

**Minutes of the Meeting of
IQAC
Held on 5 April, 2017.**

The Meeting of IQAC was held on 5 April, 2017 at 04:00 PM at the Board Room [MC-301] of Marwadi University. The meeting was chaired by Dr. Y P Kosta, Provost, Marwadi University.

Prof. Naresh Jadeja, welcomed the Chairperson Dr. Y P Kosta and all the distinguished members of IQAC.

The Agenda for the day was taken up as below:

Item No. 1 – Introduction of new course in communication.

Dr. Sunil Sagar - Head, Department of Communication Skills was invited to share the insight on introducing English language as elective for different programs at Marwadi University. The presentation overview included rationale for electives, advantages for MU, methodology and program-wise list of electives. The merits with the introduction of course for Marwadi University shall be, with enhanced interest and motivation for students, personalized experience of learning, more room for practice and feedback, tracking student's progress and shall also help in having differentiating factors between GTU and Marwadi University students. The program wise list of electives was also shared for information and consideration for approval.

Electives Offered by Department of Communication Skills in Semester - I

No.	Name of the Stream	Sem.	Subject (CS Elective)	Short Names	Subject Code
01	BCA	1	Reading & Writing for Technology	RWT	05SL0102
		1	Speaking & Presentation Skills	SPS	05SL0103
02	BBA/BBA(Hon.)/B. Com.	1	Reading & Writing for Business	RWB	04SL0102
		1	Speaking & Presentation Skills	SPS	04SL0103
03	B. Architecture	1	Reading & Writing for Architecture	EFW	06SL0102
		1	Speaking & Presentation Skills	ETM	06SL0103
04	B. Tech. (in half of the branches)	1	Reading & Writing for Technology	RWT	01SL0102
		1	Speaking & Presentation Skills	SPS	01SL0103
05	B. Sc.	1	Reading & Writing for Science	RWS	02SL0102
		1	Speaking & Presentation Skills	SPS	02SL0103

06	Diploma	1	Communication Skills - 1	CS - 1	09SL0101
07	BSc	3	English Through Non-Fiction	ETN	02SL0201

Electives Offered by Department of Communication Skills in Semester - II

No.	Name of the Stream	Sem.	Subject (CS Elective)	Short Names	Subject Code
01	BCA/BCA (Hon.)	2	English for Workplace	EFW	05SL0152
		2	English through Movies	ETM	05SL0153
02	BBA/BBA(Hon.)/B. Com.	2	English for Workplace	EFW	04SL0152
		2	English through Movies	ETM	04SL0153
03	B. Architecture	2	English for Workplace	EFW	06SL0152
		2	English through Movies	ETM	06SL0153
04	B. Tech. (in rest of the branches)	2	Reading & Writing for Technology	RWT	01SL0102
		2	Speaking & Presentation Skills	SPS	01SL0103
05	B. Sc.	2	English through Fiction	ETF	02SL0152
		2	English through Movies	ETM	02SL0153
06	Diploma	2	Communication Skills - 2	CS - 2	09SL0151
07	BSc	4	English for Workplace	EFW	02SL0251

The detailed presentation has been enclosed as an Annexure I.

Resolution:

RESOLVED that the proposal presented by Dr. Sunil Sagar shall be considered and approved for further implementation for the proposed programs/branches.

Item No. 2 - To start Foreign Exchange Programs & course mapping process.

Mr. Colin Roberts – Head, International Relations Marwadi University was invited to present the scope and exposure for students in relation to Summer School programs / Student exchange programs / Dual-Joint degrees in collaboration with Marwadi University. Benefits like unique educational environment, intensive tuition-industry experience and advantage of highlighting the experiences in C.V during placement session by the students was shared. The program shall also provide exposure to new social, academic and business cultures. The student shall also have an opportunity to create visibility at visiting University for Master's admission if interested to pursue Master's/Ph.D and 2nd Master's studies.

The details like module title, eligible student group, duration of the program, contents of the program and approximate costing which included travel, food and visa fees of various participating universities was shared for information.



MU / IQAC – 1 / 2017-18.

The summary of branch wise students proposed under foreign exchange programs mentioned below;
Computer Engineering – 6 Students
Information Technology – 1 Student

The detailed presentation has been enclosed as an Annexure I.

Resolution:

RESOLVED that the details shared by Head, International Relations, were noted by the members present for further guidance to students pertaining to the concerned departments.

The Meeting ended with thanks to the Chairperson.

A handwritten signature in black ink that reads 'Sande'.

IQAC Coordinator

A handwritten signature in red ink, which is stylized and difficult to read.

Provost
Marwadi University



**Minutes of the Meeting of
IQAC
Held on 6 Dec, 2017**

The Meeting of IQAC was held on 6 Dec, 2017 at 04:00 PM at the Board Room [MC-301] of Marwadi University. The meeting was chaired by Dr. Y P Kosta, Provost, Marwadi University.

Prof. Naresh Jadeja, welcomed the Chairperson Dr. Y P Kosta and all the distinguished members of IQAC.

The Agenda for the day was taken up as below:

Item No. 1 – Confirmation of Minutes of the Meeting of IQAC – Marwadi University held on 5th April, 2017.

The Minutes of the Meeting of IQAC of Marwadi University held on 5th April, 2017 was circulated amongst the members of the IQAC for their comments/observations. No comments/observations were received from any of the members.

The Board was requested to consider the same and confirm the Minutes.

The Board agreed to confirm the Minutes and resolved as below:

Resolution:

RESOLVED that, the Minutes of the Meeting of IQAC of Marwadi University held on 5th April, 2017 be **CONFIRMED**.

Item No. 2 – Action Taken Report on meeting of IQAC – Marwadi University held on 5th April, 2017.

The Action Taken Report on the resolution of the said IQAC meeting was placed before the members for consideration and the members were requested to accept.

The members present considered the same and resolved as below:

Resolution:

RESOLVED that, the actions taken on the decisions of the Meeting of IQAC of Marwadi University held on 5th April, 2017 be **ACCEPTED** as reported.

Item No 3 – ICT requirements at Departments.

The suggestions from HODs were invited pertaining to the requirements of ICT at the departments. The Heads of the Department showed displeasure with regard to delay shown by the ICT Department in providing the requirements raised since the last 6 months. Further, it was also put-up by the HODs that the installation of printers at HODs Office and sharing of the printer among the faculty network was also pending in spite of frequent reminders.

The comments from ICT Department – Mr. Pramod Raikwar was invited. It was shared that the requirements raised by the Departments shall be undertaken in a week's time and the installation of shared network printers at the Departments will be executed on an immediate basis.

Resolution:

RESOLVED that, The ICT department shall install printers at the HODs office and shall be shared and networked among faculty members within the time frame of one week. The ICT requirements by the Departments will be undertaken and shall be resolved in a week's time.

Item No. 4 – Mentoring of Students.

Mentoring is a continuous process rendered in the student's life, which helps in sailing easily through his days at the College. The comments on the same were invited from Mr. Mukesh Ambwani and have assured for the implementation on an early basis.

It was advised by Dr. Jadeja that faculty coordinators are responsible for smooth functioning of student mentorship activities shall ensure that students are allocated with the mentors.

Resolution: The advice by Dr. Jadeja, was noted down by the Heads of the Department.

Item No. 5 – Faculty requirement for next academic year.

It was suggested to all the Heads of the Department to have an analysis of faculty strength as against the requirements. The shortfall if any, shall be informed by the concerned HOD to the Dean for recruitment on priority.

Resolution:

RESOLVED that, Heads of the Department will do planning of recruitment and will submit Faculty requirements to HR through Dean for timely recruitment.

Item No. 6 – Acceptance of examination scores [Best of 2 Examination Score]

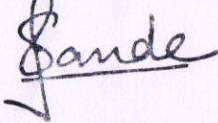
The examination & evaluation policy is an integral part of the learning process during the progression of a course. A variety of assessment methods is being used in the examination and evaluation process for students enrolled for UG and PG Courses. It was proposed and recommended to have a “Best of 2 Examination Score” pattern for considering the evaluation of students' learning. This pattern is being proposed from a student's point of view, which shall enlighten and empower them to score maximum in the academic pursuits.

The proposal of “Best of 2 Examination Score” was discussed in-depth for implementation, recommended and was approved by the Controller of Examination Dr. R L Jhala for implementation.

Resolution:

RESOLVED that, The “Best of 2 Examination Score” pattern was accepted and was noted by the Heads of the Department and implementation by Controller of Examination Dr. R L Jhala.

The Meeting ended with thanks to the Chairperson.



IQAC - Coordinator



Provost
Marwadi University