

8

Minutes of the Meeting

107
Of

IQAC Committee Meeting

(Meeting No: 02.2023)

(Date: 14th September, 2023)



Gujarat Technological University

Nr. Visat Three Roads, Visat - Gandhinagar Highway

Chandkheda, Ahmedabad – 382424 – Gujarat





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/ 8067

Date: /10/2023

૦૬/૧૧

Minutes of IQAC Committee Meeting: 02-2023

The Meeting of IQAC committee was organized on 14th September, 2023, under the chairpersonship of Dr. Rajul Gajjar, Hon'ble Vice Chancellor – GTU, along with Dr. K.N. Kher, Registrar – GTU, Dr. Sanjay Chauhan, Head – IQAC and other members of IQAC committee at GTU.

The Following Members were present during the meeting

Sr. No.	Name	Designation
1	Dr. Rajul Gajjar, Hon'ble Vice Chancellor – GTU	Chairperson
2	Dr. Sanjay Chauhan, Professor & Director, GSP, GTU	Head IQAC & Member Secretary
3	Dr. Chetan Bhatt, BoG Member, GTU	Member
4	Shri Rajubhai Shah, Member, BoG Member, GTU	Member
5	Dr. Shailesh Zala, Former Vice Chancellor, Bhavnagar University	Member
6	Dr. Mahesh T. Chhabria, Associate Dean, Member-Academic Council, GTU and Principal, L.M. College of Pharmacy	Member
7	Dr. K. N. Kher, Registrar, GTU	Member
8	Prof. (Dr.) Pankajray V. Patel, Professor & Director, GSMS, GTU	Member
9	Ms. Shobhanarani Sengunthar, Statistical Officer, GTU	Member
10	Dr. S.D. Panchal, Professor & Director, GTU – GSET	Member
11	Dr. Vaibhav Bhatt, Director-SAST, GTU	Invitee Member
12	Dr. Jignesh Amin, Professor, GSET, GTU	Member
13	Dr. Kaushal Bhatt, Associate Professor, GSMS, GTU	Co-ordinator

The following Member were not able to remain present in the meeting

Sr. No.	Name	Designation
14	Dr. Chirag Vibhakar, In charge Principal, GPERI, GTU	Member

In the beginning, Dr. Sanjay Chauhan welcomed hon'ble Vice Chancellor and respective IQAC committee members and gave the presentation on the activities carried out by IQAC. Dr. Sanjay Chauhan briefed the new members on the objectives of IQAC and importance of organizing the IQAC Committee meeting. He also highlighted the various activities done by IQAC after the last meeting held. Description of each agenda and the resolution made in IQAC meeting is as below:

GTU-IQAC Committee Minutes of the Meeting (No: 02.2023)

Page 1 of 9





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/ 8067

Date: 6/11/2023

Agenda Items for Confirmation

Agenda
02.2023.01

To approve and confirm the minutes of IQAC Committee Meeting No: 01.2023.

Discussion:

The IQAC Meeting 01-2023 was held on date 23/01/2023. The approved minutes is attached herewith.

Resolution:

The IQAC Committee confirmed the minutes of the 01-2023 IQAC meeting held on 23/01/2023. The MOM is attached as Annexure: I.

Agenda
02.2023.02

To note Action Taken Report (ATR) on the resolution made during 01.2023 IQAC Committee Meeting.

Discussion:

1. To discuss progress of NAAC Accreditation work of – GTU.

ATR: University has worked upon the suggestions given by the NAAC mock Peer team members held on 19th to 21st December, 2022 and based on that in the final NAAC peer team visit which was held on 9th to 11th February, 2023 GTU has got A+ grade with 3.26 Score.

2. To discuss on implementation of Academic Bank of Credits (ABC) at University.

ATR:

Name of PG-School	Total Admission in AY-2022-23	ABC Registration Count of AY-2022-23
Graduate School of Pharmacy-GTU	115	107
Graduate School of Engineering and Technology-GTU	102	84
Graduate School of Management Studies-GTU	148	111
School of Applied Science and Technology-GTU	84	84
GPERI-GTU	130	73





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/8067

Date: /10/2023

6/11

SIKS-Dharohar	16	0
GTU affiliated institutes	70,079	28,545

It was resolved that IQAC has to monitor the ABC count of affiliated colleges also and see that all colleges complete the registration of all students for ABC, in time.

3. To approve and implement Administrative Staff Appreciation Policy (ASAP) at GTU.

ATR: Following sections (Best Section of the year) and employees (Best Employee of the year) have been received awards in the 16th Foundation Day of GTU.

- Best Section Awards:7 out of the total applications received 11 (IQAC, GSET, Sports, Dharohar, GPERI, Centre of Continuing Education, Central Library)
- Best Employee Award:12 out of the total applications received 39 (Academic, Ph.D. , Conference, Exam, GSP, Student Support, Registrar Office, GPERI)

Resolution:

The IQAC Committee confirmed the Action Taken Report (ATR) of the 01-2023 IQAC meeting held on 23/01/2023. The ATR is attached as **Annexure: II.**

Agenda Items For Discussion

To discuss and implement the amendment required in the Seed Money Scheme (SMS).

Discussion:

University has approved Seed Money Scheme policy in 01.2020 IQAC meeting and being implemented from the FY-2020-21. Following amendments needs to be implemented in the existing Seed Money Scheme (SMS).

Agenda

02.2023.03

- 1) Addition of the post-doctoral fellow in the scheme.
 - Post-doctoral fellow students can apply in this scheme whose tenure of completion is left of 1 year.
- 2) Following are the proposed financial assistance norms:
 - PG Student-25,000
 - Full time Ph.D Scholer-50,000
 - Post Doc Student-75,000
 - Teachers-1,00,000
- 3) Faculty must act as a Principal Investigator (PI) in the project.
- 4) In each project preferably one CI (Co-investigator) only.
- 5) Format of Utilization Certificate update.





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/8067

Date: 6/10/2023

	<p>Resolution:</p> <p>The mentioned points were discussed thoroughly in the meeting. The suggested amendments have been primarily approved by all committee members. However, Hon'ble Vice Chancellor and the chairperson of IQAC committee, suggested and formed a committee comprising of Dr. Chetan Bhatt, Dr S D Panchal, Dr Mahesh Chhabaria and Dr. Kaushal Bhatt to revisit the policy by taking reference of other university and suggest necessary changes to promote research culture at university.</p>
<p>Agenda</p> <p>02.2023.04</p>	<p>To discuss and implement the amendment required in the Staff Recognition Scheme (SRS).</p> <p>Discussion:</p> <p>IQAC-GTU has launched a Staff Recognition Scheme to recognize notable work/activity done by University Staff (Teaching and Nonteaching). Under this Scheme University will felicitate its Staff Members with respect to the Honour they received from the Recognised State, National or International Agency for their notable Work/Achievement or any other contribution in the Field of Industry/institute/ Society, etc. The Appreciation of their work will be awarded by GTU on its Foundation day (16th May) every year.</p> <p>Following amendments needs to be implemented in the existing Staff Recognition Scheme (SRS).</p> <p>1) Proposed Categories of Recognition:</p> <ul style="list-style-type: none">• Recognition from other Institute/University for contribution in Conferences/Seminar up to the session chair.• Patent Granted• Award for achievement in Extracurricular/Co-curricular activities. <p>2) There should be no Financial reward provided from GTU if the applicant received any financial assistant from the recognize external agency only certificate will be provided.</p> <p>3) Application in the multiple category is not allowed.</p> <p>4) Declaration should be forwarded through the Director.</p> <p>Resolution:</p> <p>The mentioned points were discussed thoroughly in the meeting. The suggested amendments have been primarily approved by all committee members However, Hon'ble Vice Chancellor and the chairperson of IQAC committee, suggested and formed</p>



[Handwritten signature]



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/4067

Date: 6/10/2023

	<p>a committee comprising of Dr. Chetan Bhatt, Dr S D Panchal, Dr Mahesh Chhabaria and Dr. Kaushal Bhatt to revisit the policy and suggest necessary changes to recognize the efforts of faculty members at university.</p>
<p>Agenda 02.2023.05</p>	<p>To discuss and implement the amendment required in the Administrative Staff Appreciation Policy (ASAP).</p> <p>Discussion:</p> <p>The IQAC GTU has prepared the Administrative Staff Appreciation Policy (ASAP) to recognize and reward the individual employees and section heads of GTU, who achieve that extra mile to raise the bar of performance levels while demonstrating constructive behaviours and actions, in alignment with the vision, Mission and Core Values of the University.</p> <p>Categories of Recognition</p> <ul style="list-style-type: none">• Best Section of the Year Award. (Financial Reward of ₹. 10,000/-)• Best Employee of the Year Award. (Financial Reward of ₹. 5,000/-) <p>Resolution:</p> <p>Committee has review and discussed the policy and resolved to provide appreciation certificate to section head of the Best Section award winner on the foundation day program. Also Key Performance Indicators (KPIs) should be identified. It is also suggested to merge this policy with SRS and two different segments i.e. For Faculty Members and For Admin staff members may be kept and applications may be invited separately. It is also resolved that applications of non-teaching staff shall be forwarded through establishment section and Registrar. Application of Director shall be forwarded through Hon'ble Vice Chancellor. Declaration from teaching staff shall be forwarded through the respective Director of the schools.</p>
<p>Agenda 02.2023.06</p>	<p>To discuss and implement the amendment required in the Financial Assistance Scheme for the Teachers (FAST).</p> <p>Discussion:</p> <p>University has launched FAST (Financial Assistance Scheme for Teachers) to promote quality research and provide awards for quality publication in the academic year 2021-</p>





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/8067

Date: /10/2023

6/11

	<p>22. Following amendments needs to be implemented in the existing Financial Assistance Scheme for the Teachers (FAST).</p> <ol style="list-style-type: none">1) Along with the application screenshot of paper published in UGC care or Scopus or Web of Science must be attached and highlighted.2) Only first author is eligible to apply for the financial assistance under this policy.3) Joint authors (within GTU or outside GTU) are allowed in the research paper but only GTU faculty will be eligible to apply for the award and he/she must be first author in the paper.4) GTU faculty member may apply in this scheme if his/her Ph.D scholar jointly published research paper in UGC Care/Scopus/Web of Science journal. So, in such cases the faculty member is eligible to get the financial assistance. <p>Resolution:</p> <p>The suggested amendments have been primarily approved by all committee members However, Hon'ble Vice Chancellor and the chairperson of IQAC committee, suggested and formed a committee comprising of Dr. Chetan Bhatt, Dr S D Panchal, Dr Mahesh Chhabaria and Dr. Kaushal Bhatt to revisit the policy and suggest necessary changes in the said policy.</p>
<p>Agenda</p> <p>02.2023.07</p>	<p>To publish 2nd cycle of Research Promotion Scheme for Minor Research Projects. (RPS-MRP).</p> <p>Discussion:</p> <p>The objective of the scheme is to stimulate the faculty members of Affiliated Institute for good quality research work and to provide financial support from the University. This scheme is effective from AY-2021-22. Following amendments needs to be implemented in the existing Financial Assistance Scheme for the Teachers (FAST).</p> <ol style="list-style-type: none">1) The financial assistance need to be increased for this scheme for approved project from INR 50,000 to INR 1, 00,000.2) The grant will be disburse on the institute bank account and institute has to transfer the grant amount to Principal Investigator (PI). <p>Resolution:</p> <p>The committee formed for changes in SMS will also review this scheme by looking at similar scheme of other universities and HEIs. Based on this, the scheme will be reframed and put up for reconsideration this agenda in next meeting.</p>





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/૪૦૬૧

Date: /10/2023

૬/૧૦

Agenda 02.2023.08	<p>To discuss the introduction of Interdisciplinary course for students of PG Schools of GTU.</p> <p>Discussion:</p> <p>IQAC committee members has reviews and discussed the guideline of the Interdisciplinary Elective course.</p> <p>Resolution:</p> <p>IQAC committee members has resolved that Interdisciplinary course need to be implemented after discussion with Academic section and IT section of GTU. It was suggested that such changes in curriculum cannot be stopped just because of roadblocks in the implementation while syllabus upload or examination purpose. Guideline of Interdisciplinary elective course is attached herewith as Annexure-VIII.</p>
Agenda 02.2023.09	<p>To allocate mentors to the mentee institutes under the Visheshagya Scheme of IQAC, GTU. (Cycle-2)</p> <p>Discussion:</p> <p>GTU has launched 'Visheshagya' - A mentor for Accreditation scheme for the affiliated institutes. The objectives of the scheme are to provide Mentoring support to affiliated institutes by Empanelling Senior Academician i.e. Visheshagya (Mentor) who will help the institute to apply for the NBA/ NAAC Accreditation process and To make maximum programmes of affiliated technical institutes accredited in the next few years.</p> <p>Resolution:</p> <p>GTU IQAC has received total 04 applications from mentee under Visheshagya Scheme of IQAC. IQAC committee suggested to prepare data of previous both cycle's about the status of NBA and NAAC accreditation wherever Visheshagya where appointed by GTU under this scheme.</p>
Agenda 02.2023.10	<p>Table agenda if any with the permission of chair.</p> <p>1) To discuss and implement the amendment required in the Performance Appraisal Report of Teachers (PART).</p> <p>Discussion:</p> <p>In this policy each task has specific points that faculty members under review must claim. However, reporting or reviewing officers must rate claimed points on a scale of</p>





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/૪૦૬૭

Date: /10/2023

૬/૧૧

0-3, indicating their level of satisfaction with the outcome achieved and the performance of the faculty member in the assigned work. The rating system ranges from 0 (Not Satisfied) to 3 (Very Good/Excellent).

Resolution:

Committee has suggested to add remarks to allot ratings from 0(Not Satisfied) to 3 (Very Good/Excellent) indicating their level of satisfaction with the outcome achieved and the performance of faculty members in the assigned work in section C and D of PART policy.

2) To approve Guidelines for Engaging Professor of Practice in Universities PG School and affiliated Colleges of GTU.

Discussion:

IQAC Committee members have review and discussed the draft guidelines of for Engaging Professor of Practice in Universities PG School and affiliated Colleges of GTU prepared by IQAC in line with Guidelines of UGC and AICTE.

Resolution:

IQAC committee has review the guidelines of Professor of Practice of GTU and suggested to include only hard-core industrialist in this policy. It is decided that committee comprising of Dr. Chetan Bhatt, Dr S D Panchal, Dr Mahesh Chhabaria and Dr. Kaushal Bhatt will reconsider the policy by taking reference of other university's policy.

Agenda Items For Consideration

Agenda

02.2023.11

To consider and approve departmental IQAC committee meeting MOM of Graduate School of Pharmacy-GTU.

Discussion:

GTU Graduate School of Pharmacy has introduced B. Pharm Course with the intake of 60 students from AY 2022-23. The Program Outcomes (POs) for B.Pharm recommended by NBA are adopted by GSP. The Course Outcomes for B.Pharm Semester 1 and Semester 2 are finalized and approved by GSP IQAC. The same is enclosed as Annexure 11.





GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat under Gujarat Act No. : 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Ref: GTU/IQAC/CM/02.2023/MOM/2023/ ૪૦૬૭

Date: /10/2023

૦૬/૧૧

	<p>Resolution:</p> <p>The IQAC Committee approves the Minutes of Meeting of Graduate School of Pharmacy-GTU.</p>
<p>Agenda 02.2023.12</p>	<p>To consider and approve departmental IQAC committee meeting MOM of Graduate School of Engineering and Technology-GTU.</p> <p>Discussion:</p> <p>GTU Graduate School of Engineering and Technology has introduced UG Course in BE (Computer Engineering) with the intake of 60 students from AY 2023-24. GSET AQAC committee meeting held on 30-6-2023 to approve PSO and PEOs for new UG course. The PSO/PEOs finalized and approved by GSET IQAC committee. The MOM with approved PSO and PEOs is attached herewith as XII.</p> <p>Resolution:</p> <p>The IQAC Committee approves the Minutes of Meeting of Graduate School of Engineering and Technology-GTU.</p>

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

Member Secretary
IQAC Committee – GTU

03/11/23
Registrar

To,

1. All the Committee Members, IQAC, GTU.

Copy Forwarded for information and necessary action,

1. All Concern Section of the University.

Copy Forwarded for information,

1. PA to Registrar.

2. PA/PS to Hon'ble Vice Chancellor.

