

DHARMSINH DESAI UNIVERISTY

Minutes of the third IQAC meeting held on 24rd of March 2022 at 12:30 PM in the university Boardroom.

1. IQAC Coordinator has presented MOM of the second IQAC meeting held on 23rd of December 2021 at 12:00 Noon. The committee unanimously approved minutes of the MOM.

2. IQAC coordinator presented detailed action taken report based on the discussion and suggestions given during the third IQAC meeting held on second IQAC meeting held on 23rd of December 2021 at 12:00 Noon. The committee unanimously approved the action taken report.

IQAC coordinator has informed the memers regarding the progress about the feed back to be collected at the end of the semester and annually from various stake holders. Committee suggested to collect the feed back online. Also suggested to perform the analysis of the feedback centrally and prepare a summary report.

3. Dr M S Rao has informed the members regarding need for the following in detail and the committee has discussed in detail about the next course of action, necessary efforts to update the curriculum as per the requirements of NAAC and regulatory/evaluating agencies.

- Each department must complete the process of CO, PO and PSO mapping

- Course updating and syllabus revision target must be fixed at 100% .
- All programs must implement syllabus revision and review requirements
- 100% programs must Revise syllabus before end of this academic year. It is to be noted that we need not compromise AICTE, NMC, DCI, PCI requirements to do the above
- Improve the course content to increase the employability/entrepreneurship/skill development.
- At least 10% of courses must be new in the form of core as well as elective subjects
- A functional CBCS system needs to be introduced
- Introduce a course on Professional Ethics ,Gender, Human Values ,Environment and Sustainability for all branches in the university
- value-added courses for imparting transferable and life skills must be offered in each branch eg Yoga, Stress management, Cooking classes, communication skills etc
- Outcome based learning such as experiential learning, participative learning and problem solving methodologies we are introducing is expected to address some of these problems We need to collect data to support our claim that we provide all of them to students.
- The CO, PO and PSO mapping must be passed through BOS meeting must reflect the discussion on these aspects. BOS and AC data must be collected in necessary format

4. Examination reform related requirements of NAAC were taken up for discussion. It was resolved to implement reforms After due consent from the Vice chancellor examination reforms are implemented by incorporating course outcomes and Blooms Taxonomy levels in the question papers. Members suggested to conduct a seminar on how to prepare question papers to meet the requirements of attainment calculations is organized for faculty members. It was also decided to implement the reform in the forth coming academic year onwards. The need for updated examination manual was expressed by some of the members.

It was decided to make this manual available on our website. Important points discussed were as follows.

- Examination reforms for attainment of CO/PO is required. Entire process of CO based question papers must be completed. The same must be eventually to be linked with e GoV system.
- We need to develop a system to keep record of student complaints/grievances about evaluation practices followed at University. IT enabling of student services is appreciated by NAAC.
- Exam section can prepare evaluation process manual that will bring in more transparency. More exam related activities should have IT integration to claim full score.
- Awareness programs regarding outcome based learning has to be conducted. Examination reforms related to paper setting and evaluation must be implemented. Data related to CO based paper evaluation must be preserved. A template for paper setting must be prepared to begin with. Assessment record for each CO is prepared and preserved
- After defining of PO, PSO, PEO and CO. We need to bring in exam reforms to justify the attainment. Information related to the same should be made available on website.

5. Committee was informed by the coordinator regarding the status of AQAR to be submitted. Members suggested that AQAR submission must be streamlined after the pandemic. Asked the coordinator to take necessary steps to collect necessary data from all stake holder to prepare AQAR for the academic session 2021-22. Dr Naresh Patel emphasized the need for supporting documents to complete the task of AQAR submission before 31st of March 2022.

6. Status report prepared in the month of January regarding SSR submission and NAAC peer team visit was presented to the members. The status report was discussed in detail and various steps to be taken to improve the quality of education has been identified. It was felt that substantial improvement is needed.

7. Members suggested to prepare the road map for re accreditation of 3rd cycle. Coordinator explained the need for internal as well as external mock peer team visits to identify specific actionable lacunae.

8. To discuss about the quality of research and publications

Dr M S Rao informed about the process followed at DDU for similarity checks. He said that DDU has clearly stated policy on plagiarism check in accordance with UGC notifications of 2018 and 2021. Dean faculty of Pharmacy Dr Suhagia expressed the need for purchase of necessary software and dean faculty of Dental sciences substantiated the arguments forwarded by Dr Suhagia. It was also suggested to conduct awareness seminars for faculty members on “How to use turnitin” software for similarity check. It was decided by the IQAC committee to keep least one publication in Scopus, web of sciences and Medpub as minimum requirement before allowing the thesis for review process.

IQAC has decided to allow communication between the PhD supervisor and the proposed reviewer. Necessary format to be followed during communication and documents to be submitted to examination section along with list of Indian and foreign reviewers are to be prepared to be submitted to the committee during the next meeting for the approval of the committee.

9. Members expressed concern regarding poor performance in criteria -III. Hence decided encourage each faculty member to submit for funded research Projects before December 2022.
10. Committee decided to implement Guidelines for establishment of Research and Development cell in the higher education institutes issued by University Grants Commission Ref No 1-5/2021(NEP/DESK-PaRL) dated 14th March 2022.
11. As there were no other items to be discussed the meeting has ended with vote of thanks by the coordinator.