

MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

DETAILS OF THE MEETING

Ref No: RKU/IQAC/17/08/03

Date: 16.08.2017

To,
Members,
IQAC Cell,
RK University.

Respected Members of IQAC Cell,

I would like to invite you for the upcoming meeting of the IQAC Cell of RK University. I hope that you will be able to attend this meeting and help us in deliberating the matters mentioned in the agenda items.

Looking forward to meeting you for fruitful discussions.

Meeting Details:

Date : August 23, 2017, Wednesday

Time : 02:15 pm

Venue : Plato, School of Engineering, RKU Rajkot

Agenda Items:

- Agenda Item 1:** Approval of the minutes of the previous meeting.
- Agenda Item 2:** Progression on Annual Quality Assurance Report (AQAR) - Academic Year 2017-18
- Agenda Item 3:** To welcome Prof. (Dr.) T. R. Desai, Provost, RK University
- Agenda Item 4:** To give briefing on project "CABCIN"

Agenda Item 5: API Form submission.



Prof. (Dr.) T. R. Desai
Provost,
RK University



MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

ATTENDANCE SHEET

Ref No: RKU/IQAC/17/08/04

Date: 23.08.2017

Sr. No	Executive	Designation	Member Category	Signature
1	Prof. (Dr.) T.R. Desai	Provost, RK University	Chairperson	
2	Prof. (Dr.) Ajitkumar N. Shukla	Dean, Faculty of Technology	Member Secretary & Coordinator	
3	Mr. Mohit Patel	Vice President, RK University	Member	
4	Dr. Ashish Tanna	Assistant Professor, School of Science	Member	
5	Dr. Amit Sharma	Deputy Director, School of Physiotherapy	Member	
6	Dr. Chetan Detroja	Assistant Professor, School of Pharmacy	Member	
7	Mr. Chintan Rajani	Assistant Professor, School of Management	Member	
8	CA Hitesh Popat	Finance Officer, RK University	Member	
9	Mr. Samir Atara	Assistant Professor, School of Pharmacy	Member	

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DETAILS OF THE MEETING

Ref No: RKU/IQAC/17/08/04

Date: 23.08.2017

Date : August 23, 2017, Wednesday

Time : 02:15 pm

Venue : Plato, School of Engineering, RKU Rajkot

A Meeting of the IQAC was held in presence of the following Executives:

Sr. No	Executive	Designation	Member Category
1	Prof. (Dr.) T.R. Desai	Provost, RK University	Chairperson
2	Prof. (Dr.) Ajitkumar N. Shukla	Dean, Faculty of Technology	Member Secretary & Coordinator
3	Mr. Mohit Patel	Vice President, RK University	Member
4	Dr. Ashish Tanna	Assistant Professor, School of Science	Member
5	Dr. Amit Sharma	Deputy Director, School of Physiotherapy.	Member
6	Dr. Chetan Detroja	Assistant Professor, School of Pharmacy	Member
7	Mr. Chintan Rajani	Assistant Professor, School of Management	Member
8	CA Hitesh Popat	Finance Officer, RK University	Member
9	Mr. Samir Atara	Assistant Professor, School of Pharmacy	Member

Agenda Item 1:

Approval of the minutes of the previous meeting.

Prof. (Dr.) T. R. Desai gave the confirmation of the minutes of the previous meeting held on 23 May 2017. The minutes of the meeting of 23 May 2017 were read and confirmed.

Agenda Item 2:

Progression on Annual Quality Assurance Report (AQAR) - Academic Year 2017-18

Final draft of Annual Quality Assurance Report (AQAR) - Academic Year 2017-18 has been completed to submit in the Governing Body.

Agenda Item 3:

To welcome Prof. (Dr.) T. R. Desai, Provost, RK University

All the members welcomed Prof. (Dr.) T. R. Desai, Provost, RK University as chairperson of the cell. Prof. Shukla gave the briefing of the IQAC objectives, functioning etc.

Agenda Item 4:


To give briefing on project "CABCIN"

All the members appreciated the efforts of office of international affairs to be part of CABCIN project, Launched by European Union under Erasmus+ program run by 5 international universities across the world to enhance teaching ability of faculties, amongst the 5 universities of India. It was also decided to Establish Capacity Building Center at RK University.

Agenda Item 5:

API Form Submission.

It was instructed to all the directors to complete API Form assessment of teaching staff.


Prof. (Dr.) T. R. Desai
Provost,
RK University




MEETING OF THE INTERNAL QUALITY ASSURANCE CELL

ACTION TAKEN REPORT

Ref No: RKU/IQAC/17/08/04

Date: 23.08.2017

1. Approval of the minutes of the previous meeting sanctioned
2. Final draft of Annual Quality Assurance Report (AQAR) - Academic Year 2017-18 has been completed to submit in the Governing Body.
3. All the members welcomed Prof. (Dr.) T. R. Desai, Provost, RK University as chairperson of the IQAC.
4. It was also decided to Establish Capacity Building Center at RK University.
5. it was decided to complete the API process within time limit.
6. Next IQAC meeting is scheduled on 05/09/2017.


Prof. (Dr.) T. R. Desai
Provost,
RK University

