-Faculty Development Programme was organized for the faculty members of Nirma University to make ease of "Online Teaching and Assessment".
3. License version of WebEx was purchased for online teaching and Moodle 3.9 was activated for sharing course related details and examination by individual faculty course coordinator.
4. The variety of tools and techniques of pedagogy were used by faculty members for effective online teaching

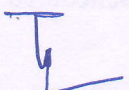
A few suggestions were also received from the members to increase the quality of Online Teaching :

Mr. Harish Jakhmola, DGM Management System and Quality Assurance, Kalptaru Power Transmission Ltd. shared about the training modules being accessed at their company, in which the reports will be generated by the 3rd party.

The Student Representative Mr. Kartik Hariharan suggested that the teacher-student interaction needs to be improved in online teaching

Dr. Manjunath Ghate, Director -IPNU discussed about the issues faced during conduction of online exams. It was decided to finalize a proper way in which quality assessment in pandemic situation can be done.

The meeting ended with a vote of thanks to the Chair.


Dr. Tejal Mehta
Dy. Director – CQAAD

NU/IQAC(U)/MTG/2020
Date: 15/11/2020

Copy to : All Members ,
c.f.w.c.to : Vice President/Director General/ Executive Registrar

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on November 11, 2020 Wednesday at 1.30 p.m. through Virtual Platform (Google Meet)

Sr. No.	Details of the Meeting	Action Taken
1.	Preparation for NAAC Accreditation 3 rd Cycle	Preparation for NAAC 3 rd cycle is on & final updation of data is in process so as to present the AQAR & IIQA in the next IQAC-U meeting.
2.	Discussion on 'Ways to Improve Quality of Online Teaching and Examination during Covid -19'.	<p>Based on the suggestions made by the external members, efforts are being made by faculty members to involve the students more during online teaching through more activities, discussion & other classroom tools such as use of polling, short exercises etc.</p> <p>Based on the issue raised regarding the conduct of online exams, institutes have been asked to frame policy for the exams so as to increase the convenience for the students but at the same time ensure that there is less scope for unfair means being used.</p> <p>Faculty have been asked to make the questions more application orientated so that open-book exam is possible on the LMS. Each question-paper goes through a process by a team in the area/dept. and modification if required are suggested.</p>



Dr. Tejal Mehta
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University,

Copy To: All members of University level IQAC

Nirma University

University Internal Quality Assurance Cell (IQAC-U)

Circular

The meeting of the Internal Quality Assurance Cell, Nirma University is arranged on February 22, 2021, Thursday at 4.00 p.m through Virtual Platform (Google Meet)

The agenda of the meeting is as follows:

1. Preparation for NAAC Accreditation 3rd Cycle.
2. Discussion on Annual Quality Assurance Report (2019-20) of Nirma University - to be submitted to National Assessment and Accreditation Council (NAAC)
3. Any other matter proposed by the Chairman

Weblink to Join the Meeting :

<https://meet.google.com/pie-wkno-wqk>

Dial-in: (US) +1 540-680-4470 PIN: 635 130 829#

All the committee members are invited to attend the meeting.

Thanks & Regards,



Dr. Tejal Mehta
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University,

Copy To: All members of University level IQAC

Nirma University

Minutes of the meeting of Internal Quality Assurance Cell (University Level)

The University level Internal Quality Assurance Cell meeting was held on 22/02/2021 at 4.00 p.m. through virtual platform wherein following members were present:

Sr. No.	Name
1.	Shri. K.K. Patel, Vice President, Nirma University
2.	Dr. Anup K. Singh, Director General, Nirma University
3.	Shri G.R. Nair, Executive Registrar, Nirma University
4.	Dr. Manjunath Ghate, Director-Institute of Pharmacy,
5.	Dr. Purvi Pokhariyal, Director-Institute of Law
6.	Dr. P.N. Tekwani, Director -DRI
7.	Dr. R.N. Patel, Director-Institute of Technology
8.	Prof. Utpal Sharma, Director-Institute of Architecture & Planning
9.	Prof. Udai Paliwal, Dean-Institute of Commerce
10.	Prof. Sangita Shroff, HoD-Dept. of Design
11.	Dr. Tejal Mehta, Dy. Director – CQAAD
12.	Dr. Nina Muncherji, Asst. Director-CQAAD
13.	Mr. Harish Jakhmola, DGM Management System and Quality Assurance, Kalptaru Power Transmission Ltd.-Alumni Representative
14.	Mr. Jatin Y. Trivedi, Attorney & Advocate, Y.J. Trivedi & Co.
15.	Mr. Kartik Hariharan, Student Representative

External Members who could not attend the meeting due to prior commitments :

- Mr. K. Subramaniam, Managing Director, Masibus Automation & Instrumentation Pvt. Ltd., Gandhinagar.
- Dr. Himanshu Trivedi, Vice President, Bosch Rexroth India Ltd.

The Director General chaired the meeting and welcomed the members.

Internal Quality Assurance Cell, Nirma University

Action Taken Report

Action Taken Report of the Internal Quality Assurance Cell, IQAC (U), meeting held on February 22, 2021, Thursday at 4.00 p.m. through Virtual Platform (Google Meet)

Sr. No.	Details of the Meeting	Action Taken
1.	Discussion and Finalization of the Annual Quality Assurance Report (2018-19) of Nirma University - to be submitted to Nation Assessment and Accreditation Council (NAAC)	Tentative AQAR for 2019-20 was discussed in the meeting & finalization of the same has been completed. The data verification was done once again & it is now ready for submission in the third week of March 2021.
2.	Preparation for NAAC Accreditation 3 rd Cycle	As stated in the meeting the data compilation work was on for NAAC 3 rd cycle. It was decided that the IIQA will be submitted by third week of March after submitting the AQAR 2019-20 The data and document verification of SSR is ongoing and the same will be submitted NAAC guidelines.

Thanks & Regards,



Dr. Tejal Mehta
Deputy Director
Center for Quality Assurance & Academic Development,
Nirma University,

Copy to : All Members
c.f.w.c.to : Vice President