

Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



**SUMANDEEP VIDYAPEETH**

An Institution Deemed to be University u/s.3 of UGC Act, 1956

Accredited by NAAC with a CGPA of 3.53 on a Four Point scale at 'A' Grade

SVDU/IQAC/OW/22

8<sup>th</sup> January 2016

**Minutes of Meeting**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 06.01.2016, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss about the accreditation received by the Institution in November 2015.
2. To discuss about forth coming IQAC Working committee meeting for Strategy Planning of remaining year.
3. To discuss about collection and analysis of 1<sup>st</sup> Semester Data for AQAR all the constituent institutes & Service Sections of University.
4. Any Other matter with the permission of chair.

The above agendas were taken up for discussion as under:

**Agenda 1:** To discuss about the accreditation received by the Institution in November 2015.

The Member Secretary deliberated about the NAAC accreditation process undergone by the Institution in the month of November 2015. After the peer team visit, the Institution is accredited by the NAAC with a CGPA of 3.53 at a four-point scale at 'A' Grade.

As per the guidelines of the NAAC, the institution shall be submitting the filled Annual Quality Assurance Report (AQAR) at the end of each academic year for next four year (2015-16, 2016-17, 2017-18 and 2018-19, before the second cycle of NAAC which will be scheduled in the month of November 2020. the fifth AQAR is not required to be submitted

**Agenda 2:** To discuss about forth coming IQAC Working committee meeting for Strategy Planning of remaining year.

Attested CTC

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Website: www.sumandeepvidyapeethdu.edu.in; E-mail: director.iqac@sumandeepvidyapeethdu.edu.in, dr.chandramanimore@gmail.com



Vice-Chancellor

Sumandeep Vidyapeeth  
An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia.  
Dist. Vadodara-391 760. (Gujarat)

24/06/2021

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The IQAC discussed about the strategic measures to be followed by the institution for maintaining the quality of standards as per NAAC. For this, the IQAC Working committee has formulate a strategic plan for further improvement in the weaker areas identified during the accreditation process. This includes sensitizing the faculty and the other staff regarding quality improvement strategies in all the seven criterions as per NAAC.

**Agenda 3:** To discuss about collection and analysis of 1<sup>st</sup> Semester Data for AQAR all the constituent institutes & Service Sections of University.

After due deliberations the committee found that, for the collection and verification of entire Academic year data is time consuming if done only once in a year. So, the committee resolved that the entire academic year can be divided to two semesters so that verification and validation of data can be done at the end of each semesters. Based on that each institute/ cell / Section/ association shall undergo an academic and administrative audit at the end of each semester and the data shall be compile and validated and sent in the form of AQAR to NAAC.

**Agenda 4:** Any Other matter with the permission of chair.  
There was no matter in the present agenda  
With the vote of thanks, the meeting was adjourned

Dr. Chandramani B. More  
Member Secretary, IQAC Committee

Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

Copy for information:

1. Vice-Chancellor
2. Registrar
3. Director, IQAC



Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth

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Dr. Chandramani B. More  
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SVDU/IQAC/OW/23

12<sup>th</sup> January, 2016

**Action Taken Report**

For First IQAC Meeting held on 06/01/2016 of Academic Year 2015-16

Sr.No	Agenda	Action Taken	Remarks if any
1.	To discuss about the accreditation received by the Institution in November 2015.	As per NAAC the Institution shall be submitting the filled AQAR at the end of each academic year for next four year	-
2.	To discuss about forthcoming IQAC Working committee meeting for Strategy Planning of remaining year.	To formulate a strategic plan for further improvement in the weaker areas identified during the accreditation process	-
3.	To discuss about collection and analysis of 1 <sup>st</sup> Semester Data for AQAR all the constituent institutes & Service Sections of University.	The entire academic year can be divided into two semesters each institute/ cell / Section/ association shall undergo an academic and administrative audit at the end of each semester and the data shall be compile and validated and sent in the form of AQAR to NAAC	-
4.	Any Other matter with the permission of chair.	Nil	-

Dr. Chandramani B. More  
Member Secretary, IQAC Committee



**Attested CTC**

Vice-Chancellor  
Sumandeep Vidyapeeth

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Dist. Vadodara-331 760. (Gujarat)

24/06/2021

Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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SVDU/IQAC/OW/24

4<sup>th</sup> February, 2016

**Minutes of Meetings**

Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 02.02.2016, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth University of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. Analysis report of 1<sup>st</sup> Semester Data
2. Any Other matter with the permission of chair.

The above agendas were taken up for discussion as under:

**Agenda 1: Analysis report of 1<sup>st</sup> Semester Data**

The IQAC discussed the about analysis report of 1<sup>st</sup> Semester data.

Following criterions were highlighted with analysis report of 1<sup>st</sup> Semester data.

**Criteria II** - Dr. Harish Pandit emphasized a lacunae of Human Resource Development program.

**Criteria III** - Dr. Narayan Kulkarni highlighted lacunae in Research patents, IPR and institutional social responsibility activity.

**Criteria VII** - Dr. Pinkal Shah suggested improvement in the strategy of collection of online feedback.

**Attested CTC**

*[Signature]*  
Vice-Chancellor

24/06/2021



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Agenda 2: Any Other matter with the permission of chair.

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

Dr. Chandramani B. More  
Member Secretary, IQAC Committee

Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

Copy for information:

1. Vice-Chancellor
2. Registrar
3. Director, IQAC



Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth

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24/06/2021

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SVDU/IQAC/OW/25

6<sup>th</sup> February, 2016

### Action Taken Report

For Second IQAC Meeting held on 02/02/2016 of Academic Year 2015-16

Sr.No	Agenda	Action Taken	Remarks if any
1.	Analysis report of 1 <sup>st</sup> Semester Data	Measures initiated to overcome the lacunae found during the audit.	-
2.	Any Other matter with the permission of chair. <ul style="list-style-type: none"><li>Strategic planning for collection of data</li></ul>	Instructed the committee heads and the HOI's regarding strategic collection of data from the departments, institutes and cells.	-

Dr. Chandramani B. More  
Member Secretary, IQAC Committee



**Attested CTC**

Vice-Chancellor

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SVDU/IQAC/OW/26

27<sup>th</sup> February 2016

**Minutes of Meetings**

Meeting of Internal Quality Assurance Cell(IQAC) was conducted on 25<sup>th</sup>February 2016, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth University of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M MSattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss about the Compilation & Analysis of 2<sup>nd</sup>Semester Data
2. To discuss the First cycle of Internal Audit
3. Any Other matter with the permission of chair.

The above agendas were taken up for discussion as under:

**Agenda 1: To discuss about the Compilation & Analysis of 2<sup>nd</sup>Semester Data**

The IQAC discussed the about compilation and analysis report of 2<sup>nd</sup>Semester data.

The analysis report of 2<sup>nd</sup>Semester data was presented by the director IQAC, and major lacunas were discussed by the committee especially in Criteria II and Criteria III.

A Major emphasis on criteria III especially externally funded research projects shall be improved by the institute faculties.

**Agenda 2: To discuss the First cycle of Internal Audit**

The IQAC discussed the strategy for First Cycle of Internal Audit.

Attested CTC

*[Signature]*  
Vice-Chancellor

24/06/2021



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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The following members were allotted for respective criteria.

Criteria I - Dr. Manoj Kulkarni

Criteria II- Dr. Harish Pandit

Criteria III- Dr. Narayan Kulkarni

Criteria IV- Dr. Palak Mistry

Criteria V- Dr. Swami PGN

Criteria VI - Dr. Girish Sailor

Criteria VII- Dr. Pinkal Shah

**Agenda 3:** Any Other matter with the permission of chair.

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

**Dr. Chandramani B. More**  
Member Secretary, IQAC Committee

Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

Copy for information:

1. Vice-Chancellor
2. Registrar
3. Director, IQAC

**Attested CTC**

**Vice-Chancellor**

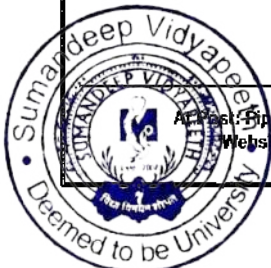
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SVDU/IQAC/OW/27

2<sup>nd</sup> March 2016

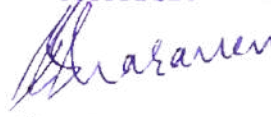
**Action Taken Report:**

For Third IQAC Meeting held on 25/02/2016 of Academic Year 2015-16

Sr No	Agenda	Action Taken	Remarks if any
1.	Compilation & Analysis of 2 <sup>nd</sup> Semester Data	Data collected, compiled and analysis done. The lacunas found were corrected in HR section and Research Cell	-
2.	First Cycle of Internal Audit	A strategic plan has made for First Cycle of Internal Audit	-

  
Dr Chandramani B. More  
Director, IQAC

**Attested CTC**



Vice-Chancellor

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SVDU/IQAC/OW/28

18<sup>th</sup> March 2016

**Minutes of Meetings**

Fourth Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 16<sup>th</sup> March 2016, 2:00 pm at Chanakya Hall, University building, Sumandeep Vidyapeeth University of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

- 1) To discuss the Status / Execution of Proposed Future plan of each Institute / Section /Cell for the year 2015-16
- 2) To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2015-16
- 3) To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.
- 4) To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.
- 5) To review the Scientific Publications and intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.
- 6) To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.
- 7) To discuss about Maintaining of Records at Institute / Section / Cell level from the academic year 2015.
- 8) To review and discuss activities of Alumni Association at each institute and at University level.
- 9) Any other matter with the permission of chair.

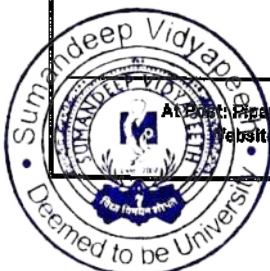
The above agendas were taken up for discussion as under:

**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**  
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**Agenda 1:** To discuss the Status / Execution of Proposed Future plan of each institute / Section /Cell for the year 2015-16

The Member Secretary presented proposed Future plan of each Institute / Sections /Cells for the year 2015-16. The HOI's / Principals or their Representatives actively participated in this agenda. The discussion was concluded with a directive from Hon'ble Vice Chancellor that each Institute / Sections / Cells shall execute the proposed future plan in a systematic way so that the stakeholders are benefited.

**Agenda 2:** To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2015-16

The Member Secretary presented the Planned Quality enhancement related programs organized by IQAC for the academic year 2015-16 which are as under:

- a) Basic workshop on "Medical Education Technology (MET) for Medical and Health Sciences"
- b) National Conference on Quality Enhancement Practices in Health Education with theme, "Curriculum Design & Development"
- c) Seminar on "Awareness about Patent and Legal aspect of Intellectual Property Rights"

The Chairman directed all the HOI's to ensure that all the teaching faculties and interested students, must participate in all the above programs, in full strength.

**Agenda 3:** To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.

The Member Secretary, suggested all the members that they should organize more number of development programs which will benefit the various stakeholders and shall focus on Faculty / Student / Nonteaching / Women / Research Programs. The IQAC handed over the respective list of proposed programs to all the members.

The Chairman suggested to maintain timeline for conducting the development programs and advised to organize these programs which are not conducted so far, in



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**Director**  
**Internal Quality Assurance Cell**



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multiple's so that maximum people are benefited. Many members raised difficulties, about overlapping of programs. The Chairman informed the members to discuss out all these issues with IQAC Director. Following is the list of minimum proposed programs, which are to be organized by Institutes / Sections / Cell / Department etc. in the interest of teaching & non-teaching staff and students. The Chairman directed the members to ensure that all the students and faculty members should participate in all these programs.

**1. Programs to be organized by Institutes and Hospital:**

**• For Teaching Faculty and Students -**

1. Hands on Training program
2. Webinar
3. Live Surgical Demonstration
4. Statutory Council Accredited Academic programs
5. Refresher course
6. NABH / NABL training
7. ICMR / Govt. Training programs
8. Faculty and Student exchange program
9. Book / Equipment/ Material exhibition
10. Staff / Student exchange program
11. Practice Development and Management.
12. Empathy towards Patient
13. ACLS and BLS
14. Soft skills for Students
15. Summer Winter schools and Workshop, ETC

**• For Non-Teaching / Support Staff -**

1. Soft Skill Training
2. Infection Control
3. Occupational Hazards
4. Empathy Towards Patient
5. Biomedical Waste Management
6. First Aid Workshop

**Attested CTC**

*Chandramani*  
24/06/2021

**Vice-Chancellor**

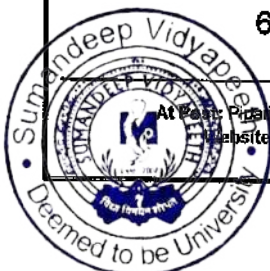
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7. Anti-Sexual Harassment Workshop
8. Documentation, Letter Drafting and other Administrative Training Program
9. Interdepartmental Coordination
10. Communication Skills
11. Time Management Training
12. Fire Safety Drill, ETC.

**2. Programs to be organized by HR department, SVDU:**

**For Employees of University-**

1. Orientation / Induction program for Newly inducted staff
2. Disaster management program
3. Road safety
4. Insurance policies
5. Financial management
6. Workplace Safety
7. Language training
8. Computer training
9. Gender Sensitization
10. Stress Management
11. Universal Values and Ethics, ETC.

**3. Sensitization Programs to be organized by Centre for Health Entrepreneurship Development, SVDU:**

**• For Employees and Students of SVDU-**

1. Entrepreneurship Development Awareness Program
2. Industry Responsive Skills
3. Empowerment of Women through Skill and Entrepreneurship.
4. Empowerment of SC / ST / Economically backward Individual through Skill and Entrepreneurship
5. Achievement Motivation Training program. ETC.

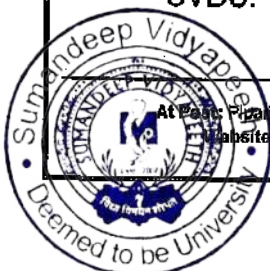
**4. Sensitization Programs to be Organized by Institutional Social Responsibility Cell, SVDU:**

**Attested CTC**

**Vice-Chancellor**

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For Employees and Students of SVDU-

1. Nation Building through Community Service
2. Leadership, Community and Team Building Skills
3. Community based Development Initiatives.
4. Forms of Community Services
5. Social responsibility through Nature Conservation,
6. Swachh Bharat
7. AIDS Awareness
8. Gender Equity / Equality
9. Community Extension Program
10. Health awareness Program, ETC.

5. Programs to be Organized by Staff and Student Welfare Committee:

• For Staff Welfare – Sensitization programs shall be organized on-

1. Vocational Guidance
2. Maternal benefits
3. Yoga and Meditation
4. Soft-skill development
5. Entrepreneurship schemes
6. Medical Assistance (Concessional Health card) to Teaching & Non-teaching staff
7. Financial Assistance for Family Maintenance to the family of the deceased employee
8. Financial Assistance for Higher Education to the employees
9. Sabbatical / On Duty Leave Support for Higher Education to the employees.
10. Paternal Leave
11. Financial Assistance for the higher education of the Children of the employee
12. Merit Scholarships to the extra ordinary children of employee
13. Meritorious awards to Teachers
14. Employee's safety Assistance Scheme
15. LAPTOP Scheme

**Attested CTC**

**Vice-Chancellor**

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**Director**  
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16. Free Transport Facility
  17. Free Internet Facility
  18. Rent Free Quarters
  19. Food at subsidized cost
  20. Interest Free Personal Loans
  21. Support system in case of Distress e.g. Woman Welfare Committee, Grievances Redressal Cell, Anti Sexual Harassment Cell
  22. Crèche' facility at Work place
  23. Recreational Facilities at Work place
  24. Retirement benefit
- For Student Welfare – Sensitization programs shall be organized on-
1. Seminar on various government scholarship schemes
  2. Program on various financial supporting bodies
  3. Institutional Financial Support
  4. Programs for SC/ ST/ Backward students on special assistance from Government /Private agencies.
  5. Educational avenues in foreign countries.
  6. Information and Guidance Bureau for weaker and marginalized students
  7. Use of holistic approach for progress of students
  8. Programs related to personality development
  9. Guidance for Competitive examinations
  10. Entrepreneurship schemes
  11. Job Placement
  12. Career Counseling
  13. Soft-skill development
  14. Remedial coaching
  15. Language lab
  16. Bridge course
  17. Yoga and Meditation
  18. Personal Counseling
  19. Mentorship

**Attested CTC**

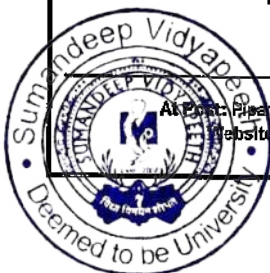
*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia,  
Dist. Vadodara-391 760. (Gujarat)

24/06/2021



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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An Institution Deemed to be University u/s.3 of UGC Act, 1956

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20. Professional development
21. Medical Assistance (Concessional Health card) to Students
22. Merit Scholarships for Extra ordinary Students
23. Meritorious awards to Students
24. Student's safety Assistance Scheme
25. LAPTOP Scheme
26. Subsidized Transport Facility
27. Free Internet Facility
28. Food at subsidized cost
29. Interest Free Loans for Tuition Fees
30. Support system e.g.: Student council, Mentorship Program, Counseling Centre, Anti-Raging committee, Emergency help line numbers, Career & Competitive Examination Forum, Alumni association, and Women empowerment system etc.
31. Recreational Facilities at Institute / University e.g.: Gymnasium, Sports complex, Garden, Temple, Yoga center etc.

6. Programs to be Organized by Research Cell (SVIEC, IPR Cell, Innovation Cell etc.)

• For Teaching Faculty and Students-

1. IPR
2. Research Funding
3. Undertaken Collaborations
4. Bioethics
5. Scientific writing
6. Research Proposal writing
7. Plagiarism
8. Innovations and Start ups
9. Clinical Trials
10. GCP and Y- schedule
11. Workshops on Molecular Techniques and Genetic SequencingETC.

**Attested CTC**

*Chandramani*  
24/06/2021

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

An Institution Deemed to be University

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Website: www.sumandeepvidyapeethdu.edu.in; E-mail: director.iqac@sumandeepvidyapeethdu.edu.in, drchandramanimore@gmail.com

**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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**7. Sensitization Programs to be Organized by Internal Complaint Committee & Women Welfare, SVDU:**

- For Employees and Students-
  1. Self-defense program
  2. Save Girl Child
  3. Healthy Mother Healthy Child
  4. Breast feeding
  5. Child Abuse and Neglect
  6. Family Design and Development
  7. Domestic Violence
  8. Dowry
  9. Indian Laws for Women, ETC.

**8. Programs to be Organized by Sports Section:**

- For Employees and Students-
  1. Inter Collegiate / State level / National level Sports programs.
  2. Coaching programs for students
  3. Coaching programs for indoor / outdoor games
  4. To undertake holistic programs, ETC.

**9. Programs to be Organized by Faculty Development Cell:**

- For Teaching Faculty -
  1. UGC recognized Faculty development program
  2. HRD ministry programs for Faculty development program
  3. Teaching methodology / Educational technology related programs, ETC.

**Agenda 4:** To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.

The Member Secretary made a graphical presentation to the members related to this agenda. It was distinctly pointed out that maximum numbers of faculties are attending development programs in the campus. It is mandatory according to NAAC, to attend programs outside the campus also. Hence it was told to the HOI's to instruct the Faculties and Students, to participate in the programs organized In and Outside the campus of SVDU, with a ratio of 70:30.

**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**  
An Institution Deemed to be University  
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Dist. Vadodara-391 760. (Gujarat)





**Agenda 5:** To review the Scientific Publications and intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.

The Chairman informed the members that the Scientific publications of Faculty and student, shall be in UGC approved journals, as per the recent guidelines of NAAC. The Journals shall be indexed in Scopus, PubMed and Web of Science. The Journals shall have Impact Factor of Thompson Reuters / Clarivate analytics. He instructed the HOI's to sensitize and motivate the students and staff for Patents / Book / Book Chapter. He further instructed the coordinator of Innovation council and IPR cell to organize sensitization program, esp. in collaboration with Government Bodies.

**Agenda 6:** To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015-16.

The Member Secretary presented this agenda through graphs and tables, the data from A.Y. 2015-16 onwards. The Chairman instructed all the HOI's and Research Director to organize sensitization program for externally funded research projects and shall provide information about external funding agencies, regularly to the faculties and students. The faculties and students shall undertake this type of studies in large number. He told the HOI's to have at least one externally funded research project per department, and the Research cell as well as the HOIs shall jointly undertake sensitization program on it.

**Agenda 7:** To discuss about Maintaining of Records at institute / Section / Cell level from the academic year 2015.

This agenda was discussed at large length. After due deliberation, the Chairman directed all the HOI's, Directors, Coordinators, etc. to maintain and preserve all the academic, administrative, clinical and other records, as prescribed by NAAC and UGC, from the academic year 2015 – 2016. The data shall be preserved in soft and hard copy. The Member Secretary urged to have Central Record Depository. Thus, it was resolved to maintain all the records at the Institute/ Cell/ Section level, till the alternative arrangements are made.

**Attested CTC**

**Vice-Chancellor**



Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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**Agenda 8:** To review and discuss activities of Alumni Association at each institute and at University level.

The Member Secretary informed all the members that soon the process of selection of new President of Alumni association will begin as the President has resigned citing health reasons. The President of Pharmacy chapter and representative of KMSDCH chapter actively participated in the present agenda. The Chairman instructed both of them to enhance the number of activities, and to collect data as required for the second cycle of NAAC

**Agenda 9:** Any other matter with the permission of chair.

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

Dr. Chandramani B. More  
Member Secretary, IQAC Committee

Cc to:

1. Registrar, SVDU
2. Dean, SBKSMIRC
3. Dean, KMSDCH
4. Principal, Department of Pharmacy
5. Principal, College of Physiotherapy
6. Principal, Sumandeep Nursing College
7. Principal, Department of Management
8. Dean, Faculty of Paramedical Sciences
9. Medical Superintendent, Dhiraj Hospital
10. Director, Research Cell
11. Director, EBES
12. Director, FDC
13. Director, Student and Staff Welfare
14. Director, ISR

**Attested CTC**

Vice-Chancellor  
Sumandeep Vidyapeeth  
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24/06/2021



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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15. Director, Sports
16. Chairman, Research Funding Allocation and Review committee
17. Chairperson, ICC & Women Welfare
18. Chief Administrative Officer, SVDU
19. Deputy Registrar - Academics, SVDU
20. Coordinator, Career Counseling Education System
21. Coordinator, Cumulative Feedback System
22. Coordinator, Mentorship and Counseling program
23. Coordinator, ISR
24. Coordinator, University Cultural Section.
25. Coordinator, Centre for Entrepreneurship Development
26. President, Alumni Association - Chapters of all Constituent institutes, SVDU
27. President, University Student Council, SVDU



**Attested CTC**

*Chandramani*  
24/06/2021

**Vice-Chancellor**  
**Sumandeep Vidyapeeth**  
An Institution Deemed to be University  
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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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SVDU/IQAC/OW/29

20<sup>th</sup> March 2016

**Action Taken Report:**

For First IQAC Meeting held on 16/03/2016 of Academic Year 2015-16

Sr No	Agenda	Action Taken	Remarks if any
1.	To discuss the Status / Execution of Proposed Future plan of each institute / Section / Cell for the year 2015-16	Instructed Each Institute / Sections / Cells shall execute the proposed future plan in a systematic way so that the stakeholders are benefited	-
2.	To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2015-16	The program organized by the IQAC for the academic year 2015-16. The Chairman instructed all the HOI's to ensure that all the teaching faculties and interested students, must participate	-
3.	To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.	Chairman instructed to organize more number of development program and all faculties and interested student should be involved	-
4.	To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.	Chairman instructed to all HOI's and Faculties to participate in the programs organized In and Outside the campus of SVDU, with a ratio of 70:30 mandatory according to NAAC	-
5.	To review the Scientific Publications and intellectual Property Rights (IPR) of Teaching Faculty and Students, from the	The Chairman informed all the members that all the publications should be UGC approved	-

Attested CTC

Vice-Chancellor

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 Website: www.sumandeepvidyapeethdu.edu.in; E-mail: director.iqac@sumandeepvidyapeethdu.edu.in, drchandramanimore@gmail.com

24/06/2021

Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell




**SUMANDEEP VIDYAPEETH**

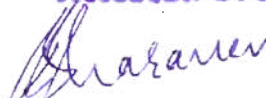
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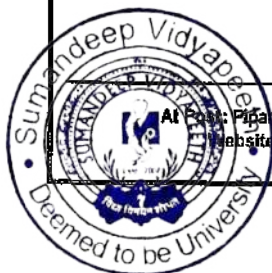
	academic year 2015.	journals and shall be indexed in Scopus, PubMed and Web of Science	
6.	To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.	The Chairman instructed to organize sensitization program for externally funded research projects and to have at least one externally funded research project per department	-
7.	To discuss about Maintaining of Records at institute / Section / Cell level from the academic year 2015.	The Chairman instructed all the HOI's, Directors, Coordinators, etc. to maintain and preserve all the academic, administrative, clinical and other records, as prescribed by NAAC and UGC and shall be preserved in soft and hard copy	-
8.	To review and discuss activities of Alumni Association at each institute and at University level.	The Chairman instructed president of alumni to enhance the number of activities, and to collect data as required for the second cycle of NAAC	-

  
Dr. Chandramani B. More  
Member Secretary, IQAC Committee

Attested CTC



Vice-Chancellor  
Sumandeep Vidyapeeth  
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SVDU/IQAC/OW/30

23<sup>rd</sup> August 2016

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 21.08.2016, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss about submitted AQAR for the academic Year 2015-16
2. To Plan Academic Calendar for the academic Year 2016-17
3. To discuss about Quality Initiatives for the academic Year 2016-17
4. Any other matter with the permission of chair

The above agendas were taken up for discussion as under:

**Agenda 1: To discuss about submitted AQAR for the academic Year 2015-16**

After due deliberation on this agenda it was, unanimously decided that the weak areas of this AQAR shall be strengthened in the academic year 2016-17. The weak areas such as Patents, External funding for the Research Studies, Fellowships, Publications in high impact factor



Attested CTC

Vice-Chancellor  
Sumandeep Vidyapeeth  
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An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia,  
Dist. Vadodara-391 760. (Gujarat)



journals, H-index, Books, Chapters and Consultancy. Corrective measures shall be undertaken and the stakeholders shall be informed accordingly.

Members of IQAC reviewed the NAAC Self Study Report (SSR) prepared by the Steering and Core Committee.

After thorough discussion it was suggested that there was a need to formulate new Annexure format and validate the data as per the requirements of AQAR to be submitted to the UGC.

The formulation of new annexure format was allotted to the following members.

Criteria I - Dr. Manoj Kulkarni

Criteria II – Dr. Harish Pandit

Criteria III – Dr. Narayan Kulkarni

Criteria IV – Dr. Jay Patwa

Criteria V – Dr. Rishee Patel

Criteria VI – Dr. Girish Sailor

Criteria VII – Dr. Pinkal Shah

**Agenda 2: To Plan Academic Calendar for the academic Year 2016-17**

The Member Secretary presented the Academic Calendar for the academic Year 2016-17. After due deliberations, the proposed academic calendar was approved.

Consensus was also derived for visit to Constituent Institutes and Service units of University for Validation of data.

After thorough discussion with all members it was decided that the members who formulated the annexure of each criteria would validate its data respectively.

**Agenda 3: To discuss about Quality Initiatives for the academic Year 2016-17**

After due deliberations, it was unanimously decided that quality initiatives such as- Research sensitization programmes, Gender sensitization programmes, Administrative and academic audits to be conducted by external agencies, green audits and faculty development



**Attested CTC**  
*[Signature]*  
**Vice-Chancellor**

24/06/2021

**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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programmes shall be undertaken by the IQAC so as to enhance quality practices in Sumandeep Vidyapeeth.

**Agenda 4:** Any Other matter with the permission of chair.

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

**Dr. Chandramani B. More**  
Member Secretary, IQAC Committee

Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

Copy for information:

1. Vice-Chancellor
2. Registrar
3. Director, IQAC

**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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24/06/2021



Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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SVDU/IQAC/OW/31

28<sup>th</sup> August, 2016

**Action Taken Report:**

For First IQAC Meeting held on 21/08/2016 of Academic Year 2016-17.

Sr No	Agenda	Action Taken	Remarks if any
1	To discuss about submitted AQAR for the academic Year 2016-17	The weak areas such as Patents, External funding for the Research Studies, Fellowships, Publications in high impact factor journals, H-index, Books, Chapters and Consultancy shall be strengthened	-
2	To Plan Academic Calendar for the academic Year 2016-17	The proposed academic calendar was approved by the Chairman	-
3	To discuss about Quality Initiatives for the academic Year 2016-17	The Chairman instructed to enhance quality practices in Sumandeep Vidyapeeth by the IQAC on Research sensitization programmes, Gender sensitization programmes, Administrative and academic audits to be conducted by external agencies, green audits and faculty development programmes shall be undertaken so as to enhance quality practices in Sumandeep Vidyapeeth.	-

Attested CTC

*[Signature]*

24/06/2021

Vice-Chancellor

Sumandeep Vidyapeeth

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Dist. Vadodara-331 760. (Gujarat)

*[Signature]*

Dr. Chandramani B. More

Member Secretary, IQAC Committee



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SVDU/IQAC/OW/32

7<sup>th</sup> October 2016

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 05.10.2016, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To confirm the minutes of Meeting of 21<sup>st</sup> August 2016 and Action Taken Report.
2. To discuss about planning six monthly audits, for constituent institutes/section/cell etc.
3. Any other matter with the permission of chair

The above agendas were taken up for discussion as under:

**Agenda 1:** To confirm the minutes of Meeting of 21<sup>st</sup> August 2016 and Action Taken Report.

The Member Secretary read the minutes of meeting dated 21<sup>st</sup> August 2016 and action taken report. All this was unanimously accepted.

**Agenda 2:** To discuss about planning six monthly audits, for constituent institutes/section/cell etc.

*Attested by*  
*Chandramani*  
24/06/2021  
Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia  
Dist. Vadodara-391 760. (Gujarat)



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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The Member Secretary placed this agenda and elaborated the strategic plan for conducting the first six monthly audit of Academic year 2016-17. The schedule for the audits will be circulated to each constituent

**Agenda 3:** Any other matter with the permission of chair

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

Dr. Chandramani B. More  
Member Secretary, IQAC Committee

Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

Copy for information:

1. Vice-Chancellor
2. Registrar
3. Director, IQAC

**Attested CTC**

Vice-Chancellor

Sumandeep Vidyapeeth

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Vill. Piparia, Taluka: Waghodia.

Dist. Vadodara-391 760. (Gujarat)

24/06/2021



Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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SVDU/IQAC/OW/33

16<sup>th</sup> October 2016

**Action Taken Report:**

For Second IQAC Meeting held on 05/10/2016 of Academic Year 2016-17

Sr No	Agenda	Action Taken	Remarks if any
1	To discuss about planning six monthly audits, for constituent institutes/ section/cell etc.	Member secretary place the agenda and circulated to all the institutes	
2	To discuss about planning six monthly audits, for constituent institutes/section/cell etc.	To conducting the first six monthly audit of Academic year 2016-17	

Dr. Chandramani B. More  
Member Secretary, IQAC Committee

**Attested CTC**

Vice-Chancellor

Sumandeep Vidyapeeth

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Dist. Vadodara-391 760. (Gujarat)

24/06/2021





SVDU/IQAC/OW/34

8<sup>th</sup> November 2016

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 06.11.2016, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss about the Planned Quality enhancement related programs organized by IQAC in A.Y. 2016-17
2. Any other matter with the permission of chair

The above agendas were taken up for discussion as under:

**Agenda 1:** To discuss about the Planned Quality enhancement related programs organized by IQAC in A.Y. 2016-17

The Member Secretary presented the Planned Quality enhancement related programs organized by IQAC for the academic year 2016-17 which are as under:

1. Seminar on "Quality Enhancement & AQAR Reporting" on 13th January 2017



**Attested CTC**

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**Vice-Chancellor**

**Sumandeep Vidyapeeth**  
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Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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The Chairman directed all the HOI's to ensure that all the teaching faculties and interested students, must participate in all the above programs, in full strength.

**Agenda 2:** Any other matter with the permission of chair

There was no matter raised by any member in this agenda.

The meeting was concluded by vote of thanks by member secretary. The meeting was adjourned sine die.

  
Dr. Chandramani B. More  
Member Secretary, IQAC Committee

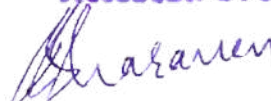
Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

Copy for information:

1. Vice-Chancellor
2. Registrar
3. Director, IQAC

Attested CTC



Vice-Chancellor

Sumandeep Vidyapeeth

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24/06/2021



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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SVDU/IQAC/OW/35

11<sup>th</sup> November 2016

**Action Taken Report:**

For Third IQAC Meeting held on 06/11/2016 of Academic Year 2016-17

Sr No	Agenda	Action Taken	Remarks if any
1	To discuss about the Planned Quality enhancement related programs organized by IQAC in A.Y. 2016-17	The programs organized by the IQAC members, The chairman instructed all the Faculties and interested students to participate.	-

Dr. Chandramani B. More  
Member Secretary, IQAC Committee



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**Attested CTC**

Vice-Chancellor

Sumandeep Vidyapeeth  
An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia.  
Dist. Vadodara-391 760. (Gujarat)

24/06/2021



SVDU/IQAC/OW/36

10<sup>th</sup> April 2017

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 08.04.2017, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Narayan Kulkarni	Member
5	Dr. Pinkal Shah	Member
6	Dr. Swami PGN	Member
7	Dr. Manoj Kulkarni	Member
8	Dr. Harish Pandit	Member
9	Dr. Girish Sailor	Member
10	Dr. Palak Mistry	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion

- 1) To discuss the Status / Execution of Proposed Future plan of each Institute / Section /Cell for the year 2017-18
- 2) To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2017-18
- 3) To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.
- 4) To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.
- 5) To review the Scientific Publications and Intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.
- 6) To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.
- 7) To discuss about Maintaining of Records at Institute / Section / Cell level from the academic year 2015.
- 8) To review and discuss activities of Alumni Association at each institute and at University level.
- 9) Any other matter with the permission of chair.

The above agendas were taken up for discussion as under:

**Agenda 1: To discuss the Status / Execution of Proposed Future plan of each institute / Section /Cell for the year 2016-17**

**Attested CTC**

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**Vice-Chancellor**

**Sumandeep Vidyapeeth**  
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The Member Secretary presented proposed Future plan of each Institute / Sections / Cells for the year 2016-17. The HOI's / Principals or their Representatives actively participated in this agenda. The discussion was concluded with a directive from Hon'ble Vice Chancellor that each Institute / Sections / Cells shall execute the proposed future plan in a systematic way so that the stakeholders are benefited.

**Agenda 2:** To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2016-17

The Member Secretary presented the Planned Quality enhancement related programs organized by IQAC for the academic year 2016-17 which are as under:

- a) Seminar on „Quality Enhancement & AQAR Reporting“ on 13th January 2017

The Chairman directed all the HOI's to ensure that all the teaching faculties and interested students, must participate in all the above programs, in full strength.

**Agenda 3:** To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.

The Member Secretary, suggested all the members that they should organize more number of development programs which will benefit the various stakeholders and shall focus on Faculty / Student / Nonteaching / Women / Research Programs. The IQAC handed over the respective list of proposed programs to all the members.

The Chairman suggested to maintain timeline for conducting the development programs and advised to organize these programs which are not conducted so far, in multiple's so that maximum people are benefited. Many members raised difficulties, about overlapping of programs. The Chairman informed the members to discuss out all these issues with IQAC Director. Following is the list of minimum proposed programs, which are to be organized by Institutes / Sections / Cell / Department etc. in the interest of teaching & non-teaching staff and students. The Chairman directed the members to ensure that all the students and faculty members should participate in all these programs.



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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**1. Programs to be Organized by Institutes and Hospital:**

• For Teaching Faculty and Students -

1. Hands on Training program
2. Webinar
3. Live Surgical Demonstration
4. Statutory Council Accredited Academic programs
5. Refresher course
6. NABH / NABL training
7. ICMR / Govt. Training programs
8. Faculty and Student exchange program
9. Book / Equipment/ Material exhibition
10. Staff / Student exchange program
11. Practice Development and Management.
12. Empathy Towards Patient
13. ACLS and BLS
14. Soft skills for Students
15. Summer Winter schools and Workshop ETC

• For Non-Teaching / Support Staff -

1. Soft Skill Training
2. Infection Control
3. Occupational Hazards
4. Empathy Towards Patient
5. Biomedical Waste Management
6. First Aid Workshop
7. Anti-Sexual Harassment Workshop
8. Documentation, Letter Drafting and other Administrative Training Program
9. Interdepartmental Coordination
10. Communication Skills
11. Time Management Training
12. Fire Safety Drill ETC.

**2. Programs to be Organized by HR department, SVDU:**

**Attested CTC**

*Chandramani*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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**Director**  
**Internal Quality Assurance Cell**



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**For Employees of University-**

1. Orientation / Induction program for Newly inducted staff
2. Disaster management program
3. Road safety
4. Insurance policies
5. Financial management
6. Workplace Safety
7. Language training
8. Computer training
9. Gender Sensitization
10. Stress Management
11. Universal Values and Ethics ETC.

**3. Sensitization Programs to be Organized by Centre for Health Entrepreneurship Development, SVDU:**

**• For Employees and Students of SVDU-**

1. Entrepreneurship Development Awareness Program
2. Industry Responsive Skills
3. Empowerment of Women through Skill and Entrepreneurship.
4. Empowerment of SC / ST / Economically backward individual through Skill and Entrepreneurship
5. Achievement Motivation Training program. ETC.

**4. Sensitization Programs to be Organized by Institutional Social Responsibility Cell, SVDU:**

**For Employees and Students of SVDU-**

1. Nation Building through Community Service
2. Leadership, Community and Team Building Skills
3. Community based Development Initiatives.
4. Forms of Community Services
5. Social responsibility through Nature Conservation,
6. Swachh Bharat

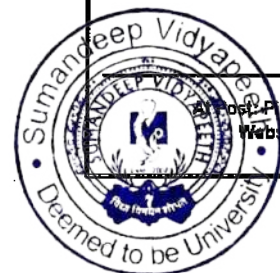
**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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7. AIDS Awareness
8. Gender Equity / Equality
9. Community Extension Program
10. Health awareness Program ETC.

**5. Programs to be Organized by Staff and Student Welfare Committee:**

**• For Staff Welfare – Sensitization programs shall be organized on-**

1. Vocational Guidance
2. Maternal benefits
3. Yoga and Meditation
4. Soft-skill development
5. Entrepreneurship schemes
6. Medical Assistance (Concessional Health card) to Teaching & Non-teaching staff
7. Financial Assistance for Family Maintenance to the family of the deceased employee
8. Financial Assistance for Higher Education to the employees
9. Sabbatical / On Duty Leave Support for Higher Education to the employees
10. Paternal Leave
11. Financial Assistance for the higher education of the Children of the employee
12. Merit Scholarships to the extra ordinary children of employee
13. Meritorious awards to Teachers
14. Employee's safety Assistance Scheme
15. LAPTOP Scheme
16. Free Transport Facility
17. Free Internet Facility
18. Rent Free Quarters
19. Food at subsidized cost
20. Interest Free Personal Loans
21. Support system in case of Distress e.g. Woman Welfare Committee, Grievances Redressal Cell, Anti Sexual Harassment Cell

**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**  
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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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22. Crèche' facility at Work place
  23. Recreational Facilities at Work place
  24. Retirement benefit
- For Student Welfare – Sensitization programs shall be organized on-
    1. Seminar on various government scholarship schemes
    2. Program on various financial supporting bodies
    3. Institutional Financial Support
    4. Programs for SC/ ST/ Backward students on special assistance from Government /Private agencies.
    5. Educational avenues in foreign countries.
    6. Information and Guidance Bureau for weaker and marginalized students
    7. Use of holistic approach for progress of students
    8. Programs related to personality development
    9. Guidance for Competitive examinations
    10. Entrepreneurship schemes
    11. Job Placement
    12. Career Counseling
    13. Soft-skill development
    14. Remedial coaching
    15. Language lab
    16. Bridge course
    17. Yoga and Meditation
    18. Personal Counseling
    19. Mentorship
    20. Professional development
    21. Medical Assistance (Concessional Health card) to Students
    22. Merit Scholarships for Extra ordinary Students
    23. Meritorious awards to Students
    24. Student's safety Assistance Scheme
    25. LAPTOP Scheme
    26. Subsidized Transport Facility

**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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27. Free Internet Facility
  28. Food at subsidized cost
  29. Interest Free Loans for Tuition Fees
  30. Support system e.g.: Student council, Mentorship Program, Counseling Centre, Anti-Raging committee, Emergency help line numbers, Career & Competitive Examination Forum, Alumni association, and Women empowerment system etc.
  31. Recreational Facilities at Institute / University e.g.: Gymnasium, Sports complex, Garden, Temple, Yoga center etc.
6. Programs to be Organized by Research Cell (SVIEC, IPR Cell, Innovation Cell etc.)
- For Teaching Faculty and Students-
    1. IPR
    2. Research Funding
    3. Undertaken Collaborations
    4. Bioethics
    5. Scientific writing
    6. Research Proposal writing
    7. Plagiarism
    8. Innovations and Start ups
    9. Clinical Trials
    10. GCP and Y- schedule
    11. Workshops on Molecular Techniques and Genetic Sequencing ETC.
7. Sensitization Programs to be Organized by Internal Complaint Committee & Women Welfare, SVDU:
- For Employees and Students-
    1. Self-defense program
    2. Save Girl Child
    3. Healthy Mother Healthy Child
    4. Breast feeding
    5. Child Abuse and Neglect
    6. Family Design and Development

**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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24/06/2021





7. Domestic Violence
  8. Dowry
  9. Indian Laws for Women ETC.
8. Programs to be Organized by Sports Section:
- For Employees and Students-
    1. Inter Collegiate / State level / National level Sports programs.
    2. Coaching programs for students
    3. Coaching programs for indoor / outdoor games
    4. To undertake holistic programs ETC.
9. Programs to be Organized by Faculty Development Cell:
- For Teaching Faculty -
    1. UGC recognized Faculty development program
    2. HRD ministry programs for Faculty development program
    3. Teaching methodology / Educational technology related programs ETC.

**Agenda 4:** To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.

The Member Secretary made a graphical presentation to the members related to this agenda. It was distinctly pointed out that maximum numbers of faculties are attending development programs in the campus. It is mandatory according to NAAC, to attend programs outside the campus also. Hence it was told to the HOI's to instruct the Faculties and Students, to participate in the programs organized In and Outside the campus of SVDU, with a ratio of 70:30.

**Agenda 5:** To review the Scientific Publications and Intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.

The Chairman informed the members that the Scientific publications of Faculty and student, shall be in UGC approved journals, as per the recent guidelines of NAAC. The Journals shall be indexed in Scopus, PubMed and Web of Science. The Journals shall have Impact Factor of Thompson Reuters / Clarivate analytics. He instructed the HOI's to sensitize and motivate the students and staff for Patents / Book / Book



Attested CTC

Vice-Chancellor

**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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Chapter. He further instructed the coordinator of Innovation council and IPR cell to organize sensitization program, esp. in collaboration with Government Bodies.

**Agenda 6:** To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.

The Member Secretary presented this agenda through graphs and tables, the data from A.Y. 2015-16 onwards. The Chairman instructed all the HOI's and Research Director to organize sensitization program for externally funded research projects and shall provide information about external funding agencies, regularly to the faculties and students. The faculties and students shall undertake this type of studies in large number. He told the HOI's to have at least one externally funded research project per department, and the Research cell as well as the HOIs shall jointly undertake sensitization program on it.

**Agenda 7:** To discuss about Maintaining of Records at institute / Section / Cell level from the academic year 2015.

This agenda was discussed at large length. After due deliberation, the Chairman directed all the HOI's, Directors, Coordinators, etc. to maintain and preserve all the academic, administrative, clinical and other records, as prescribed by NAAC and UGC, from the academic year 2015-2016. The data shall be preserved in soft and hard copy. The Member Secretary urged to have Central Record Depository. Thus, it was resolved to maintain all the records at the Institute/ Cell/ Section level, till the alternative arrangements are made.

**Agenda 8:** To review and discuss activities of Alumni Association at each institute and at University level.

The Member Secretary informed all the members that soon the process of selection of new President of Alumni association will begin as the President has resigned citing health reasons. The President of Pharmacy chapter and representative of KMSDCH chapter actively participated in the present agenda. The Chairman instructed both of



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**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**  
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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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them to enhance the number of activities, and to collect data as required for the second cycle of NAAC

**Agenda 9:** Any other matter with the permission of chair.

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

**Dr. Chandramani B. More**  
Member Secretary, IQAC Committee

Cc to:

1. Registrar, SVDU
2. Dean, SBKSMIRC
3. Dean, KMSDCH
4. Principal, Department of Pharmacy
5. Principal, College of Physiotherapy
6. Principal, Sumandeep Nursing College
7. Principal, Department of Management
8. Dean, Faculty of Paramedical Sciences
9. Medical Superintendent, Dhiraj Hospital
10. Director, Research Cell
11. Director, EBES
12. Director, FDC
13. Director, Student and Staff Welfare
14. Director, ISR
15. Director, Sports
16. chairman, Research Funding Allocation and Review committee
17. Chairperson, ICC & Women Welfare
18. Chief Administrative Officer, SVDU
19. Deputy Registrar - Academics, SVDU

**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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20. Coordinator, Career Counselling Education System
21. Coordinator, Cumulative Feedback System
22. Coordinator, Mentorship and Counselling program
23. Coordinator, ISR
24. Coordinator, University Cultural Section.
25. Coordinator, Centre for Entrepreneurship Development
26. President, Alumni Association - Chapters of all Constituent Institutes, SVDU
27. President, University Student Council, SVDU

**Attested CTC**

*Chandramani*

24/06/2021

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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SVDU/IQAC/OW/37

15<sup>th</sup> April 2017

**Action Taken Report:**

For Fourth IQAC Meeting held on 08/04/2017 of Academic Year 2016-17

Sr No	Agenda	Action Taken	Remarks If any
1.	To discuss the Status / Execution of Proposed Future plan of each institute / Section /Cell for the year 2016-17	The chairman instructed to all the HOI's shall execute the proposed future plan in a systematic way so that the stakeholders are benefited	-
2.	To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2016-17	Chairman instructed all the HOI's and faculties to participate in the program organized by the IQAC.	-
3.	To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.	The Chairman instructed HOI's and members to organize the given list of programs and all the faculties and student shall participate.	-
4.	To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.	The chairman instructed to all the HOI's and faculties to participate program outside the campus as per NAAC	-
5.	To review the Scientific Publications and intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.	The Chairman informed all the members that all the publications should be UGC approved journals and shall be indexed in Scopus, PubMed and Web of Science	-
6.	To review and discuss about SVDU and Externally funded Research Projects,	The Chairman instructed to organize sensitization program	-

Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth  
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24/06/2021

Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell




**SUMANDEEP VIDYAPEETH**

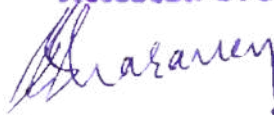
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	from the academic year 2015.	for externally funded research projects and to have at least one externally funded research project per department	
7.	To discuss about Maintaining of Records at Institute / Section / Cell level from the academic year 2015.	The Chairman instructed all the HOI's, Directors, Coordinators, etc. to maintain and preserve all the academic, administrative, clinical and other records, as prescribed by NAAC and UGC and shall be both in soft and hard copy.	-
8.	To review and discuss activities of Alumni Association at each institute and at University level.	The Chairman instructed president of alumni association to increase the number of activities, and to collect data as required for the second cycle of NAAC	-

  
Dr. Chandramani B. More  
Member Secretary, IQAC Committee

Attested CTC



Vice-Chancellor  
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Dist. Vadodara-331 760. (Gujarat)

24/06/2021





SVDU/IQAC/OW/38

20<sup>th</sup> August 2017

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 17.08.2017, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Girish Sailor	Member
5	Dr. Nirmal Shah	Member
6	Mr. Nirmal Raj	Member
7	Dr. Prasad Nadig	Member
8	Dr. Pratik Karia	Member
9	Dr. Jay Patwa	Member
10	Dr. Jay Soni	Member
11.	Dr. Purnil Shah	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss about submitted AQAR for the academic Year 2016-17
2. To Plan Academic Calendar for the academic Year 2017-18
3. To discuss about Quality Initiatives for the academic Year 2017-18
4. Any other matter with the permission of chair

The above agendas were taken up for discussion as under:

**Agenda 1:** To discuss about submitted AQAR for the academic Year 2016-17

After due deliberation on this agenda it was, unanimously decided that the weak areas of this AQAR shall be strengthened in the academic year 2017-18. The weak areas such as Patents, External funding for the Research Studies, Fellowships, Publications in high impact factor journals, H-index, Books, Chapters and Consultancy. Corrective measures shall be undertaken and the stakeholders shall be informed accordingly.

**Attested CTC**

*[Signature]*  
Vice-Chancellor

24/08/2017



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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**Agenda 2: To Plan Academic Calendar for the academic Year 2017-18**

The Member Secretary presented the Academic Calendar for the academic Year 2017-18. After due deliberations, the proposed academic calendar was approved.

Consensus was also derived for visit to Constituent Institutes and Service units of University for Validation of data.

After thorough discussion with all members it was decided that the members who formulated the annexure of each criteria would validate its data respectively, as given below.

Criteria I - Dr. Purnil Shah

Criteria II – Dr. Nirmal Shah & Dr. Vishnu Rathore

Criteria III – Mr. Nirmal Raj & Dr. Jay Soni

Criteria IV – Dr. Prasad Nadig

Criteria V – Dr. Pratik Kariya

Criteria VI – Dr. Girish Sailor

Criteria VII – Dr. Jay Patwa

**Agenda 3: To discuss about Quality Initiatives for the academic Year 2017-18**

After due deliberations, it was unanimously decided that quality initiatives such as- Research sensitization programs, Gender sensitization programs, Administrative and academic audits to be conducted by external agencies, green audits and faculty development programs shall be undertaken by the IQAC so as to enhance quality practices in Sumandeep Vidyapeeth.

**Agenda 4: Any other matter with the permission of chair**

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

**Attested CTC**

*[Signature]*

**Vice-Chancellor**  
**Sumandeep Vidyapeeth**

*[Signature]*

**Dr. Chandramani B. More**  
**Member Secretary, IQAC Committee**



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



**SUMANDEEP VIDYAPEETH**

An Institution Deemed to be University u/s.3 of UGC Act, 1956

Accredited by NAAC with a CGPA of 3.53 on a Four Point scale at 'A' Grade

Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

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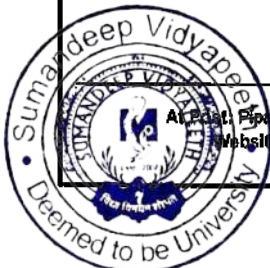
1. Vice-Chancellor
2. Registrar
3. Director, IQAC

**Attested CTC**

*Chandramani*

24/06/2021

**Vice-Chancellor**  
**Sumandeep Vidyapeeth**  
An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia.  
Dist. Vadodara-391 760. (Gujarat)



Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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SVDU/IQAC/OW/39

27<sup>th</sup> August 2017

**Action Taken Report:**

For First IQAC Meeting held on 17.08.2017 of Academic Year 2017-18

Sr No	Agenda	Action Taken	Remarks if any
1	To discuss about submitted AQAR for the academic Year 2017-18	It was unanimously decided that the weak areas of this AQAR shall be strengthened in the academic year 2017-18.	
2	To Plan Academic Calendar for the academic Year 2017-18	After thorough discussion with all members it was decided that the members who formulated the annexure of each criteria would validate its data respectively	
3	To discuss about Quality Initiatives for the academic Year 2017-18	Quality initiatives such as- Research sensitization programs, Gender sensitization programs, Administrative and academic audits to be conducted by external agencies, green audits and faculty development programs shall be undertaken by the IQAC	

Attested CTC

*[Signature]*

Vice-Chancellor

Sumandeep Vidyapeeth

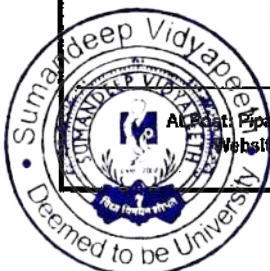
An Institution Deemed to be University

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Dist. Vadodara-331 760 (Gujarat)

*[Signature]*  
Dr. Chandramani B. More

Member Secretary, IQAC Committee



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Website: www.sumandeepvidyapeethdu.edu.in; E-mail: director.iqac@sumandeepvidyapeethdu.edu.in, drchandramanimore@gmail.com



SVDU/IQAC/OW/40

10<sup>th</sup> October 2017

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 07.10.2017, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Girish Sailor	Member
5	Dr. Nirmal Shah	Member
6	Mr. Nirmal Raj	Member
7	Dr. Prasad Nadig	Member
8	Dr. Pratik Karia	Member
9	Dr. Jay Patwa	Member
10	Dr. Jay Soni	Member
11	Dr. Purnil Shah	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To confirm the minutes of Meeting of 17<sup>th</sup> August 2017 and Action Taken Report.
2. To discuss about planning six monthly audits, for constituent institutes/section/cell etc.
3. Any other matter with the permission of chair

The above agendas were taken up for discussion as under:

**Agenda 1:** To confirm the minutes of Meeting of 17<sup>th</sup> August 2017 and Action Taken Report.

The Member Secretary read the minutes of meeting dated 17<sup>th</sup> August 2017 and action taken report. All this was unanimously accepted.

**Agenda 2:** To discuss about planning six monthly audits, for constituent institutes/section/cell etc.

Attested CTC

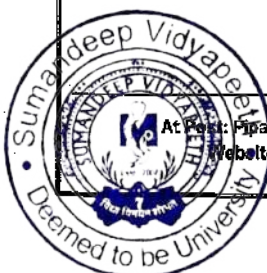
*[Signature]*

Vice-Chancellor

Sumandeep Vidyapeeth

An Institution Deemed to be University  
VIII, Piparia, Taluka: Waghodia

Dist. Vadodra-391 760, (Gujarat)



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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The Member Secretary placed this agenda and elaborated the strategic plan for conducting the first six monthly audit of Academic year 2017-18. The schedule for the audits will be circulated to each constituent institutes/section/cell etc.

**Agenda 3:** Any other matter with the permission of chair

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

  
Dr. Chandramani B. More  
Member Secretary, IQAC Committee


Cc to:

1. Dr. Narayan Kulkarni
2. Dr. Pinkal Shah
3. Dr. Swami PGN
4. Dr. Manoj Kulkarni
5. Dr. Harish Pandit
6. Dr. Girish Sailor
7. Dr. Palak Mistry

Copy for information:

1. Vice-Chancellor
2. Registrar
3. Director, IQAC

**Attested CTC**

  
Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
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Dist. Vadodara-391 760. (Gujarat)  
24/06/2021



Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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SVDU/IQAC/OW/41

14<sup>th</sup> October 2017

**Action Taken Report:**

For Second IQAC Meeting held on 07/10/2017 of Academic Year 2017-18

Sr No	Agenda	Action Taken	Remarks if any
1	To discuss about planning six monthly audits, for constituent institutes/ section/cell etc.	Member secretary place the agenda and circulated to all the institutes	-
2	To discuss about planning six monthly audits, for constituent institutes/section/cell etc.	To conducting the first six monthly audit of Academic year 2017-18.	-

Dr. Chandramani B. More  
Member Secretary, IQAC Committee

Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth

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24/06/2021





SVDU/IQAC/OW/42

11<sup>th</sup> November 2017

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 08.11.2017, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. Rajesh P Bharaney	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Girish Sailor	Member
5	Dr. Nirmal Shah	Member
6	Mr. Nirmal Raj	Member
7	Dr. Prasad Nadig	Member
8	Dr. Pratik Karia	Member
9	Dr. Jay Patwa	Member
10	Dr. Jay Soni	Member
11	Dr. Purnil Shah	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss about the Quality enhancement related programs to be organized by IQAC in A.Y. 2017-18
2. Any other matter with the permission of chair

The above agendas were taken up for discussion as under:

**Agenda 1:** To discuss about the Quality enhancement related programs to be organized by IQAC in A.Y. 2017-18

The Member Secretary presented the Planned Quality enhancement related programs organized by IQAC for the academic year 2018-19 which are as under:

- a) Seminar on 'Quality Enhancement Practices & AQAR Reporting' on 9th Feb 2018,
- b) State Symposium on 'Curriculum Development and Design' on 7th April 2018,
- c) National conference on 'Complexities in Designing Simplistic Research Entities in Bio-medical Science' on 10th May 2018

**Attested CTC**

*[Signature]*  
**Vice-Chancellor**



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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The Chairman directed all the HOI's to ensure that all the teaching faculties and interested students, must participate in all the above programs, in full strength.

**Agenda 2:** Any other matter with the permission of chair

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

**Dr. Chandramani B. More**  
**Member Secretary, IQAC Committee**

**Cc to:**

1	Dr. V P Singh	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Girish Sailor	Member
5	Dr. Nirmal Shah	Member
6	Mr. Nirmal Raj	Member
7	Dr. Prasad Nadig	Member
8	Dr. Pratik Karia	Member
9	Dr. Jay Patwa	Member
10	Dr. Jay Soni	Member
11	Dr. Purnil Shah	Member

**Copy for information:**

1. Vice-Chancellor
2. Registrar
3. Director, IQAC

**Attested CTC**

**Vice-Chancellor**

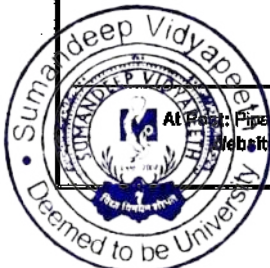
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Dist. Vadodara-391 760. (Gujarat)

24/06/2021



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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SVDU/IQAC/OW/43

15<sup>th</sup> November 2017

**Action Taken Report:**

For Third IQAC Meeting held on 08.11.17 of Academic Year 2017-18

Sr No	Agenda	Action Taken	Remarks if any
1	To discuss about the Planned Quality enhancement related programs organized by IQAC in A.Y. 2017-18	The Chairman instructed all the HOI's to ensure that all the teaching faculties and interested students, must participate in all the programs.	

**Dr. Chandramani B. More**  
**Member Secretary, IQAC Committee**

**Attested CTC**

**Vice-Chancellor**

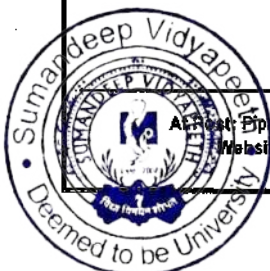
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24/06/2021



Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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SVDU/IQAC/OW/44

10<sup>th</sup> April 2018

**Minutes of Meetings**

The Meeting of Internal Quality Assurance Cell (IQAC) was conducted on 06.04.2018, 2:00 pm at Chanakya Hall, Sumandeep Vidyapeeth of IQAC Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SVDU. The following members were present in the said meeting

1	Dr. Rajesh Bharaney	Vice-Chancellor
2	Dr. M M Sattigeri	Registrar
3	Dr. Chandramani More	Director, IQAC
4	Dr. Girish Sailor	Member
5	Dr. Nirmal Shah	Member
6	Mr. Nirmal Raj	Member
7	Dr. Prasad Nadig	Member
8	Dr. Pratik Karia	Member
9	Dr. Jay Patwa	Member
10	Dr. Jay Soni	Member
11	Dr. Purnil Shah	Member

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

- 1) To discuss the Status / Execution of Proposed Future plan of each Institute / Section /Cell for the year 2017-18
- 2) To discuss about the planning of Cycle 2 of NAAC accreditation.
- 3) To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2017-18
- 4) To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Program.
- 5) To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.
- 6) To review the Scientific Publications and Intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.
- 7) To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.
- 8) To discuss about Maintaining of Records at institute / Section / Cell level from the academic year 2015.
- 9) To review and discuss activities of Alumni Association at each institute and at University level.
- 10) Any other matter with the permission of chair.

The above agendas were taken up for discussion as under:

**Attested CTC**

*R. Bharaney*  
24/06/2021

Vice-Chancellor  
Sumandeep Vidyapeeth

An Institution Deemed to be University  
U/s.3 of UGC Act, 1956  
Dist. Vadodra-391 760. (Gujarat)

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Website: www.sumandeepvidyapeethdu.edu.in; E-mail: director.iqac@sumandeepvidyapeethdu.edu.in, drchandramanimore@gmail.com





**Agenda 1:** To discuss the Status / Execution of Proposed Future plan of each Institute / Section /Cell for the year 2017-18

The Member Secretary presented proposed Future plan of each Institute / Sections / Cells for the year 2017-18. The HOI's / Principals or their Representatives actively participated in this agenda. The discussion was concluded with a directive from Hon'ble Vice Chancellor that each institute / Sections / Cells shall execute the proposed future plan in a systematic way so that the stakeholders are benefited.

**Agenda 2:** To discuss about the planning of Cycle 2 of NAAC accreditation.

The Chairman informed all the members that the Sumandeep Vidyapeeth will undergo Cycle 2 NAAC Accreditation in 2020. The Member Secretary projected the Tentative Schedule of Planning, from January 2019 to August 2020. The Process of Cycle 2 Accreditation was explained in detail, emphasizing IQA submission, Self-Study Report (SSR), Student Satisfaction Survey (SSS) process and Grade Points. The Chairman informed all the members about the formation of University NAAC Core Committee. He further told that all the HOI's / Director / Co-Ordinator's etc., should support and assist the IQAC for the exhaustive work of NAAC and relieve the IQAC and NAAC core committee members as and when required by the IQAC Director.

**Agenda 3:** To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2017-18

The Member Secretary presented the Planned Quality enhancement related programs organized by IQAC for the academic year 2018-19 which are as under:

- Seminar on 'Quality Enhancement Practices & AQAR Reporting' on 9th Feb 2018,
- State Symposium on 'Curriculum Development and Design' on 7th April 2018,
- National conference on 'Complexities in Designing Simplistic Research Entities in Bio-medical Science' on 10th May 2018

The Chairman directed all the HOI's to ensure that all the teaching faculties and interested students, must participate in all the above programs, in full strength.

**Agenda 4:** To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.

The Member Secretary, suggested all the members that they should organize a greater number of development programs which will benefit the various stakeholders and shall focus on Faculty / Student / Nonteaching / Women / Research Programs. The IQAC handed over the respective list of proposed programs to all the members.





The Chairman suggested to maintain timeline for conducting the development programs and advised to organize these programs which are not conducted so far, in multiple's so that maximum people are benefited. Many members raised difficulties, about overlapping of programs. The Chairman informed the members to discuss out all these issues with IQAC Director. Following is the list of minimum proposed programs, which are to be organized by Institutes / Sections / Cell / Department etc. in the interest of teaching & non-teaching staff and students. The Chairman directed the members to ensure that all the students and faculty members should participate in all these programs.

**1. Programs to be Organized by Institutes and Hospital:**

**• For Teaching Faculty and Students -**

1. Hands on Training program
2. Webinar
3. Live Surgical Demonstration
4. Statutory Council Accredited Academic programs
5. Refresher course
6. NABH / NABL training
7. ICMR / Govt. Training programs
8. Faculty and Student exchange program
9. Book / Equipment/ Material exhibition
10. Staff / Student exchange program
11. Practice Development and Management.
12. Empathy Towards Patient
13. ACLS and BLS
14. Soft skills for Students
15. Summer Winter schools and Workshop ETC

**• For Non-Teaching / Support Staff -**

1. Soft Skill Training
2. Infection Control
3. Occupational Hazards
4. Empathy Towards Patient
5. Biomedical Waste Management
6. First Aid Workshop
7. Anti-Sexual Harassment Workshop

**Attested CTC**

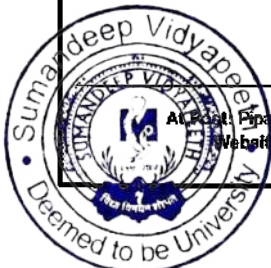
*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia,  
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24/06/2021



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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8. Documentation, Letter Drafting and other Administrative Training Program
9. Interdepartmental Coordination
10. Communication Skills
11. Time Management Training
12. Fire Safety Drill ETC.

**2. Programs to be Organized by HR department, SVDU:**

**For Employees of University-**

1. Orientation / Induction program for Newly inducted staff
2. Disaster management program
3. Road safety
4. Insurance policies
5. Financial management
6. Workplace Safety
7. Language training
8. Computer training
9. Gender Sensitization
10. Stress Management
11. Universal Values and Ethics ETC.

**3. Sensitization Programs to be Organized by Centre for Health Entrepreneurship Development, SVDU:**

**• For Employees and Students of SVDU-**

1. Entrepreneurship Development Awareness Program
2. Industry Responsive Skills
3. Empowerment of Women through Skill and Entrepreneurship.
4. Empowerment of SC / ST / Economically backward individual through Skill and Entrepreneurship
5. Achievement Motivation Training program. ETC.

**4. Sensitization Programs to be Organized by Institutional Social Responsibility Cell, SVDU:**

**For Employees and Students of SVDU-**

1. Nation Building through Community Service
2. Leadership, Community and Team Building Skills
3. Community based Development Initiatives.
4. Forms of Community Services

**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

An Institution Deemed to be University

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Dist. Vadodra, Gujarat

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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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5. Social responsibility through Nature Conservation,
6. Swachch Bharat
7. AIDS Awareness
8. Gender Equity / Equality
9. Community Extension Program
10. Health awareness Program ETC.

**5. Programs to be Organized by Staff and Student Welfare Committee:**

**• For Staff Welfare – Sensitization programs shall be organized on-**

1. Vocational Guidance
2. Maternal benefits
3. Yoga and Meditation
4. Soft-skill development
5. Entrepreneurship schemes
6. Medical Assistance (Concessional Health card) to Teaching & Non-teaching staff
7. Financial Assistance for Family Maintenance to the family of the deceased employee
8. Financial Assistance for Higher Education to the employees
9. Sabbatical / On Duty Leave Support for Higher Education to the employees
10. Paternal Leave
11. Financial Assistance for the higher education of the Children of the employee
12. Merit Scholarships to the extra ordinary children of employee
13. Meritorious awards to Teachers
14. Employee's safety Assistance Scheme
15. LAPTOP Scheme
16. Free Transport Facility
17. Free Internet Facility
18. Rent Free Quarters
19. Food at subsidized cost
20. Interest Free Personal Loans
21. Support system in case of Distress e.g. Woman Welfare Committee, Grievances Redressal Cell, Anti Sexual Harassment Cell
22. Crèche' facility at Work place
23. Recreational Facilities at Work place
24. Retirement benefit

**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

**An Institution Deemed to be University**

**Vill. Piparia, Taluka: Waghodia**

**(Dist. Vadodra, Gujarat)**

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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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- For Student Welfare – Sensitization programs shall be organized on-
  1. Seminar on various government scholarship schemes
  2. Program on various financial supporting bodies
  3. Institutional Financial Support
  4. Programs for SC/ ST/ Backward students on special assistance from Government /Private agencies.
  5. Educational avenues in foreign countries.
  6. Information and Guidance Bureau for weaker and marginalized students
  7. Use of holistic approach for progress of students
  8. Programs related to personality development
  9. Guidance for Competitive examinations
  10. Entrepreneurship schemes
  11. Job Placement
  12. Career Counseling
  13. Soft-skill development
  14. Remedial coaching
  15. Language lab
  16. Bridge course
  17. Yoga and Meditation
  18. Personal Counseling
  19. Mentorship
  20. Professional development
  21. Medical Assistance (Concessional Health card) to Students
  22. Merit Scholarships for Extra ordinary Students
  23. Meritorious awards to Students
  24. Student's safety Assistance Scheme
  25. LAPTOP Scheme
  26. Subsidized Transport Facility
  27. Free Internet Facility
  28. Food at subsidized cost
  29. Interest Free Loans for Tuition Fees

**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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Dist. Vadodara-391 760. (Gujarat)

24/06/2021



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**Director**  
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30. Support system e.g.: Student council, Mentorship Program, Counseling Centre, Anti-Raging committee, Emergency help line numbers, Career & Competitive Examination Forum, Alumni association, and Women empowerment system etc.
31. Recreational Facilities at Institute / University e.g.: Gymnasium, Sports complex, Garden, Temple, Yoga center etc.
6. Programs to be Organized by Research Cell (SVIEC, IPR Cell, Innovation Cell etc.)
- For Teaching Faculty and Students-
    1. IPR
    2. Research Funding
    3. Undertaken Collaborations
    4. Bioethics
    5. Scientific writing
    6. Research Proposal writing
    7. Plagiarism
    8. Innovations and Start ups
    9. Clinical Trials
    10. GCP and Y- schedule
    11. Workshops on Molecular Techniques and Genetic Sequencing ETC.
7. Sensitization Programs to be Organized by Internal Complaint Committee & Women Welfare, SVDU:
- For Employees and Students-
    1. Self-defense program
    2. Save Girl Child
    3. Healthy Mother Healthy Child
    4. Breast feeding
    5. Child Abuse and Neglect
    6. Family Design and Development
    7. Domestic Violence
    8. Dowry
    9. Indian Laws for Women ETC.
8. Programs to be Organized by Sports Section:
- For Employees and Students-
    1. Inter Collegiate / State level / National level Sports programs.

**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

An Institution Deemed to be University  
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24/06/2021



**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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2. Coaching programs for students
  3. Coaching programs for indoor / outdoor games
  4. To undertake holistic programs ETC.
9. Programs to be Organized by Faculty Development Cell:
- For Teaching Faculty -
    1. UGC recognized Faculty development program
    2. HRD ministry programs for Faculty development program
    3. Teaching methodology / Educational technology related programs ETC.

**Agenda 5:** To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.

The Member Secretary made a graphical presentation to the members related to this agenda. It was distinctly pointed out that maximum numbers of faculties are attending development programs in the campus. It is mandatory according to NAAC, to attend programs outside the campus also. Hence it was told to the HOI's to instruct the Faculties and Students, to participate in the programs organized In and Outside the campus of SVDU, with a ratio of 70:30.

**Agenda 6:** To review the Scientific Publications and Intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.

The Chairman informed the members that the Scientific publications of Faculty and student, shall be in UGC approved journals, as per the recent guidelines of NAAC. The Journals shall be indexed in Scopus, PubMed and Web of Science. The Journals shall have Impact Factor of Thompson Reuters / Clarivate analytics. He instructed the HOI's to sensitize and motivate the students and staff for Patents / Book / Book Chapter. He further instructed the coordinator of Innovation council and IPR cell to organize sensitization program, esp. in collaboration with Government Bodies.

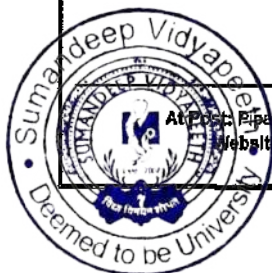
**Agenda 7:** To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.

The Member Secretary presented this agenda through graphs and tables, the data from A.Y. 2015-16 onwards. The Chairman instructed all the HOI's and Research Director to organize sensitization program for externally funded research projects and shall provide information about external funding agencies, regularly to the faculties and students. The faculties and students shall undertake this type of studies in large number. He told the HOI's to have at least

**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**  
An Institution Deemed to be University  
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Dist. Vadodara-391 760. (Gujarat)



At Piparia, Tal: Waghodia, Dist.: Vadodara, Gujarat State, INDIA, Pin: 391760 Phone: +91-6974900278, +91-2668-245292/64/66, Ext 315/316  
Website: www.sumandeepvidyapeethdu.edu.in; E-mail: director.iqac@sumandeepvidyapeethdu.edu.in, drchandramanimore@gmail.com

24/06/2021

**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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one externally funded research project per department, and the Research cell as well as the HOIs shall jointly undertake sensitization program on it.

**Agenda 8:** To discuss about Maintaining of Records at Institute / Section / Cell level from the academic year 2015.

This agenda was discussed at large length. After due deliberation, the Chairman directed all the HOI's, Directors, Coordinators, etc. to maintain and preserve all the academic, administrative, clinical and other records, as prescribed by NAAC and UGC, from the academic year 2015 – 2016. The data shall be preserved in soft and hard copy. The Member Secretary urged to have Central Record Depository. Thus, it was resolved to maintain all the records at the Institute/ Cell/ Section level, till the alternative arrangements are made.

**Agenda 9:** To review and discuss activities of Alumni Association at each institute and at University level.

The Member Secretary informed all the members that soon the process of selection of new President of Alumni association will begin as the President has resigned citing health reasons. The President of Pharmacy chapter and representative of KMSDCH chapter actively participated in the present agenda. The Chairman instructed both of them to enhance the number of activities, and to collect data as required for the second cycle of NAAC

**Agenda 10:** Any other matter with the permission of chair.

There was no matter in the present agenda

With the vote of thanks, the meeting was adjourned

**Dr. Chandramani B. More**  
Member Secretary, IQAC Committee

Cc to:

1. Registrar, SVDU
2. Dean, SBKSMIRC
3. Dean, KMSDCH
4. Principal, Department of Pharmacy
5. Principal, College of Physiotherapy
6. Principal, Sumandeep Nursing College

**Attested CTC**

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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7. Principal, Department of Management
8. Dean, Faculty of Paramedical Sciences
9. Medical Superintendent, Dhiraj Hospital
10. Director, Research Cell
11. Director, EBES
12. Director, FDC
13. Director, Student and Staff Welfare
14. Director, ISR
15. Director, Sports
16. chairman, Research Funding Allocation and Review committee
17. Chairperson, ICC & Women Welfare
18. Chief Administrative Officer, SVDU
19. Deputy Registrar - Academics, SVDU
20. Coordinator, Career Counselling Education System
21. Coordinator, Cumulative Feedback System
22. Coordinator, Mentorship and Counselling program
23. Coordinator, ISR
24. Coordinator, University Cultural Section.
25. Coordinator, Centre for Entrepreneurship Development
26. President, Alumni Association - Chapters of all Constituent Institutes, SVDU
27. President, University Student Council, SVDU

**Attested CTC**

*Chandramani*  
24/06/2021

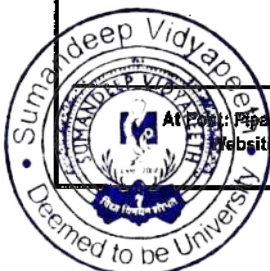
**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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Website: [www.sumandeepvidyapeethdu.edu.in](http://www.sumandeepvidyapeethdu.edu.in); E-mail: [director.iqac@sumandeepvidyapeethdu.edu.in](mailto:director.iqac@sumandeepvidyapeethdu.edu.in), [drchandramanimore@gmail.com](mailto:drchandramanimore@gmail.com)

**Dr. Chandramani B. More**  
**Director**  
**Internal Quality Assurance Cell**



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SVDU/IQAC/OW/45

14<sup>th</sup> April 2018

**Action Taken Report:**

For Fourth IQAC Meeting held on 06.04.2018, of Academic Year 2017-18

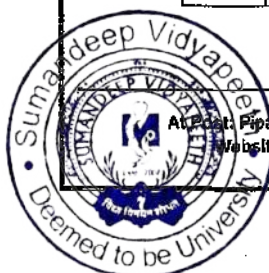
Sr No	Agenda	Action Taken	Remarks if any
1	To discuss the Status / Execution of Proposed Future plan of each Institute / Section /Cell for the year 2017-18	All HOI's / Institute / Sections / Cells will start work on execution of the proposed future plan in a systematic way as advised by Hon'ble Vice Chancellor	-
2	To discuss about the planning of Cycle 2 of NAAC accreditation.	The work related to Second Cycle of NAAC accreditation, shall began.	-
3	To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2017-18	The planned program is approved and will be executed as per the schedule.	-
4	To deliberate about Organizing more number of Faculty / Student / Nonteaching / Women / Research Development Programs.	The list of Minimum propose programs are circulated to all the Institutes / Sections / Cell / Department for implementation, which will be executed in A.Y. 2017-18	-
5	To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.	As per the resolution, the HOI's will encourage all the Faculties and Students, to participate in the programs organized in and Outside the campus of SVDU, with a ratio of 70:30.	-
6	To review the Scientific Publications and intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.	The HOI's have started sensitizing and motivating the students and staff for Patents and writing a Book / Book Chapter.	-
7	To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.	All the HOI's and the Research Cell have initiated the sensitization programs especially on externally funded research projects and resolution is executed.	-
8	To discuss about Maintaining of Records at Institute / Section / Cell level from the academic year 2015.	The Chairman instructed all the HOI's, Directors, Coordinators, etc, to maintain all the records at the Institute/ Cell/ Section level, till the alternative arrangements are made.	-

Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth  
 An Institution Deemed to be University  
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 Website: www.sumandeepvidyapeethdu.edu.in; E-mail: director.iqac@sumandeepvidyapeethdu.edu.in, drchandramanimore@gmail.com



24/06/2021

Dr. Chandramani B. More  
Director  
Internal Quality Assurance Cell



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9	To review and discuss activities of Alumni Association at each institute and at University level.	The decision / resolution pertaining to increase the number of activities, is undertaken by the Alumni association.	-
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Dr. Chandramani B. More  
Member Secretary, IQAC Committee

**Attested CTC**

24/06/2021

Vice-Chancellor  
Sumandeep Vidyapeeth

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## Internal Quality Assurance Cell

### Sumandeep Vidyapeeth

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Category – I Deemed to be University Under UGC Regulation 2018

At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760

SVDU / IQAC /OW /46 / 18

August 6, 2018

### Minutes of Meeting

The First Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2018-19, was convened on Monday, 6<sup>th</sup> August, 2018, at 2:30 pm, in Chanakya Hall, University building, of Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting.

- |                             |                  |
|-----------------------------|------------------|
| 1. Dr. R.P. Bharaney,       | Chairman         |
| Hon'ble Vice Chancellor     |                  |
| 2. Dr. Chandramani B. More, | Member Secretary |
| Director IQAC               |                  |
| 3. Dr. Girish Sailor        | Member           |
| 4. Dr. Prasad Nadig         | Member           |
| 5. Dr. Purnil Shah          | Member           |
| 6. Dr. Jay Soni             | Member           |
| 7. Dr. Jay Patwa            | Member           |
| 8. Mr. Nirmal Raj           | Member           |
| 9. Dr. Nirmal Shah          | Member           |
| 10. Dr. Pratik Kariya       | Member           |

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss about submitted AQAR for the academic Year 2017-18
2. To Plan Academic Calendar for the academic Year 2018-19
3. To discuss about Quality Initiatives for the academic Year 2018-19
4. To discuss about Implementation of New AQAR from Academic year 2018-19
5. To discuss about Preparation for 2<sup>nd</sup> cycle of NAAC accreditation from Academic year 2018-19

Any other matter with the permission of chair



Attested CTC

*[Signature]*

Vice-Chancellor

Sumandeep Vidyapeeth

An Institution Deemed to be University

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Dist. Vadodara-391 760. (Gujarat)

The above agendas were taken up for discussion as under:

**Agenda No.1-**To discuss about submitted AQAR for the academic Year 2017-18:

After due deliberation on this agenda it was, unanimously decided that the weak areas of this AQAR shall be strengthened in the academic year 2018 - 19. The weak areas such as Patents, External funding for the Research Studies, Fellowships, Publications in high impact factor journals, H-index, Books, Chapters and Consultancy. Corrective measures shall be undertaken and the stakeholders shall be informed accordingly.

**Agenda No.2-** To Discuss and approve Academic Calendar for the academic Year 2018-19:

The Member Secretary presented the Academic Calendar for the academic Year 2018-19(Annexure-I). After due deliberations, the proposed academic calendar was approved.

**Agenda No.3-**To Discuss about Quality Initiatives for the academic Year 2018-19:

After due deliberations, it was unanimously decided that quality initiatives such as- Research sensitization programmes, Gender sensitization programmes, Administrative and academic audits to be conducted by external agencies, green audits and faculty development programmes shall be undertaken by the IQAC so as to enhance quality practices in Sumandeep Vidyapeeth.

**Agenda No.4** –To discuss about Implementation of New AQAR from Academic year 2018-19:

It was suggested by Hon'ble Chairman that, the new AQAR should be studied thoroughly by all the working core committee members. The related Annexure for all the seven criterion shall be prepared and validated. The IQAC Director shall conduct a Seminar on the new AQAR for all the HOI's, Directors, Section Heads, Association Presidents, Institutional IQAC Coordinator, Interested faculty members of Sumandeep Vidyapeeth.

The New AQAR is made applicable from the academic year 2018-19 for Sumandeep Vidyapeeth.

**Agenda No.5-**To discuss about Preparation for 2<sup>nd</sup> cycle of NAAC accreditation:

The Hon'ble Chairman directed the IQAC Director and the Working Core Committee Members to chalk out a strategic plan for the preparation related to 2<sup>nd</sup> cycle of NAAC accreditation. He further instructed to all the members to



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24/06/2021  
Vice-Chancellor  
Sumandeep Vidyapeeth  
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conduct regular sensitization program on 2<sup>nd</sup> cycle of NAAC accreditation and IQA.

**Agenda No.6-** Any other matter with the permission of chair:

There were no matter raised by any member in this Agenda.

The meeting was concluded with vote of thanks by the member secretary. The meeting was adjourned sine die.

*Chandramani B. More* 06/08/18  
Dr. Chandramani B. More  
Member Secretary, IQAC Committee

CC to:

1. Dr.Girish Sailor

2. Dr.Prasad Nadig

3. Dr.Purnil Shah

4. Dr. Jay Soni

5. Dr. Jay Patwa

6. Mr.Nirmal Raj

7. Dr.Nirmal Shah

8. Dr.Pratik Kariya

Copy for information:

1. Hon'ble Vice Chancellor, SVDU

2. Registrar, SVDU



**Attested CTC**

*Chandramani B. More* 24/06/2021  
Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
VIII, Piparia, Taluka: Waghodia,  
Dist. Vadodara-391 760. (Gujarat)



**Internal Quality Assurance Cell  
Sumandeep Vidyapeeth**

**An Institution Deemed to be University**

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Category - I Deemed to be University Under UGC Regulation 2018*

**At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760**

SVDU / IQAC / OW/ 47/ 18

August 9, 2018

**Action Taken Report for First IQAC Meeting dated 06 August 2018, of  
Academic Year 2018-19.**

Sr. No.	Agenda	Action Taken
1.	To discuss about submitted AQAR for the academic Year 2017-18	Corrective measures are taken in the weak areas such as Patents, External funding for the Research Studies, Fellowships, Publications in high impact factor journals, H-index, Books, Chapters and Consultancy; by informing the Research Director, Chief Research Officer, all the HOI's and Director ISR to conduct Sensitization Programs for the Stakeholders.
2.	To Plan Academic Calendar for the academic Year 2018-19	The proposed Academic Calendar was approved for the Year 2018-19. The Same is executed.
3.	To discuss about Quality Initiatives for the academic Year 2018-19	1. The Quality initiatives such as faculty development programs, IPR and research related seminars are planned by IQAC, Constituent Institutes, Sections, Cell, etc. in the present academic year 2. The IQAC has planned to conduct Academic an Administrative Audit through NAAC Assessors.
4.	To discuss about Implementation of New AQAR from Academic year 2018-19	The Preparation of Annexure/ Templates is initiated as per the requirement of New AQAR.
5.	To discuss about Preparation for 2 <sup>nd</sup> cycle of NAAC accreditation from Academic year 2018-19	The Preparations are started for the 2 <sup>nd</sup> cycle of NAAC accreditation, by going through the SSR and IQA. The Planning of Preparing Annexure/ Templates is completed.

**Attested CTC**

*[Signature]*  
24/06/2021

Vice-Chancellor

Sumandeep Vidyapeeth

An Institution Deemed to be University

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Dist. Vadodara-391 760. (Gujarat)

*[Signature]* 09/08/18  
Dr. Chandramani B. More  
Member Secretary, IQAC Committee





## Internal Quality Assurance Cell

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At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760

SVDU / IQAC/OW/ 49 / 18

October 23, 2018

### Minutes of Meeting

The Second Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2018-19, was convened on Tuesday, 23<sup>rd</sup> October, 2018, at 2:30 pm, in Chanakya Hall, University building, of Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting.

- |   |                  |
|---|------------------|
| 1. Hon'ble Vice Chancellor,<br>SVDU         | Chairman         |
| 2. Dr.Chandramani B. More,<br>Director IQAC | Member Secretary |
| 3. Dr.Girish Sailor                         | Member           |
| 4. Mr.Nirmal Raj                            | Member           |
| 5. Dr.Nirmal Shah                           | Member           |
| 6. Dr.Jatin Chhaya                          | Member           |
| 7. Dr.Pratik Kariya                         | Member           |
| 8. Dr. Jay Soni                             | Member           |
| 9. Mr.Rahul Sharma                          | Member           |
| 10. Dr. Shreyas Shah                        | Member           |
| 11. Dr.Samarth Chellani                     | Member           |

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To confirm the minutes of Meeting of 06<sup>th</sup> August, 2018 and Action Taken Report.
2. To discuss about various Ranking/Rating Frameworks for Sumandeep Vidyapeeth
3. To discuss about Progress in the preparation for Second cycle of NAAC Accreditation- 2020
4. To discuss about planning six monthly audit as per new AQAR, for constituent institutes/section/cell etc.



Attested CTC  
Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
Vill. Piparia, Taluka: Waghodia.  
Dist. Vadodara-391 760. (Gujarat)

5. Any other matter with the permission of the chair.

The above agendas were taken up for discussion as under:

**Agenda No.1-** To confirm the minutes of Meeting of 06<sup>th</sup> August, 2018 and Action Taken Report.

The Member Secretary read the minutes of meeting dated 06<sup>th</sup> August, 2018 and action taken report. All this was unanimously accepted.

**Agenda No.2-** To discuss about various Ranking/Rating Frameworks for Sumandeep Vidyapeeth

The Member Secretary informed the committee that all the IQAC members shall study about National Institute Ranking Framework (NIRF), Times Higher Education World University Ranking and Atal Ranking of Institutions on Innovation Achievements (ARIIA). After due deliberation, the Chairman directed the Member Secretary to conduct sensitization program on all the above mentioned Rankings, for all the IQAC members.

**Agenda No.3-** To discuss about the Progress in the preparation for Second cycle of NAAC Accreditation- 2020:

The Member Secretary presented the progress in the work planned for Second cycle of accreditation for 2020. The Hon'ble Chairman gave various suggestions specially related to thorough sensitization to all the IQAC members on Institutional Information Quality Assessment (IIQA) and Self-Study Report (SSR) for Second Cycle. He further told that, based on the required information the Templates/Annexure shall be prepared on priority basis.

**Agenda No.4-** To discuss about planning six monthly audit as per new AQAR, for Constituent institutes/section/cell etc.

The Member Secretary placed this agenda and elaborated the strategic plan for conducting the first six monthly audit of Academic year 2018-19. The new AQAR will be executed, for collection of data from All the Constituent Institutes/Section/Cell. The Chairman suggested to have new Annexure / Templates for collecting data, as per the new AQAR.



Attested CTC

*[Signature]*

Vice-Chancellor

Sumandeep Vidyapeeth

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Dist. Vadodra-391 760. (Gujarat)

24/06/2021

**Agenda No.5-Any other matter with the permission of chair:**

There was no matter raised by any member in this Agenda.

The meeting was concluded with vote of thanks by the Member Secretary. The meeting was adjourned sine die.

*Chandramani B. More* 23/10/18

Dr. Chandramani B. More  
Member Secretary, IQAC Committee

CC to:

- 1 Dr.Girish Sailor *GU-sailor*
- 2 Mr.Nirmal Raj *Naj*
- 3 Dr.Nirmal Shah *Nir Shah*
- 4 Dr.Jatin Chhaya *JCH*
- 5 Dr.Pratik Kariya *Pratik*
- 6 Dr. Jay Soni *Jay*
- 7 Mr.Rahul Sharma *Rahul*
- 8 Dr. Shreyas Shah *Shreyas*
- 9 Dr.Samarth Chellani *Samarth*

Copy for information:

1. Hon'ble Vice Chancellor, SVDU
2. Registrar, SVDU



**Attested CTC**

*Chandramani B. More*

24/06/2021

Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
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## Internal Quality Assurance Cell

### Sumandeep Vidyapeeth

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Category - I Deemed to be University Under UGC Regulation 2018

At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760

SVDU / IQAC / OW / 50 / 18

Oct 25, 2018

#### Action Taken Report for Second IQAC meeting dated 23<sup>rd</sup> October, 2018 of Academic Year 2018-19.

Sr.No.	Agenda	Action Taken
1.	To discuss about various Ranking/Rating Frameworks for Sumandeep Vidyapeeth	As Per the recommendations from the Chairman, Hon'ble Vice Chancellor, The work distribution regarding various Ranking/Rating Frameworks is assigned as under. 1. Dr. Girish Sailor- Coordinator for NIRF. 2. Dr. Nirmal Shah- Coordinator for Times Higher Education Ranking. 3. Mr. Nirmal Raj- Coordinator for Atal Ranking of Institutions on Innovation Achievements.
2.	To discuss about Progress in the preparation for Second cycle of NAAC Accreditation- 2020	The work distribution regarding Second Cycle of NAAC Accreditation- 2020 was assessed by the Director IQAC. The work on preparation of new Annexure/Templates according the New AQAR, Institutional Information Quality Assessment (IIQA) and Self-Study Report (SSR) for Second Cycle is in progress.
3.	To discuss about planning six monthly audit as per new AQAR, for constituent institutes/section/cell etc	According to New AQAR format, the six monthly audit of all the constituent institutes/sections/cell is schedule in the moth of 2019.

Attested CTC

*[Signature]*

Vice-Chancellor

Sumandeep Vidyapeeth

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Vill. Piparia, Taluka: Waghodia

Dist. Vadodara-391 760. (Gujarat)

*[Signature]* 29/10/18

Dr. Chandramani B. More

Member Secretary, IQAC Committee





**Internal Quality Assurance Cell  
Sumandeep Vidyapeeth**

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Category – I Deemed to be University Under UGC Regulation 2018  
At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760*

SVDU / IQAC/OW 47/ 18

December 11, 2018

**Minutes of Meeting**

The Third Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2018-19, was convened on Friday, 7<sup>th</sup> December, 2018, at 2:00 pm, in Chanakya Hall, University building, of all the Heads of the Institutes, Directors, Co-ordinators and Chairperson of various Committees / Sections / Cells and Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting.

S.N.	Name	Designation
1.	Dr. R.P. Bharaney	Hon'ble Vice Chancellor– Chairman
2.	Dr. Chandramani B. More	Director IQAC – Member Secretary
3.	Dr. Manoj M. Sattigeri	Registrar, SVDU
4.	Dr. Bhavna Dave	Dean, KMSDCH
5.	Dr. A.K. Seth	Principal, Dept. of Pharmacy and Director, Research Cell
6.	Dr. Lata Parmar	Principal, College of Physiotherapy
7.	Dr. Subhasish Chatterjee	Principal, Department of Management
8.	Dr. Hetal Pandya	Director, FDC
9.	Dr. Vandana Shah	Director, Student and Staff Welfare
10.	Dr. Niraj Pandit	Director, ISR
11.	Dr. Sunil Doshi	Director, Sports
12.	Dr. Paresh Golwala	Chairman, Research Funding Allocation & Review Comm.
13.	GpCapt (Retd.). R K Das	Chief Administrative Officer, SVDU
14.	Dr. Manish Parmar	Deputy Registrar – Academics, SVDU
15.	Dr. Monali Shah	Coordinator, CCES
16.	Dr. Tejas Shah	Coordinator, Mentorship and Counselling program
17.	Dr. Bhavna Dave	Coordinator, University Cultural Section.
18.	Dr. Chintan Aundhia	President, Alumni Association – Pharmacy Chapter
19.	Dr. Girish Sailor	Member IQAC
20.	Dr. Jay Soni	Member IQAC
21.	Dr. Jatin Chhaya	Member IQAC
22.	Mr. Nirmal Raj	Member IQAC
23.	Mr. Rahul Sharma	Member IQAC
24.	Dr. Shreyas Shah	Member IQAC
25.	Ms. Dipika Patel	LABDHI Simulation Centre

**Attested CTC**

*[Signature]*

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

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26.	Dr.Niketa Patel	Member Secretary, ICC & WW
27.	Dr.Hemal Dave	Member Secretary, ICC & WW
28.	Miss Pooja Chavan	Tutor, Faculty of Paramedical science
29.	Dr.Sameer Chauhan	Secretary, Alumni Association-KMSDCH
30.	Dr.Mahavir Rajput	Member, SBKSMIRC, IQAC
31.	Mr.Aarya Shah	Associate Editor, University Council
32.	Mr.Mudit Grover	Treasurer, University Council

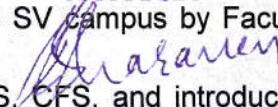
Following officials were absent:

S. N.	Name	Designation
1.	Dr.G.V.Shah	Dean, SBKSMIRC
2.	Dr. Ravindra H.N	Principal, Sumandeep Nursing College
3.	Dr. Premnath Hiriyur	Dean, Faculty of Paramedical Sciences
4.	Dr. Lavlesh Kumar	Medical Superintendent, Dhiraj Hospital
5.	Dr. Prasad Muley	Director, EBES
6.	Dr. B.M. Sattigeri	Chairperson, ICC & Women Welfare
7.	Dr. Puja Dullo	Coordinator, Feedback system
8.	Mr. Dipesh Dave	Coordinator, ISR
9.	Dr. Anshula Deshpande	Coordinator, Centre for Health Entrepreneurship
10.	Dr. Hetal Jasani	President, Alumni Asso. – SBKSMIRC Chapter
11.	Dr. Purnil Shah	President, Alumni Asso. – KMSDCH Chapter
12.	Mr.Vruti Patel	President, Alumni Asso. – Nursing Chapter
13.	Dr.Noel Macwan	President, Alumni Asso. – Physiotherapy Chap.
14.	Dr. Medha Wadhwa	President, Alumni Asso. – Management Chapter
15.	Mr. K. P Delvadia	President, University Student Council, SVDU.
16.	Dr. Samarth Chellani	Member IQAC
17.	Dr. Nirmal Shah	Member IQAC
18.	Dr. Pratik Kariya	Member IQAC

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

1. To discuss the Status / Execution of Proposed Future plan of each Institute / Section / Cell for the year 2018-19.
2. To discuss and implement the New AQAR, from A.Y. 2018-19.
3. To discuss about the planning of Cycle 2 of NAAC accreditation.
4. To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2018-19
5. To deliberate about Organizing more number of Faculty / Student / Non-teaching / Women / Research Development Programs.
6. To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.
7. To discuss about the existing Best Practices – EBES, CCES, CFS, and introducing New methods for teaching and learning.



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2/06/2021

8. To review and deliberate on Student activities pertaining to Welfare, Sports, Cultural, Social Initiatives, Knowledge Exhibitions etc., And their Achievements, from the academic year 2015.
9. To review about Institute Newsletter and University Magazine, from A.Y. 2015.
10. To review the Scientific Publications and Intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.
11. To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.
12. To assess the Curriculum Revision / Update from the academic year 2015 and Curriculum Bank.
13. To discuss about introducing New Academic Skilled courses with reference to UGC Autonomy Regulation- 2018.
14. To review and discuss about Consultancy Service Projects, from the academic year 2015.
15. To review and discuss about the progress about Centre for Healthcare Entrepreneurship, since 2016.
16. To discuss about Maintaining of Records at Institute / Section / Cell level from the academic year 2015.
17. To discuss about Formation and Activities to be planned for Parent Teacher Association (PTA) at each institute and at University.
18. To review and discuss activities of Alumni Association at each institute and at University level.
19. To review and discuss about maintaining Teachers Diary from the academic year 2015.
20. Any other matter with the permission of chair.

The above agendas were taken up for discussion as under:

**Agenda No.1: To discuss the Status / Execution of Proposed Future plan of each Institute/Section/Cell for the year 2018-19.**

The Member Secretary Dr. More presented proposed Future plan of each Institute / Sections / Cells for the year 2018-19. The HOI's / Principals or their Representatives actively participated in this agenda. The discussion was concluded with a directive from Hon'ble Vice Chancellor that each Institute / Sections / Cells shall execute the proposed future plan in a systematic way so that the stakeholders are benefited.

**Agenda No.2: To discuss and implement the New AQAR from Academic year 2018-19**

The Member Secretary informed the gathering that the New AQAR has been introduced by NAAC, from Academic year 2018-19. He elaborated about the difference in Old and New AQAR. The Chairman inquired about the status of preparation of Annexures / Templates pertaining to New AQAR. The Member Secretary informed all the members that the preparation of Annexures / Templates as per New AQAR is in progress. The same will be then forwarded to all the HOI's / Directors / Chairpersons for seeking suggestions. He further added that One day workshop will be organized for sensitizing all the HOI's / Co-ordinator's / Directors etc on newly prepared Annexures / Templates on new AQAR.

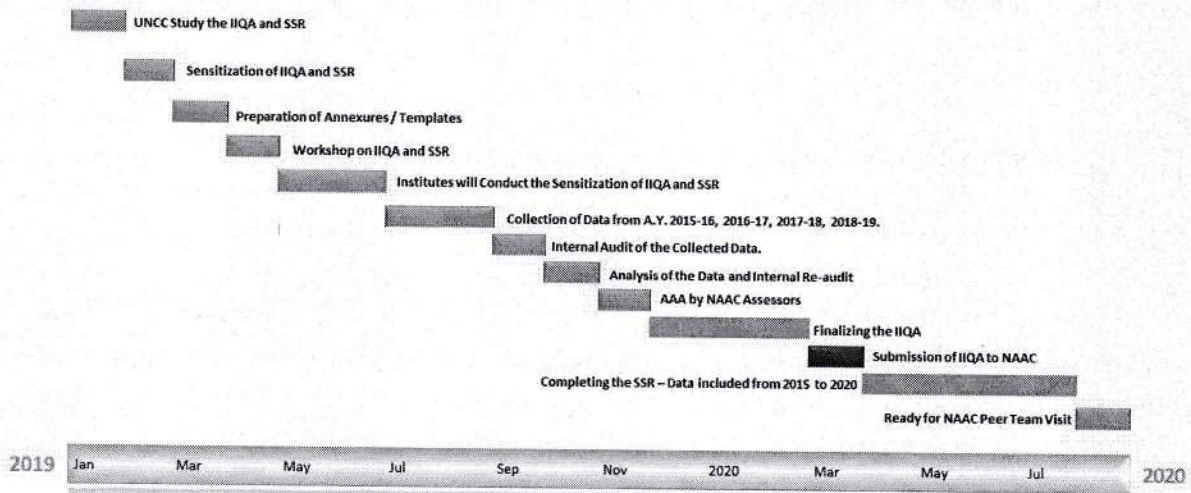


Attested CTC  
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 Vice Chancellor  
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### Agenda No. 3: To discuss about the Planning of Cycle 2 NAAC Accreditation

The Chairman informed all the members that the Sumandeep Vidyapeeth will undergo Cycle 2 NAAC Accreditation in 2020. The Member Secretary projected the Tentative Schedule of Planning, from January 2019 to August 2020. The Process of Cycle 2 Accreditation was explained in detail, emphasising IIQA submission, Self-Study Report (SSR), Student Satisfaction Survey (SSS) process and Grade Points. The Chairman informed all the members about the formation of University NAAC Core Committee. He further told that all the HOI's / Director / Co-ordinators etc., should support and assist the IQAC for the exhaustive work of NAAC and relieve the IQAC and NAAC core committee members as and when required by the IQAC Director.

- Tentative Schedule:



### Agenda No. 4: To discuss about the Planned Quality enhancement related programs organized by IQAC in A.Y. 2018-19

The Member Secretary presented the Planned Quality enhancement related programs organized by IQAC for the academic year 2018-19 which are as under.

- University Seminar on AQAR Filling and Reporting
- National Conference on Teaching, Learning and Evaluation in Higher Education: Emerging Challenges and Opportunity (NAAC Accredited)
- Workshop on Good Clinical Practice (GCP)



Attested CTC

*[Signature]*

Vice-Chancellor

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24/06/2021

4. Curriculum Design and Development for Sustainable and Societal Development (NAAC Accredited)
5. Institutional Quality improvement using Green ICT
6. Choice Based Credit System. (NAAC Accredited)

The Chairman directed all the HOI's to ensure that all the teaching faculties and interested students, must participate in all the above programs, in full strength.

**Agenda No. 5: To deliberate about Organizing more number of Faculty / Student / Non-teaching / Women / Research Development Programs**

The Member Secretary, suggested all the members that they should organise more number of development programs which will benefit the various stakeholders and shall focus on Faculty / Student / Nonteaching / Women / Research Programs. The IQAC handed over the respective list of proposed programs to all the members.

The Chairman suggested to maintain timeline for conducting the development programs and advised to organise these programs which are not conducted so far, in multiple's so that maximum people are benefited. Many members raised difficulties, about overlapping of programs. The Chairman informed the members to discuss out all these issues with IQAC Director. Following is the list of minimum proposed programs, which are to be organised by Institutes / Sections / Cell / Department etc. in the interest of teaching & non-teaching staff and students. The Chairman directed the members to ensure that all the students and faculty members should participate in all these programs.

**1. Programs to be Organized by Institutes and Hospital:**

- For Teaching Faculty and Students -
  1. Hands on Training program
  2. Webinar
  3. Live Surgical Demonstration
  4. Statutory Council Accredited Academic programs
  5. Refresher course
  6. NABH / NABL training
  7. ICMR / Govt. Training programs
  8. Faculty and Student exchange program
  9. Book/Equipment/ Material exhibition
  10. Staff / Student exchange program
  11. Practice Development and Management.
  12. Empathy Towards Patient
  13. ACLS and BLS
  14. Soft skills for Students
  15. Summer Winter schools and Workshop

- For Non-Teaching / Support Staff -
  1. Soft Skill Training
  2. Infection Control
  3. Occupational Hazards
  4. Empathy Towards Patient



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*[Signature]*  
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24/06/2021

5. Biomedical Waste Management
6. First Aid Workshop
7. Anti-Sexual Harassment Workshop
8. Documentation, Letter Drafting and other Administrative Training Program
9. Interdepartmental Coordination
10. Communication Skills
11. Time Management Training
12. Fire Safety Drill
- ETC.

2. Programs to be Organized by **HR department, SVDU:**

For Employees of University-

1. Orientation / Induction program for Newly inducted staff
2. Disaster management program
3. Road safety
4. Insurance policies
5. Financial management
6. Workplace Safety
7. Language training
8. Computer training
9. Gender Sensitization
10. Stress Management
11. Universal Values and Ethics

ETC.

3. Sensitization Programs to be Organized by **Centre for Health Entrepreneurship Development, SVDU:**

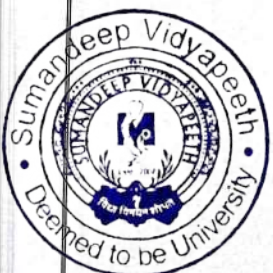
• For Employees and Students of SVDU-

1. Entrepreneurship Development Awareness Program
2. Industry Responsive Skills
3. Empowerment of Women through Skill and Entrepreneurship.
4. Empowerment of SC/ST/ Economically backward individual through Skill and Entrepreneurship
5. Achievement Motivation Training program. ETC.

4. Sensitization Programs to be Organized by **Institutional Social Responsibility Cell, SVDU:**

For Employees and Students of SVDU-

1. Nation Building through Community Service
2. Leadership, Community and Team Building Skills
3. Community based Development Initiatives.
4. Forms of Community Services
5. Social responsibility through Nature Conservation,
6. Swachch Bharat
7. AIDS Awareness
8. Gender Equity / Equality



**Attested CTC**

*[Signature]*

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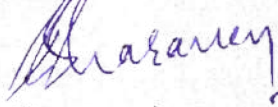
24/06/2021

9. Community Extension Program
10. Health awareness Program
- ETC.

5. Programs to be Organized by **Staff and Student Welfare Committee:**

- For Staff Welfare – Sensitization programs shall be organized on-
  1. Vocational Guidance
  2. Maternal benefits
  3. Yoga and Meditation
  4. Soft-skill development
  5. Entrepreneurship schemes
  6. Medical Assistance (Concessional Health card) to Teaching & Non-teaching staff
  7. Financial Assistance for Family Maintenance to the family of the deceased employee
  8. Financial Assistance for Higher Education to the employees
  9. Sabbatical/On Duty Leave Support for Higher Education to the employees
  10. Paternal Leave
  11. Financial Assistance for the higher education of the Children of the employee
  12. Merit Scholarships to the extra ordinary children of employee
  13. Meritorious awards to Teachers
  14. Employee's safety Assistance Scheme
  15. LAPTOP Scheme
  16. Free Transport Facility
  17. Free Internet Facility
  18. Rent Free Quarters
  19. Food at subsidized cost
  20. Interest Free Personal Loans
  21. Support system in case of Distress e.g. Woman Welfare Committee, Grievances Redressal Cell, Anti Sexual Harassment Cell
  22. Crèche' facility at Work place
  23. Recreational Facilities at Work place
  24. Retirement benefit
- For Student Welfare – Sensitization programs shall be organized on-
  1. Seminar on various government scholarship schemes
  2. Program on various financial supporting bodies
  3. Institutional Financial Support
  4. Programs for SC/ ST/ Backward students on special assistance from Government /Private agencies.
  5. Educational avenues in foreign countries.
  6. Information and Guidance Bureau for weaker and marginalized students
  7. Use of holistic approach for progress of students
  8. Programs related to personality development
  9. Guidance for Competitive examinations
  10. Entrepreneurship schemes
  11. Job Placement
  12. Career Counseling



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24/06/2021

13. Soft-skill development
  14. Remedial coaching
  15. Language lab
  16. Bridge course
  17. Yoga and Meditation
  18. Personal Counseling
  19. Mentorship
  20. Professional development
  21. Medical Assistance (Concessional Health card) to Students
  22. Merit Scholarships for Extra ordinary Students
  23. Meritorious awards to Students
  24. Student's safety Assistance Scheme
  25. LAPTOP Scheme
  26. Subsidized Transport Facility
  27. Free Internet Facility
  28. Food at subsidized cost
  29. Interest Free Loans for Tuition Fees
  30. Support system e.g.: Student council, Mentorship Program, Counseling Centre, Anti-Raging committee, Emergency help line numbers, Career & Competitive Examination Forum, Alumni association, and Women empowerment system etc.
  31. Recreational Facilities at Institute / University e.g.: Gymnasium, Sports complex, Garden, Temple, Yoga center etc.
- ETC.

6. Programs to be Organized by **Research Cell (SVIEC, IPR Cell, Innovation Cell etc.)**

- For Teaching Faculty and Students-
  1. IPR
  2. Research Funding
  3. Undertaken Collaborations
  4. Bioethics
  5. Scientific writing
  6. Research Proposal writing
  7. Plagiarism
  8. Innovations and Start ups
  9. Clinical Trials
  10. GCP and Y- schedule
  11. Workshops on Molecular Techniques and Genetic Sequencing

ETC.

7. Sensitization Programs to be Organized by **Internal Complaint Committee & Women Welfare, SVDU:**

- For Employees and Students-
  1. Self-defense program
  2. Save Girl Child
  3. Healthy Mother Healthy Child
  4. Breast feeding
  5. Child Abuse and Neglect
  6. Family Design and Development



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*[Signature]*

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24/06/2021

7. Domestic Violence
  8. Dowry
  9. Indian Laws for Women
- ETC.

8. Programs to be Organized by **Sports Section:**

- For Employees and Students-
    1. Inter Collegiate / State level / National level Sports programs.
    2. Coaching programs for students
    3. Coaching programs for indoor / outdoor games
    4. To undertake holistic programs
- ETC.

9. Programs to be Organized by **Faculty Development Cell:**

- For Teaching Faculty -
    1. UGC recognized Faculty development program
    2. HRD ministry programs for Faculty development program
    3. Teaching methodology / Educational technology related programs
- ETC.

**Agenda No. 6: To discuss about participating in Scientific programs outside SV campus by Faculty and Students.**

The Member Secretary made a graphical presentation to the members related to this agenda. It was distinctly pointed out that maximum numbers of faculties are attending development programs in the campus. It is mandatory according to NAAC, to attend programs outside the campus also. Hence it was told to the HOI's to instruct the Faculties and Students, to participate in the programs organized In and Outside the campus of SVDU, with a ratio of 70:30.

**Agenda No. 7: To discuss about the existing best practices – EBES, CCES, CFS and introducing new methods for teaching, learning and evaluation.**

The Member Secretary made an elaborative presentation on the Best practices of SVDU. But as these practices are in force from many years, it was suggested by the Chairman to introduce new methods for teaching, learning and evaluation, on similar lines of the present best practices. He even suggested the coordinators of the existing Best practices to add new features in the existing pattern of execution of these practices.

After due deliberation, it was thus resolved that the Educational Units of each constituent institute shall undertake training programs for the proposed new methods and then be implemented / executed:-



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1. Flipped Classroom
2. Reflective writing
3. Simulation Based Teaching
4. Concept Mapping
5. Case Based Learning.

It was also suggested by the Chairman to maintain records of the Best practices by the Institute and the Cell as under:

1. EBES
  - Curriculum changes
  - Seminar /Conference at Institute level / University /State / National
  - New method in EBES, If any
  - Research Activities
  - News letter
2. CCES
  - Modification in Approach of CCES
  - Sensitization Program
3. CFS
  - Feedbacks from stakeholders – Students, Employers, Parents, Alumni etc.
  - Student Satisfaction Survey
  - Comprehensive Feedbacks

**Agenda No.8: To review and deliberate on students' activities pertaining to Welfare, Sports, Cultural, Social Initiative, Knowledge Exhibition etc., and their achievement, from the academic year 2015.**

The Member Secretary suggested that the data of Student activities and achievement from the A.Y. 2015-16 till date, shall be maintained by each Constituent institute, Staff & Student welfare committee, and University & Institute Student Council. The ISR cell shall include Social initiatives of students. The Chairman elaborated that the achievements of the students may be Curricular / Co-Curricular / Extracurricular. The role of institutes / Student council / Student welfare cell, is very important for the overall growth of students. He further told that a conducive environment shall be created for the betterment of the student. The Member Secretary suggested the HOI's to send Students for various types of presentations in the conferences / symposium on numerous times and the attendance shall be considered.

**Agenda No.9: To review about Institute Newsletter and University Magazine, from A.Y. 2015-16 onwards.**

After due deliberation on this agenda, the Chairman suggested to have Newsletter and Magazines for Academic year, 2015-16, 2016-17, 2017-18, 2018-19, 2019-20, as under:

An Institute shall have at least TWO Newsletters (Soft and Hard copy)- Six monthly each; which shall comprise of recent academic and research activities of the Institute.



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24/06/2021

and novel scientific information. The teachers and the students of the Institute, shall be the members of editorial board.

2. At the University level, there shall be ONE Magazine (Hard copy) – Once in a year. The Magazine shall be edited by Staff and Student Welfare Committee and University Student Council. The Magazine shall comprise of Articles and Illustrations of the entire Academic, Sports, Cultural, Social, Achievements of teaching faculties, students, institute, Nonteaching, Alumni, Accreditations, ranking etc., divided into various compartments / sections for all the Institute and University level activities.

**Agenda No. 10: To review the Scientific Publication and Intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015-16 onwards.**

The Chairman informed the members that the Scientific publications of Faculty and student, shall be in UGC approved journals, as per the recent guidelines of NAAC. The Journals shall be indexed in Scopus, PubMed and Web of Science. The Journals shall have Impact Factor of Thompson Reuters / Clarivate analytics. He instructed the HOI's to sensitize and motivate the students and staff for Patents / Book / Book Chapter. He further instructed the coordinator of Innovation council and IPR cell to organize sensitization program, esp. in collaboration with Government Bodies.

**Agenda No. 11: To review and discuss about SVDU and externally funded Research Project, from the Academic year 2015- 16 onwards.**

The Member Secretary presented this agenda through graphs and tables, the data from A.Y. 2015-16 onwards. The Chairman instructed all the HOI's and Research Director to organize sensitization program for externally funded research projects and shall provide information about external funding agencies, regularly to the faculties and students. The faculties and students shall undertake this type of studies in large number. He told the HOI's to have at least one externally funded research project per department, and the Research cell as well as the HOIs shall jointly undertake sensitization program on it.

**Agenda No. 12: To Assess the Curriculum Revision / Update from the academic year 2015 and Curriculum bank.**

The Member Secretary informed the Members of the meeting that UGC recommends revision of curriculum every three years. The revision or amendment shall always be based on Curriculum Bank. The source of Trigger points for curriculum revision shall always be taken into account before revision. NAAC does not recommend more than 25% revision in the Curriculum. The records of Board of Studies, Academic Council, University Notifications Feedback from Stake holder etc shall be maintained at Institute and university level, meticulously. It was thus resolved that the Curriculum bank shall comprise of following items:



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1.	Statutory Council norms
2.	SVDU norms
3.	Periodic Amendments- Addition / Deletion in the syllabus
4.	Industry / Market need
5.	Genuine and Relevant Feedbacks from Students, Parents, Examiner, Subject experts, Teaching Faculty, Resource faculty, Alumni, Industry People, Employers
6.	Scientific Research Outcome, if any
7.	Feedback from faculty and student under exchange program (If any)
8.	Newer / Recent Trends (Eg. New Diseases, New Material, Scientific advancement, New Equipment / Instruments, etc.)
9.	Value added Information obtained during Conferences / Workshops/ Symposium etc.
10.	Extract from Conference proceedings (if applicable)
11.	Local Community need
12.	Genuine and relevant opinions of professional bodies
13.	Newer Trends in Holistic Approach
14.	Interdisciplinary need
15.	Innovations especially on educational technologies ETC...

**Agenda No. 13: To discuss about introducing new Academic skilled courses with reference to UGC Autonomy, Regulation-2018**

The Chairman informed the members that Sumandeep Vidyapeeth is categorized as Grade I University according to UGC Regulation 2018. The Autonomy is pertaining to starting of short duration of skilled courses and registration of Our University under Section 12B. He further advised all the HOIs to take advantage of the Autonomy in starting short term skilled courses by utilizing existing available resources in the university campus. The Chairman also emphasised on having MOUs, linkages with external agencies for providing new Academic skilled courses. He also mentioned about the Massive Open Online Course (MOOC) and Open Distance Learning (ODL) platforms for providing academic skilled courses. Thus, it was resolved that skilled courses shall be started under Paramedical Institute, after obtaining approval from the Academic Council.

**Agenda No. 14: To review and discuss about Consultancy services projects, from the academic year 2015- 2016**

The Member Secretary made a graphical presentation of last three years consultancy services related data. The ISR Director elaborated certain areas of consultancy services especially related to Government Agencies. The Chairman emphasized on having more number of clinical trials and extension activities by involving more number of students, which was unanimously agreed to this suggestion.

**Agenda No. 15: To review and discuss about the progress of Centre for Healthcare Entrepreneurship.**



Attested C/O  
Sumandeep Vidyapeeth

Vice-Chancellor  
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24/06/2021

The Member Secretary informed all the members about the objective of having Centre for Healthcare Entrepreneurship in the campus. The center was started in 2016 in collaboration with Government of Gujarat for creating entrepreneurs. As the coordinator of the center Dr. Anshula Deshpande was absent without intimation, the present agenda was kept on hold for the next IQAC meeting.

**Agenda No. 16: To discuss about maintaining of records at Institute/ Section/ Cell level from the academic year 2015-2016**

This agenda was discussed at large length. After due deliberation, the Chairman directed all the HOI's, Directors, Coordinators, etc. to maintain and preserve all the academic, administrative, clinical and other records, as prescribed by NAAC and UGC, from the academic year 2015 – 2016. The data shall be preserved in soft and hard copy. The Member Secretary urged to have Central Record Depository. Thus it was resolved to maintain all the records at the Institute/ Cell/ Section level, till the alternative arrangements are made.

**Agenda No. 17: To discuss about Formation and Activities to be planned for Parent Teacher Association (PTA) at each institute and at University.**

With reference to the mandatory requirement of having Parent Teacher Association (PTA) at every Institute and University level, the Member Secretary emphasized of having PTA the Registrar of SV assured to have PTA at university level for which the preparation of by laws is in progress. The Chairman asked all the HOI's and Registrar to plan PTA related activities in the present academic year and the record pertaining to the same shall be maintained. Thus, it was resolved to have PTA at every institute and University with uniform by laws.

**Agenda No. 18: To review and discuss activities of Alumni Association at each institute and at University level.**

The Member Secretary informed all the members that soon the process of selection of new President of Alumni association will begin as the President has resigned citing health reasons. The President of Pharmacy chapter and representative of KMSDCH chapter actively participated in the present agenda. The Chairman instructed both of them to enhance the number of activities, and to collect data as required for the second cycle of NAAC.

**Agenda No. 19: To review and discuss about maintaining Teacher's Diary from the academic year 2015-2016**

After due deliberation on this agenda, it was resolved that each institute shall have and maintain teacher's diary covering all the aspect of day today activities, mainly emphasizing academic, clinical, administrative, ISR, research, etc. The Pharmacy and Physiotherapy Institute have already implemented the teacher's diary. The Chairman advised all the HOI's to maintain uniformity in the format of teacher's diary.



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24/06/2021

**Agenda No.20: Any other matter with the Permission of Chair.**

There was no matter in the present agenda.

With the Vote of Thanks, the meeting was adjourned



**Chairman  
IQAC Committee**

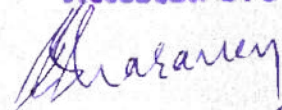
  
11/02/18  
**Member Secretary  
IQAC Committee**

Cc to:

1. Registrar, SVDU
2. Dean, SBKSMIRC
3. Dean, KMSDCH
4. Principal, Department of Pharmacy
5. Principal, College of Physiotherapy
6. Principal, Sumandeep Nursing College
7. Principal, Department of Management
8. Dean, Faculty of Paramedical Sciences
9. Medical Superintendent, Dhiraj Hospital
10. Director, Research Cell
11. Director, EBES
12. Director, FDC
13. Director, Student and Staff Welfare
14. Director, ISR
15. Director, Sports
16. Chairman, Research Funding Allocation and Review Committee
17. Chairperson, ICC & Women Welfare
18. Chief Administrative Officer, SVDU
19. Deputy Registrar – Academics, SVDU
20. Coordinator, Career Counselling Education System
21. Coordinator, Cumulative Feedback System
22. Coordinator, Mentorship and Counselling program
23. Coordinator, ISR
24. Coordinator, University Cultural Section.
25. Coordinator, Centre for Entrepreneurship Development
26. President, Alumni Association – Chapters of all Constituent Institutes, SVDU
27. President, University Student Council, SVDU



**Attested CTC**



**Vice-Chancellor**

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24/06/2021



## Internal Quality Assurance Cell

### Sumandeep Vidyapeeth

Declared as Deemed to be University under Section 3 of UGC Act, 1956

Accredited by NAAC with a CGPA of 3.53 on a Four Point scale at 'A' Grade

Category - I Deemed to be University Under UGC Regulation 2018

At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760

SVDU / IQAC / OW / 15 / 18

15<sup>th</sup> December, 2018

## Action Taken Report

For the Third IQAC meeting held on 7<sup>th</sup> December, 2018, of Academic Year 2018-19

Sr. No.	Agenda	Action Taken	Remarks, If any
1.	To discuss the Status / Execution of Proposed Future plan of each Institute / Section / Cell for the year 2018-19.	All HOIs / Institute / Sections / Cells will start work on execution of the proposed future plan in a systematic way as advised by Hon'ble Vice Chancellor	
2.	To discuss and implement the New AQAR, from A.Y. 2018-19	The New AQAR is implemented from the A.Y. 2018-19. The New Annexures for the New AQAR will soon be circulated to all the Institutes / Section / Cell etc.	
3.	To discuss about the planning of Cycle 2 of NAAC accreditation	The work related to Second Cycle of NAAC accreditation, has begun.	
4.	To discuss about Planned Quality enhancement related programs organized by IQAC in A.Y. 2018-19	The planned programs of IQAC are approved and will be executed as per the schedule.	
5.	To deliberate about Organizing more number of Faculty / Student / Non-teaching / Women / Research Development Programs.	The list of Minimum proposed programs are circulated to all the Institutes / Sections / Cell / Department for implementation, which will be executed in A.Y. 2018-19.	
6.	To discuss about participating in Scientific programs Outside SV campus by Faculty and Students.	As per the resolution, the HOI's will encourage all the Faculties and Students, to participate in the programs organized In and Outside the campus of SVDU	

Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth

An Institution Deemed to be University

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Dist. Vadodara-391 760. (Gujarat)



		with a ratio of 70:30.	
7.	To discuss about the existing Best Practices – EBES, CCES, CFS, and introducing New methods for teaching and learning.	Educational Units of each constituent Institute will undertake training programs for the Best practices on regular basis.	
8.	To review and deliberate on Student activities pertaining to Welfare, Sports, Cultural, Social Initiatives, Knowledge Exhibitions etc., And their Achievements, from the academic year 2015.	The resolutions of meeting are implemented by the constituent Institutes and related Sections / Cell of the University.	
9.	To review about Institute Newsletter and University Magazine, from A.Y. 2015.	<ul style="list-style-type: none"> <li>The all HOI's are instructed to have at least two newsletters in a year, which should be available in the form of Hard and Soft copy.</li> <li>It was also instructed that there should be one University magazine which should comprise of Articles and Illustrations of the entire Academic, Sports, Cultural, Social, Achievements of teaching faculties, students, institute, Nonteaching, Alumni, Accreditations, ranking etc. The Director of Student welfare will be Incharge of the University magazine.</li> </ul> <p>The resolution is executed.</p>	
10.	To review the Scientific Publications and Intellectual Property Rights (IPR) of Teaching Faculty and Students, from the academic year 2015.	The HOI's have started sensitizing and motivating the students and staff for Patents and writing a Book / Book Chapter.	
11.	To review and discuss about SVDU and Externally funded Research Projects, from the academic year 2015.	All the HOI's and the Research Cell have initiated the sensitisation programs especially on externally funded research projects and resolution is executed. .	
12.	To assess the Curriculum Revision / Update from the	The HOI's have assessed the curriculum revision since 2015.	

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Vice-Chancellor

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24/06/2021

	academic year 2015 and Curriculum Bank.	and all the related documents are preserved. The resolution is executed.	
13.	To discuss about introducing New Academic Skilled courses with reference to UGC Autonomy Regulation-2018.	The HOI's and the University Academic section have initiated the analysis of initiating certain short term skilled courses under the Graded Autonomy of the UGC. The resolution is executed.	
14.	To review and discuss about Consultancy Service Projects, from the academic year 2015.	The ISR cell has executed the resolution of this agenda.	
15.	To review and discuss about the progress about Centre for Healthcare Entrepreneurship, since 2016.	The resolution of this agenda is executed.	
16.	To discuss about Maintaining of Records at Institute / Section / Cell level from the academic year 2015.	The resolution of this agenda is executed and the HOI's, Directors, Coordinators, etc, will maintain all the records at the Institute/ Cell/ Section level, till the alternative arrangements are made.	
17.	To discuss about Formation and Activities to be planned for Parent Teacher Association (PTA) at each institute and at University.	The resolution of this agenda is executed by all the constituent institutes and the academic section of the university.	
18.	To review and discuss activities of Alumni Association at each institute and at University level.	The decision / resolution pertaining to enhancing the number of activities, is undertaken by the Alumni association.	
19.	To review and discuss about maintaining Teachers Diary from the academic year 2015.	The resolution of this agenda is executed by all the HOI's of the constituent institutes.	

*Chandramani B. More* 16/02/18

Dr.Chandramani B.More  
Director, IQAC



**Attested CTC**

*Chandramani B. More*

24/06/2021

**Vice-Chancellor**  
**Sumandeep Vidyapeeth**  
An Institution Deemed to be University  
Vill. Piparia, Taluka: Waghodia,  
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## Internal Quality Assurance Cell

### Sumandeep Vidyapeeth

An Institution Deemed to be University under Section 3 of UGC Act, 1956  
Accredited by NAAC with a CGPA of 3.53 on a Four Point scale at 'A' Grade  
Category - I Deemed to be University Under UGC Regulation 2018

At Post Piparia, Taluka Waghodia, District Vadodara. Pin-391760

SVDU / IQAC/OW/ 18 / 19

February 5, 2019

### Minutes of Meeting

The Fourth Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2018-19, was convened on **Monday 4<sup>th</sup> February 2019, at 3:00 pm**, in Chanakya Hall, University building, of all the Heads of the Institutes, Director of Research Cell and Working Core Committee Members of IQAC. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following Members were present in the said meeting.

S.N.	Name	Designation
1.	Dr. R.P. Bharaney	Hon'ble Vice Chancellor – Chairman
2.	Dr. Manoj M. Sattigeri	Registrar, SVDU
3.	Dr.Chandramani B. More	Director IQAC – Member Secretary
4.	Dr.Paresh Golwala	Additional Dean, SBKSMI&RC ,
5.	Dr. Bhavna Dave	Dean, KMSDCH
6.	Dr. A.K. Seth	Principal, Dept. of Pharmacy and Director, Research Cell
7.	Dr. Lata Parmar	Principal, College of Physiotherapy
8.	Dr.Subhasish Chatterjee	Principal, Department of Management
9.	Dr.Ravindra H.N.	Principal, Sumandeep Nursing College
10.	Dr.Premnath Hiriyur	Dean, Faculty of Paramedical Sciences
11.	Dr. Girish Sailor	Member IQAC
12.	Dr.Prateek Kariya	Member IQAC
13.	Dr. Jay Soni	Member IQAC
14.	Mr. Rahul Sharma	Member IQAC
15.	Dr.Nirmal Shah	Member IQAC
16.	Dr.Samarth Chellani	Member IQAC
17.	Dr.Sameer Chauhan	Member IQAC
18.	Dr.Mahavir Rajput	SBKSMI&RC - IQAC Institutional Co-ordinator

The Member Secretary welcomed all the members. The following agenda was placed for

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Vice-Chancellor

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**Agenda No.1: To discuss about strategic plan of each constituent Institute, for Second Cycle of NAAC Accreditation**

The Chairman informed all the members that Sumandeep Vidyapeeth will undergo Cycle 2 NAAC Accreditation in 2020 and everybody has to gear up for its preparation. The Member Secretary elaborated the process of Accreditation for Cycle 2. The Tentative Schedule of Planning, from January 2019 to August 2020 was presented once again. All the members actively participated in the present agenda. The HOI's presented the strategic plan of their Institute and details of NAAC core committee. The Member Secretary presented the details of the University NAAC core committee. The Chairman emphasized on good outcome from all these members. It was unanimously resolved that the Strategic plan and NAAC core committee formed at Institute and University level, may be accepted.

**Agenda No.2: To discuss about starting University approved Fellowship and Certificate courses under the section of Value-added Courses.**

All the members actively participated in the deliberation. The Chairman explained about starting the Value-Added Courses (VAC) in the form of either Certificate or as Fellowship and its importance in the present competitive scenario. He stressed on starting skill based short programmes, of duration not extending more than 6 months. He suggested the HOI's to prepare the necessary outline based on market need and to prepare the competency and skill based curriculum. The HOI's / Department shall obtain permission to introduce New Value Added Courses from the Committee comprising of Vice Chancellor, IQAC Director and Research Director. The application for permission along with the proposed curriculum shall be sent to IQAC Director. After obtaining permission, the HOI / Department shall place the proposed curriculum of the VAC, for approval in Institutional Board of Studies and Academic Council. The VAC shall start only after the Notification from the university is released. The HOI's shall ensure that the value added courses shall be undertaken in the available / existing infrastructure and the teaching faculty shall be from the constituent Institutes / Department. An External Faculty may be invited as a Guest Faculty and Not as a Course Coordinator, only for specific period / time. The Regulations of Statutory Regulatory Authorities shall be taken into account while framing the curriculum. The skilled programs which are meant only for postgraduate degree holders shall not be introduced to graduate degree holders. The format of the award certificate shall be approved from the above committee. The HOI and the Registrar will endorse the Certificate to be awarded to the participant of the program.



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The Value-added courses such as Personality development, Professional and Moral Values, certificate course in medical teaching technologies, certificate course in Evidence based teaching and Practice, Fellowship in Oral Oncology, certificate program in Industrial Health, certificate program in ACLS and BLS, etc. may be initiated from the present academic year, may be daily or weekly - once or twice or as desired; and after college working hours. The fees to be charged should be minimal. Thus, it was unanimously resolved that Value-added courses shall be initiated in the available / existing Infrastructure and may be undertaken from the present academic year onwards.

**Agenda No. 3: To discuss about having National and International adjunct / visiting faculty for department / Institute.**

The Member Secretary elaborated this agenda and stressed on having Adjunct / Visiting faculty for department / institute. The Chairman suggested to study the UGC norms and he advised to constitute a committee comprising of Registrar, IQAC Director and Research Director to formulate the University Policy for Adjunct / Visiting faculty for department and institute. The Selection committee for the Adjunct / Visiting faculty will comprise of Vice Chancellor, Registrar, Director IQAC, Concerned HOI and One Senior Professor from Other Constituent Institute. After due deliberations, it was thus resolved that based on the policy, the Adjunct / Visiting National - International faculty will be appointed.

**Agenda No.4: To discuss about starting New Health Care Centres / Clinics and assess the status of existing centres.**

The Member Secretary explained the need of this agenda. The Centre will cater to health challenges especially for Local diseases and diseases of concern to the Nation. The Chairman advised all the HOI's to prepare the objectives, thrust areas and probable outcome of the centre and establish the same after taking approval from the Registrar and Vice Chancellor. The University Notification will confirm the establishment of the Health centre. The Chairman also told the HOI's to keep the data ready for the existing Health Centres, for IQAC audit. After due discussion, it was decided to expand the health care system by establishing Advance Health Care Centres / Clinics, which will focus on specific subject and which is not in the ambit of Statutory Regulatory Authority.



**Attested CTC**

*[Signature]*

**Vice-Chancellor**

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## **Agenda No. 5: To discuss about the strategic plan for External Funding's for Research Studies**

The Chairman elaborated this agenda and directed all the HOI's and Research Director to seriously put efforts in strategic planning for external funding especially from Government agencies such as DBT, DST, GSBTM, GBRC etc. The Chairman also assessed the data of those research studies who received external funds in last three years. He also emphasized the need of having the support from external agencies for conducting research studies in Sumandeep campus. The Member Secretary told all the HOI's to increase the number of agencies funding the research studies as it will help in the upcoming Cycle 2 of NAAC accreditation. The Research Director elaborated all the efforts undertaken by his cell in sensitizing to undertake the research studies, funded by external agencies. It was thus resolved that the HOI's and the research cell, will jointly undertake more number of sensitization programmes for the teaching faculties and the students of Sumandeep Vidyapeeth.

## **Agenda No. 6: Any other matter with the permission of chair.**

1. The Member Secretary suggested starting Master of Public Health (MPH) degree programme as prescribed by the UGC. The Chairman assigned the work of starting MPH programme in the university to Dean Faculty of Paramedical Sciences and, Director IQAC. It was advised by the Chairman to the Dean Faculty of Paramedical Sciences to list MPH program under his faculty and propose the MPH Programme in the Upcoming Academic Council through the BOS. The Chairman also suggested involving the Department of Preventive and Social Medicine (PSM), SBKSMI&RC, for executing the MPH Programme from Academic Year 2019-20.
2. The Member Secretary suggested all the HOI's to introduce Innovative Practice- "Flipped Classroom" from this Academic Year. He elaborated that a Workshop on "Flipped Classroom" was organised in the recently held National Conference on "Teaching, Learning and Evaluation". The Chairman further added that along with Flipped Classroom even e-contents should be developed in all the Faculties of the University. The e-contents shall be kept on the website of the University for easy access to the students, which will help in referring the e-contents during the period of examinations. The Chairman suggested that the Educational Units of every institute shall undertake programs on Flipped classroom for Teaching Faculties and preparing e-contents for the institute.



**Attested CTC**  
*[Signature]*  
**Vice-Chancellor**  
**Sumandeep Vidyapeeth**  
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24/06/2021



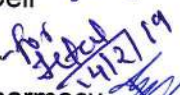


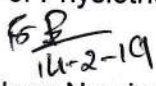



3. The Member Secretary informed all the members that UGC has established Consortium for Academic and Research Ethics (CARE) for creating and maintenance of "Reference list of Quality Journals (CARE list)". The M.S.University of Baroda is selected as a Western Nodal centre for CARE list. He further added that a format for recommendation of new journal in the CARE list is received by him. The Format shall be filled by all the constituent institutes for recommending new journals of high standards. It was unanimously decided that the list of new journals will be recommended to the IQAC of Sumandeep Vidyapeeth, who will audit and submit the same to the Nodal Officer of Western Zone.

The Chairman and the Member Secretary thanked all the members with a note to execute the above decisions with immediate effect.

  
Chairman  
IQAC Committee

  
Member Secretary  
IQAC Committee

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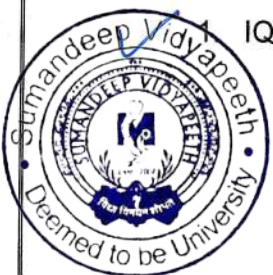
1. Registrar, SVDU 
2. Director, Research Cell 
3. Dean, SBKSMI&RC 
4. Principal, Dept. of Pharmacy 
5. Principal, College of Physiotherapy 
6. Dean, KMSDCH 
7. Principal, Sumandeep Nursing College 
8. Principal, Department of Management 
9. Dean, Faculty of Paramedical Sciences 

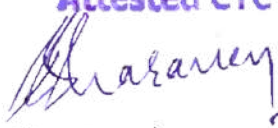
Copy for Information:

1. Hon'ble Vice Chancellor 

Copy for Record:

IQAC Meeting File



**Attested CTC**  
  
Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
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Dist. Vadodara-391 760. (Gujarat)  
24/06/2021



## Internal Quality Assurance Cell Sumandeep Vidyapeeth

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12<sup>th</sup> February, 2019

### Action Taken Report

For the Fourth IQAC meeting held on 4<sup>th</sup> February, 2019, of Academic Year 2018-19

Sr. No.	Agenda	Action Taken	Remarks, If any
1.	To discuss about strategic plan of each constituent Institute, for Second Cycle of NAAC Accreditation.	All HOIs / Institute / Sections / Cells have initiated the NAAC related work and have systematically planned the work schedule as directed by Hon'ble Vice chancellor.	
2.	To discuss about starting University approved Fellowship and Certificate courses under the section of Value-added Courses	As per the resolution, The HOI's of all the constituent institutes have started identifying skill-based Value-added Courses for their respective institutes. The expert team is appointed for the university to monitor the Value-added Courses of the University	
3.	To discuss about having National and International adjunct / visiting faculty for department / Institute	As per the resolution, All the HOI's of all the constituent institutes have initiated the work of Identifying renowned faculty members at both, National and International, so as to appoint them as Adjunct or Visiting faculty. The committee of experts is appointed by the university to prepare Policy on Appointments of Adjunct and Visiting faculty.	

Attested CTC

*[Signature]*

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4.	To discuss about starting New Health Care Centres / Clinics and assess the status of existing centres	The HOI's of all the constituent institutes have undertaken the assessment of having New Health Care Centre / Clinics	
5.	To discuss about the strategic plan for External Funding's for Research Studies	As per the resolution, the Research cell and the HOI's have jointly planned sensitization programmes for Teaching Faculties and Students, on External Funding agencies for Research studies, in coming months. The Post Doc Fellowship Programmes will be initiated in the University under Research Cell.	
6.	Any other matter with the permission of chair	I. The MPH Programme as lead down by UGC, will be initiated under Faculty of Paramedical Sciences from the Academic Year 2019-20.  II. The Two Innovative Practices such as - Flipped Classroom and E-contents, has been introduced at all the constituent institutes under Institutional Educational Units from February 2019 onwards.  III. The List of Journals recommended by all the constituent institutes and University is prepared as per the requirement of Consortium for Academic and Research Ethics (CARE), UGC. The list of Journals will be submitted to Western Zone of CARE, by 22 <sup>nd</sup> February 2019.	

*Chandramani B. More*  
Dr. Chandramani B. More  
Director, IQAC



**Attested CTC**

*Charan*  
24/06/2021

**Vice-Chancellor**  
**Sumandeep Vidyapeeth**  
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## Internal Quality Assurance Cell

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SVDU / IQAC / OW /52/19

March 28, 2019

### Minutes of Meeting

The Fifth meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2018-19, was scheduled on Wednesday, 27th March, 2019, at 02.30 pm in Medical Auditorium SBKSMI&RC, of all the Heads of Institutes, Director of Research Cell and working Core Committee Members of IQAC. The meeting was chaired by Hon'ble Vice Chancellor, SV. The Following Members were present in the said meeting.

1.	Dr. Rajesh P Bharaney	Chairman, Hon'ble Vice Chancellor, SV
2.	Dr.Chandramani B. More	Member Sec.& Director IQAC
3.	Dr. Manoj Sattigeri	Registrar, SV
4.	Dr. G.V.Shah	Dean, SBKSMI&RC
5.	Dr. A.K.Seth	<ul style="list-style-type: none"> <li>Principal Dept of Pharmacy</li> <li>Director, Research Cell</li> </ul>
6.	Dr. Lata Parmar	Principal, C.O.P.
7.	Dr. Bhavna Dave	Dean, KMSDCH
8.	Dr. Ravindra H.N.	Principal, S.N.C.
9.	Dr. Subhasish Chatterjee	Principal, D.O.M.
10.	Dr. Premnath Hiriyur	Dean, Paramedical Sciences
11.	Dr. Lavlesh Kumar	Medical Superintendent, Dhiraj Hospital
12.	GP Cap. R K Dash	Chief Administrative officer
13.	Dr. Girish Sailor	IQAC Member
14.	Dr. Jay Soni	IQAC Member
15.	Dr. Jatin Chhaya	IQAC Member
16.	Mr. Nirmal Raj	IQAC Member
17.	Dr. Nirmal Shah	IQAC Member
18.	Dr. Pratik Kariya	IQAC Member
19.	Mr. Rahul Sharma	IQAC Member
20.	Dr. Samarth Chellani	IQAC Member
21.	Dr. Sameer Chauhan	IQAC Member
22.	Mrs.Sonal Patel	IQAC Coordinator, SNC
23.	Ms.Priyanka Waghmare	IQAC Coordinator, SNC
24.	Dr.G.Palani Kumar	IQAC Coordinator, COP
25.	Dr.Narayan Kulkarni	IQAC Coordinator, KMSDCH
26.	Dr.Medha Wadhva	IQAC Coordinator, DOM

Attested CTC

*[Signature]*

24/06/2021



27	Parsang D.Sherpa	IQAC Coordinator, DOM
28	Pooja S.Chavan	IQAC Coordinator, Paramedical
29	Dr.Vandana Shah	Director, Staff and Students welfares, SV
30	Dr.Sunil Doshi	Director Sports, SV
31	Dr.Prasad Muley	Director EBES
32	Dr.Ashim Kumar Sen	CFS Coordinator,SV
33	Dr.Debasis Sinha	University NAAC Core Committee Member
34	Dr.Rajesh Maheshwari	University NAAC Core Committee Member
35	Dr.Ghanshyam Parmar	University NAAC Core Committee Member
36	Mr. Aditya S.	University NAAC Core Committee Member
37	Dr.S.Dinesh	University NAAC Core Committee Member
38	Dr.Dexter Brave	University NAAC Core Committee Member
39	Dr.Aditya Agrawal	University NAAC Core Committee Member
40	Kishor Sakariya	Chief Librarian, LRC
41	Dr.Devika	Dy. Librarian -LRC

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

**Agenda No.1- To discuss about the Revised Accreditation Framework of NAAC for Health Science Universities:**

The Member Secretary explained that the NAAC has introduced the Revised Accreditation Framework and a New manual for Health Science Universities. He elaborated the purpose of this framework and urged every member to get updated with the new manual. The Chairman emphasized on having a workshop and informed all the members to read the new manual and prepare set of queries for the upcoming Sensitization program.

The Member secretary described the process of NAAC for the Second cycle of Accreditation. He put forth the timeline for each process of NAAC and preparations required thereto. The Chairman advised all the members to strictly comply with the timeline for good outcome.

**Agenda No. 2 - To organize Sensitization Program on the New Self Study report (SSR).**

The Member Secretary informed all the members that the IQAC has organized a sensitization Program in the form of Conference on Sunday 26<sup>th</sup> May 2019 for all the faculties and administrative staff of our university. He requested all the HOI's to ensure that each teaching faculty will actively participate in the program. The member secretary further told the members that the Resource faculty for the said program will be invited from the NAAC core committee, Bangalore. After due deliberations, it was thus agreed to have a One day ~~Meeting~~ Conference on Revised Accreditation Framework of NAAC for Health Science Universities, on 26/05/2019.



**Agenda No.3 - To discuss any other matter with the Permission of Chair.**

1. The Chairman directed all the HOI's to inform the teaching faculties that hence forth all the publications shall be made only in those journals which are indexed in Scopus, Pubmed and Web of Science. He further instructed them to have name of Sumandeep Vidyapeeth, in the affiliation of each faculty. The Chairman told the Member Secretary to ensure that the Chief Librarian visits the site of Infibnet to confirm that the research publications of teaching faculty of Sumandeep Vidyapeeth are listed.
2. The Member Secretary advised all the HOI's to ensure that the data related to NAAC is preserved properly from the year 2015 onwards, in both, the Soft and Hard copy. He further told them that even the research articles which were published after the submission of AQAR, shall also be considered as a part of record.
3. The Chairman informed the members that soon IQAC will be provided with space in the University building as 'Central Depository', for maintaining all the hard copies of the documents, especially the documentary evidences for the claims.

The meeting was concluded with vote of thanks by the Member secretary.

*Chandramani B. More* 28/03/19  
Dr. Chandramani B. More

Member Secretary, IQAC Committee

CC to:

1. All IQAC Members
  - 1 Dr. Girish Sailor
  - 2 Dr. Jay Soni
  - 3 Dr. Jatin Chhaya
  - 4 Mr. Nirmal Raj
  - 5 Dr. Nirmal Shah
  - 6 Dr. Pratik Kariya
  - 7 Mr. Rahul Sharma
  - 8 Dr. Samarth Chellani
  - 9 Dr. Sameer Chauhan
2. All the Members who attended the meeting – sent through email

Copy for information:

1. Hon'ble Vice Chancellor, SVDU
2. Registrar, SVDU

*Sharan*

**Attested CTC**

*Sharan* 24/06/2021

**Vice-Chancellor**

**Sumandeep Vidyapeeth**

*An Institution Deemed to be University*

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## Internal Quality Assurance Cell

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SVDU / IQAC / OW / 53/19

28<sup>th</sup> March, 2019

### Action Taken Report

For the Fifth IQAC meeting held on 27<sup>th</sup> March, 2019, of Academic Year 2018-19

Sr. No.	Agenda	Action Taken	Remarks, If any
1.	To discuss about the Revised Accreditation Framework of NAAC for Health Science Universities	The Chairman and the Member Secretary presented the Revised Accreditation Framework of NAAC for Health Science Universities and elaborated the important parameters. The Chairman suggested to have a sensitization program on the Revised Framework in the month of May 2019.	—
2.	To organize Sensitization Program on the New Self Study report (SSR).	The Member Secretary informed all the members that the IQAC has organized a Sensitization Program in the form of Conference on Sunday 26 <sup>th</sup> May 2019 for all the faculties and administrative staff of Sumandeep Vidyapeeth and other Health Science Universities. He requested all the H.O.I.'s and All administrative head to ensure that all the stake holders shall participate in full strength.	—
3.	To discuss any other matter with the Permission of Chair	1. All the HOI's were instructed to inform all the teaching faculties to publish research papers only in those journals which are indexed in Scopus, Pubmed and Web of Science and with the name of Sumandeep Vidyapeeth as an affiliation institute. 2. The Member Secretary advised all the HOI's to ensure that the data related to NAAC is preserved properly from the year 2015 onwards, in both, the Soft and Hard copy. 3. The "Central Depository" will be initiated in the University Building, for maintaining all the hard copies of the documents, especially the documentary evidences for the claims made to NAAC.	—

Dr. Chandramani B. More  
Director, IQAC

Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth

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**Internal Quality Assurance Cell  
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Accredited by NAAC with a CGPA of 3.53 on a Four Point scale at 'A' Grade  
Category - I Deemed to be University Under UGC Regulation 2018  
At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760*

SVDU / IQAC /OW/ 54/ 19

May 11, 2019

**Minutes of Meeting**

The Sixth Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2018-19, was convened on Friday, May 10<sup>th</sup> 2019 at 2:30 pm, in Chanakya Hall, University building. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting:

1.	Dr. R.P. Bharaney, Hon'ble Vice Chancellor	Chairman
2.	Dr. Chandramani B. More, Director IQAC	Member Secretary
3.	Dr. Manoj Sattegeri	Registrar
4.	Dr. A.K. Seth	Principal, Dept. of Pharmacy
5.	Dr. Bhavna Dave	Dean, KMSDCH
6.	Dr. Lata Parmar	Principal, COP
7.	Dr. Subhasish Chatterjee	Principal, DOM
8.	Dr. Premnath Hiriyur	Dean, Paramedical Sciences
9.	Gp. Capt (Retd.). R. K. Dash	Chief Administrative Officer
10.	Dr. Prasad Muley	Director, EBES
11.	Dr. Vandana Shah	Director, Staff & Stu Wel. Comm
12.	Dr. Anshula Deshpande	Chairperson, CCEF
13.	Dr. Girish Sailor	Member, IQAC
14.	Dr. Nirmal Shah	Member, IQAC
15.	Dr. Samarth Chellani	Member, IQAC
16.	Dr. Jay Soni	Member, IQAC
17.	Dr. Sameer Chauhan	Member, IQAC
18.	Mr Rahul Sharma	Member, IQAC
19.	Dr. Jatin Chhaya	Member, IQAC
20.	Dr. Medha Wadhwa	Member Secretary, FDC
21.	Dr. Vikas Chandarkar	Member, Feedback Committee

The following members were absent:

1.	Dr. G. V. Shah	Dean, SBKS MIRC
2.	Dr. Ravindra H. N.	Principal, SNC
3.	Dr. Niraj Pandit	Director, ISR
4.	Mr. Dipesh Dave	Coordinator, ISR
5.	Dr. Maneesh Jaiswal	Chief Research Officer
	Mr. Nirmal Raj	Member, IQAC
	Dr. Pratik Kariya	Member, IQAC

Attested CTO

*[Signature]*



24/06/2021

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

**Agenda No. 1 - To discuss about the National Conference on Revised Assessment and Accreditation Framework for Health Science Institution**

The Member Secretary explained about the IQAC organizing the National Conference on Revised Assessment and Accreditation NAAC Framework for Health Science Institution on Sunday, 26<sup>th</sup> May, 2019. He elaborated the purpose of organizing this event for all the teaching faculties and administrative staff of Sumandeep Vidyapeeth. The Chairman advised all the HOI's to undertake discussion with all the teaching faculties of the institute, on each area of New Manual for Health Science Universities. He further told to all the HOI's to prepare set of queries related to new SSR and to submit the same to the IQAC Director so that it will be taken up during the Panel discussion in the conference.

The Member Secretary requested all the HOI's to ensure that all the teaching faculties working under them shall register through Google form link and the list of nominated administrative staff shall be sent to the IQAC Director latest by 18<sup>th</sup> May 2019. The Member Secretary further requested all the members to forward the soft copy of the conference brochures to the other Health Science Universities.

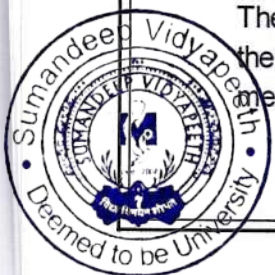
It The Chairman instructed the Chief Administrative Officer to provide the transport facilities to the Teaching and Nonteaching staff of Sumandeep Vidyapeeth and to the delegates from other Universities. was decided that the bus will reach in morning at 9:00 am to Sumandeep campus and will depart at 6:15 pm for Vadodara city.

**Agenda No. 2 - To discuss about Bridge, Remedial, Enrichment (BRE) Program of Sumandeep Vidyapeeth**

The Member Secretary presented the existing Policy and SOP of BRE. He also presented the proposed policy and guidelines for BRE. All the members actively participated in the discussion and suggested few modifications in the proposed policy for BRE. The Chairman advised Member Secretary to make the suggested changes in the proposed policy and guideline for BRE; and the same shall be approved by him and then executed to all the seven constituents Institutes. It was unanimously resolved that the modified BRE policy shall be implemented with immediate effect.

**Agenda No. 3 - To discuss about the proposed format for Policy and SOP document**

The Member Secretary presented the proposed format for Policy and SOP document during the meeting. Each member participated actively in the discussion. The Queries raised by the members were solved by the Member Secretary. The Chairman explained the need of having



uniform format for Policy and SOP documents of Sumandeep Vidyapeeth. After due considerations of few suggestions, the new format for Policy and SOP document will be sent through email to the Registrar, all HOI'S, Directors, Medical Superintendent, CAO etc.; for execution. The Chairman advised the Member Secretary to incorporate "why, when, how" shall be the basic points while preparing the SOPs. He further told the members that the Policies and SOPs in new format shall be implemented from the academic year 2019 – 20 onwards.

**Agenda No. 4 – To discuss about data related to AQAR 2018-19 and its comparison with the previous academic years**

The Member Secretary elaborated this Agenda. He presented the first Six monthly report for the academic year 2018-19. All the Strengths, Weaknesses and Shortcomings were presented to the members. He also compared all the data of the academic year 2015-16, 2016-17, 2017-18 and 2018-19. The presentation was made in Tabular and Graphical format with easy to understand. All the members actively participated in the discussion. The Chairman appreciated the IQAC for presenting the comparative data and its analysis. He instructed all the HOI's to take this presentation seriously and undertake corrective measures to overcome the shortcomings in coming days. The Chairman emphasized on having scientific publications in Pubmed, Scopus and Web of Science indexed journals, with affiliation to Sumandeep Vidyapeeth; And Research studies funded by external agencies. He advised to Research Director and all the HOI's to look in to this aspect seriously and urgently.

**Agenda No. 5- Any other matter with the permission of chair**

There was no matter raised by any member in this agenda.

The meeting was concluded with the vote of thanks by the Member Secretary.

  
Dr. Chandramani B. More  
Member Secretary, IQAC Committee

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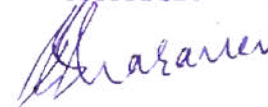
1. All the members who attended the meeting (sent through email)

Copy for information:

1. Hon'ble Vice Chancellor, SVDU



**Attested CTC**

  
Vice-Chancellor  
Sumandeep Vidyapeeth

24/06/2021





**Internal Quality Assurance Cell  
Sumandeep Vidyapeeth**

*Established as Deemed to be University under Section 3 of UGC Act, 1956  
Accredited by NAAC with a CGPA of 3.53 on a Four Point scale at 'A' Grade*

*Category - I Deemed to be University Under UGC Regulation 2018*

**At Post Piparia, Taluka Waghodia, District Vadodara -Pin-391760**

SVDU / IQAC / OW / 55/ 19

13<sup>th</sup> May, 2019

**Action Taken Report**

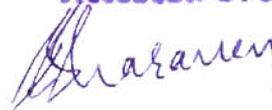
For the Sixth IQAC meeting held on 10<sup>th</sup> May 2019, of Academic Year 2018-19, the Action Taken Report on Minutes of Meeting is as under:

Sr. No.	Agenda	Action Taken	Remarks, If any
1.	To discuss about the National Conference on Revised Assessment and Accreditation Framework for Health Science Institution	1. The Conference Broucher is circulated to all the HOI's, Directors of constituent Institutes, Cells, Sections etc 2. The HOI's are advised to prepare set of queries related to new SSR and to submit the same to the IQAC Director so that it will be taken up during the Panel discussion in the conference. The work pertaining to this has already begun. 3. The Chief Administrative Officer will provide transport facilities to the Teaching and Nonteaching staff of Sumandeep Vidyapeeth and to the delegates from other Universities.	—
2.	To discuss about Bridge, Remedial, Enrichment (BRE) Program of Sumandeep Vidyapeeth	The proposed Policy and Guidelines for BRE is modified and will be executed to all the seven constituents Institutes.	—
3.	To discuss about the proposed format for Policy and SOP document	The new format for Policy and SOP document is ready and will be sent through email to the Registrar, All HOI'S, Directors, Medical Superintendent, CAO etc.; for execution.	—
4.	To discuss about data related to AQAR 2018-19 and its comparison with the previous academic years	The Hon'ble Vice Chancellor has instructed all the HOI's to have Scientific publications in the journals indexed with Pubmed, Scopus and Web of Science and the affiliation of the teaching faculty shall be Sumandeep Vidyapeeth. The HOIs have agreed to execute the instruction.	—

  
Dr. Chandramani B. More  
Director, IQAC



**Attested CTC**

  
Vice-Chancellor

Sumandeep Vidyapeeth

An Institution Deemed to be University

Vill. Piparia, Taluka: Waghodia.

Dist. Vadodara-391 760. (Gujarat)

24/06/2021



## Internal Quality Assurance Cell Sumandeep Vidyapeeth

Declared as Deemed to be University under Section 3 of UGC Act, 1956  
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Category-I Deemed to be University Under UGC Regulation-2018  
At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760

SVDU / IQAC /OW/72/19

05 October 2019

### Minutes of Meeting

The First Meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2019-20, was convened on Wednesday, 4<sup>th</sup> October, 2019, at 2:00 pm, in Chanakya Hall, University building, of Working Core Committee Members. The meeting was chaired by Hon'ble Vice Chancellor, SV. The following members were present in the said meeting.

- |                                 |                                     |
|---------------------------------|-------------------------------------|
| 1. Hon'ble Vice Chancellor SVDU | Chairman                            |
| 2. Dr. Chandramani B. More      | Registrar & Director IQAC           |
| 3. Dr. Girish Sailor            | IQAC Coordinator & Member Secretary |
| 4. Mr. Nirmal Raj E. V          | Member                              |
| 5. Dr. Nirmal Shah              | Member                              |
| 6. Dr. Pratik Kariya            | Member                              |
| 7. Dr. Sameer Chauhan           | Member                              |
| 8. Dr. Jatin Chaaya             | Member                              |
| 9. Dr. Jay Soni                 | Member                              |

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

### **Agenda No.1- To discuss about the revised manual for Health Science Universities**

**Dated 29.09.2019:**

The Member Secretary explained that the NAAC has introduced a Revised manual for Health Science Universities. He emphasized every member to get updated with the new manual.

The Chairman urged on having a workshop on this matter and informed all the members to read the new revised manual.



The Member secretary described the process of NAAC for the Second cycle of Accreditation for Sumandeep Vidyapeeth An institution deemed to be university. He put forth the timeline for each process of NAAC and preparations required thereto. The Chairman advised all the members to strictly comply with the timeline for good outcome.

**Agenda No. 2 - To organize Sensitization Program on the New Self Study report (SSR).**

The Member Secretary informed all the members that the IQAC has organized a sensitization Program on new Health Manual / SSR for all the faculties and administrative staff of our university, especially in the month of February 2020. He requested all the members to ensure that each teaching faculty and related administrative staff for active participation in the program. The member secretary further told the members that the Resource faculty for the said program shall be Vice Chancellors/ Senior Faculty Members from different parts of the country. After due deliberations, it was thus agreed to have a Sensitization programme on Revised Accreditation Framework of NAAC for Health Science Universities.

**Agenda No.3 - To discuss any other matter with the Permission of Chair.**

There were no matters to discuss in this agenda.

The meeting was concluded with vote of thanks by the Member secretary.

*Girish*

Dr. Girish Sailor  
Member Secretary, IQAC

**Cc to:**

1. All the IQAC Members

1. Mr. Nirmal Raj E V *Raj's*
2. Dr. Nirmal Shah *Nir*
3. Dr. Pratik Kariya *Pratik*
4. Dr. Sameer Chauhan *Sameer*
5. Dr. Jatin Chaaya *Jatin*
6. Dr. Jay Soni *Jay*

**Copy for information:**

1. Hon'ble Vice Chancellor, SVDU
2. Registrar, SVDU



**Attested CTC**

*Charan*

Vice-Chancellor

Sumandeep Vidyapeeth  
An Institution Deemed to be University  
VIII, Piparia, Taluka: Waghodia,  
Dist. Vadodra-391 760. (Gujarat)

24/06/2021



**Internal Quality Assurance Cell  
Sumandeep Vidyapeeth**

Declared as Deemed to be University under Section 3 of UGC Act, 1956  
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Deemed to be University Under UGC Regulation 2018  
At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760

SVDU / IQAC / OW / 19

09<sup>th</sup> October, 2019

**ACTION TAKEN REPORT**

For the meeting held on 4<sup>th</sup> October 2019

Sr. No	Agenda	Action Taken	Remarks If any
1.	To discuss about the revised manual for Health Sciences Universities dated 29.09.2019	Discussed and annexure are started preparing for collection of data from institutes.	-
2.	To organize sensitization program on the New Self Study Report(SSR)	Will be discussed with all the HOIs of constituent institutes regarding organizing the event.	-

Dr. Girish Sailor  
Member Secretary, IQAC

Copy for information:

1. To all IQAC Members
2. Hon'ble Vice Chancellor, SVDU
3. Registrar, SVDU



Attested CTC

Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
Viii. Piparia, Taluka: Waghodia,  
Dist. Vadodara-391 760. (Gujarat)

24/06/2021



## Internal Quality Assurance Cell Sumandeep Vidyapeeth

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Deemed to be University Under UGC Regulation 2018  
At Post Piparia, Taluka Waghodia, District Vadodara-Pin-391760*

SVDU / IQAC / OW//19

December 27, 2019

### Minutes of Meeting

The First meeting of Internal Quality Assurance Cell (IQAC) for the academic year 2019-20, was scheduled on Wednesday, 27<sup>th</sup> December, 2019, at 09.30 am in Medical Auditorium SBKSMI&RC, of all the Heads of Institutes, Director of Research Cell and working Core Committee Members of IQAC. The meeting was chaired by Hon'ble Vice Chancellor, SV. The Following Members were present in the said meeting.

1.	Dr. Rajesh P Bharaney	Chairman, Hon'ble Vice Chancellor, SV
2.	Dr. Chandramani B. More	Director IQAC, Registrar - SVDU
3.	Dr. G.V. Shah	Dean, SBKSMI&RC
4.	Dr. Bhavna Dave	Dean, KMSDCH
5.	Dr. A.K. Seth	Principal Dept of Pharmacy Director, Research Cell
6.	Dr. Ravindra H.N.	Principal, S.N.C.
7.	Dr. Lata Parmar	Principal, C.O.P.
8.	Dr. Subhasish Chatterjee	Principal, D.O.M.
9.	Dr. Lavlesh Kumar	Medical Superintendent, Dhiraj Hospital
10.	GP Cap. R K Dash	Chief Administrative officer
11.	Mr. Nirmal Raj	Coordinator, IQAC
12.	Dr. Nirmal Shah	IQAC Member
13.	Dr. Pratik Kariya	IQAC Member
14.	Dr. Sameer Chauhan	IQAC Member
15.	Mr. Rahul Suthar	IQAC Member
16.	Mr. Baile	IQAC Member
17.	Dr. Mahavir Rajput	IQAC Coordinator, SBKSMI & RC
18.	Dr. Rajesh Maheswari	IQAC Coordinator, DoP
19.	Dr. Chintan Aundhia	IQAC Coordinator, DoP
20.	Mrs. Sonal Patel	IQAC Coordinator, SNC
21.	Mrs. Priyanka Waghmare	IQAC Coordinator, SNC
22.	Dr. G. Palani Kumar	IQAC Coordinator, CoP

Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth  
An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia,  
Dist. Vadodara-391 760. (Gujarat)



23.	Dr. Narayan Kulkarni	IQAC Coordinator, KMSDCH
24.	Dr. MedhaWadhva	IQAC Coordinator, DOM
25.	Ms. ParsangD.Sherpa	IQAC Coordinator, Paramedical
26.	Ms. Pooja S.Chavan	IQAC Coordinator, Paramedical
27.	Dr. Vandana Shah	Director, Staff and Students welfares, SV
28.	Dr. Pulkit Kalyan	Sports Coordinator, SVDU
29.	Dr. Prasad Muley	Director EBES
30.	Dr. Ashim Kumar Sen	CFS Coordinator, SVDU
31.	Dr. Debasish Sinha	University NAAC Core Committee Member
32.	Dr. Ghanshyam Parmar	University NAAC Core Committee Member
33.	Mr. Swapnil Rahane	University NAAC Core Committee Member
34.	Dr. Kalpesh Satani	University NAAC Core Committee Member
35.	Mr. Vikash	University NAAC Core Committee Member
36.	Mr. Kishor Sakariya	Chief Librarian, LRC, SVDU
37.	Dr. Devika	Dy. Librarian, LRC, SVDU

The Member Secretary welcomed all the members. The following agenda was placed for discussion:

**Agenda No.1- To discuss about the Revised manual for Health Science Universities**

**Dated 29.09.2019:**

The Member Secretary explained that the NAAC has introduced a Revised manual for Health Science Universities. He emphasized every member to get updated with the new manual. The Chairman urged on having a workshop on this matter and informed all the members to read the new revised manual.

The Member secretary described the process of NAAC for the Second cycle of Accreditation. He put forth the timeline for each process of NAAC and preparations required thereto. The Chairman advised all the members to strictly comply with the timeline for good outcome.

**Agenda No. 2 - To organize Sensitization Program on the New Self Study report(SSR).**

The Member Secretary informed all the members that the IQAC has organized a sensitization Program on 17/01/2020 for all the faculty and administrative staff of our university. He requested all the HOI's to ensure that each teaching faculty will actively participate in the program. The member secretary further told the members that the Resource faculty for the said program will be invited from the NAAC core committee, Bangalore. After due deliberations, it was thus agreed to have a symposium on Revised Accreditation Framework of NAAC for Health Science Universities, on date 17/01/2020.



Attested CTC  
 Vice-Chancellor  
 Sumandeep Vidyapeeth  
 An Institution Deemed to be University  
 Vill. Piparia, Taluka: Waghodia,  
 Dist. Vadodra-391 760. (Gujarat)

24/06/2021

**Agenda No.3 - To discuss any other matter with the Permission of Chair.**

The meeting was concluded with vote of thanks by the Member secretary.

*UunAm/27/12/2019*  
Dr. Chandramani B More  
Member Secretary, IQAC

**Cc to:**

1. All the IQAC Members
  1. Mr. Nirmal Raj E V
  2. Dr.Nirmal Shah
  3. Dr. Pratik Kariya
  4. Dr. Sameer Chauhan
  5. Mr.Rahul Suthar
  6. Mr. Sunil Baile

2. All the Members who attended the meeting – sent through email

**Copy for information:**

1. Hon'ble Vice Chancellor,SVDU
2. Registrar, SVDU



**Attested CTC**

*Charan*  
24/06/2021

Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
VIII. Piparia, Taluka: Waghodia,  
Dist. Vadodra-391 760. (Gujarat)



# SUMANDEEP VIDYAPEETH

Declared as An Institution Deemed to be University U/S 3 of UGC Act 1956

Accredited - NAAC 'A' Grade

Conferred with UGC category I status

AT & POST: PIPARIA, TA. WAGHODIA, DIST. VADODARA-391 760, GUJARAT, INDIA

Director  
IQAC

Website : [www.sumandeepvidyapeethdu.edu.in](http://www.sumandeepvidyapeethdu.edu.in)

E-mail : [director.so@sumandeepvidyapeethdu.edu.in](mailto:director.so@sumandeepvidyapeethdu.edu.in) Ph:02668-245262 Ext:2832

## ACTION TAKEN REPORT OF INSTITUTIONAL IQAC MEETING HELD ON 27/12/2019

Item No	PARTICULARS	RESOLUTIONS	ACTION TAKEN REPORT
1	To Discuss about the Revised Manual for Health Science Universities	The member secretary explained that the NAAC has introduced a revised manual for Health Science Universities and described the process of NAAC for the second cycle of Accreditation	The program for sensitization program for teaching and non-teaching staff about the Revised Manual for Health Science Universities
2	To Organize Sensitization Program for the new SSR	The member secretary informed all the members that IQAC will organize a sensitization program for new SSR on 17/1/20	The sensitization program was organized on 17/1/2020 and Dr. Pratik Kariya was the organizing secretary for the program. The event was successfully conducted with active participation of all the teaching and non-teaching staff.



Attested CTC

*[Signature]*

Vice-Chancellor

Sumandeep Vidyapeeth

An Institution Deemed to be University

Vill. Piparia, Taluka: Waghodia.

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24/06/2021

*[Signature]*  
Director, IQAC

Sumandeep Vidyapeeth



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Director  
IQAC

Website : [www.sumandeepvidyapeethdu.edu.in](http://www.sumandeepvidyapeethdu.edu.in)

E-mail : [director\\_so@sumandeepvidyapeethdu.edu.in](mailto:director_so@sumandeepvidyapeethdu.edu.in) Ph: 02668-245262 Ext: 2832

Ref: IQAC/001/07/2020

Date: 04/07/2020

## COMMUNIQUE

A meeting of Institutional Internal Quality Assurance Cell (IQAC) is scheduled on 10<sup>th</sup> July, 2020 at 3:00 pm in Chanakya Hall, Administrative Block, SV to discuss on the below mentioned agenda. Please make it convenient to be present for the same on the said date and time.

Item No.	PARTICULARS
1.	<b>Agenda 1:</b> Presentation of details of reconstituted Institutional IQAC team and to welcome new members of the team.
2.	<b>Agenda 2:</b> To discuss on the details of progress of data compilation and status of SSR for submission to NAAC.
3.	<b>Agenda 3:</b> Any other items with permission of the Chair

Dr. Poonacha KS  
Director, IQAC

Sumandeep Vidyapeeth

### Copy to the members of Institutional IQAC:

- 1) Chairperson: Dr. Rajesh P. Bharaney, Vice Chancellor, SVDU.
  - 2) Few Senior administrative officers –
    1. Dr. G.V.Shah, Dean, SBKSMIRC
    2. Dr. Bhavna Dave, Dean, KMSDCH
    3. Dr. Avinash Seth, Principal, DOP
    4. Dr. Lata Parmar, Principal, COP
    5. Dr. Ravindra H.N., Principal, SNC
    6. Dr. Subhashish Chatterjee, Principal, DOM
  - 3) Three to Eight teachers -
    1. Mr. Nirmal Raj, Asso. Prof., SNC
    2. Dr. Nirmal Shah, Asso. Prof., DOP
    3. Dr. Kaplesh Satani, Asso. Prof., COP
    4. Dr. Sameer Chauhan, Sr. Lecturer, KMSDCH
    5. Dr. Nirav Nimavat, Asst. Prof., SBKSMIRC
    6. Mr. Swapnil Rahane, Asst. Prof., SNC
    7. Dr. Medha Wadhwa, Asst. Prof., DOM
- One member from Management: Dr. Dixit Shah

Attested CTC

Vice-Chancellor

Sumandeep Vidyapeeth

An Institution Deemed to be University

VIII. Piparia, Taluka: Waghodia.

Dist. Vadodara-391 760. (Gujarat)





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Director  
IQAC

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E-mail : [director.so@sumandeepvidyapeethdu.edu.in](mailto:director.so@sumandeepvidyapeethdu.edu.in) Ph: 02668-245262 Ext: 2832

5) One or two nominees from Local Society, Students and Alumni:

1. Mr. Ehsaan Ali - Student
2. Ms. Siji Varghese - Student
3. Ms. Vrunda Patel - Student
4. Mr. Aakash Sadhnani - Student
5. Dr. Maharshi Patel - Alumni
6. Dr. Ninad Bhatt - Alumni
7. Mrs. Vruti Patel - Alumni

6) One / two nominees from employer / industrialist / stakeholders-

1. Mr. Laheri Shah

7) Director of IQAC: Dr. Poonacha K.S.

**Invitee Member:**

1. Dr. Chandramani More, Registrar & Former IQAC Director



Attested CTC

*[Signature]*

Vice-Chancellor

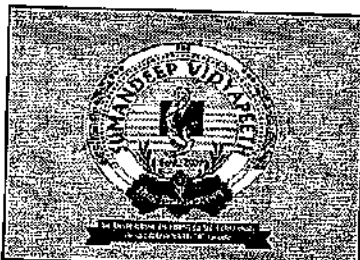
Sumandeep Vidyapeeth

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VIII. Piparia, Taluka: Waghodia.

Dist. Vadodara-391 760. (Gujarat)

24/06/2021



Director  
IQAC

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Ref: IQAC/002/07/2020

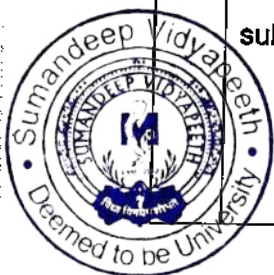
Date: 13/07/2020

## Minutes of the Meeting of Institutional Internal Quality Assurance Cell (IQAC) held on 10/07/2020

- The meeting of Institutional Internal Quality Assurance Cell (IQAC) took place on 10<sup>th</sup> July, 2020 at 3:00 pm in Chanakya Hall, Administrative Block, SV.
- The Meeting was Chaired by Vice Chancellor and Chairman, Institutional IQAC, SV.
- The members who remained absent with prior permission due to ongoing Covid-19 pandemic were: Dr. Dixit Shah, Mr. Laheri Shah, Mr. Ehsaan Ali, Ms. Siji Varghese, Ms. Vrunda Patel and Mr. Aakash Sadhnani.

All the agenda were discussed and resolved as follows:

Item No.	PARTICULARS	RESOLUTIONS
1.	<b>Agenda 1:</b> Presentation of details of reconstituted Institutional IQAC team and to welcome new members of the team.	The names of the members in newly constituted team were read out and following new members were welcomed: 1. Dr. Poonacha KS, Director IQAC 2. Dr. Kalpesh Satani, Member, IQAC 3. Dr. Medha Wadhwa, Member, IQAC 4. Mr. Swapnil Rahane, Member, IQAC 5. Dr. Nirav Nimavat, Member, IQAC All the new members were welcomed by the Chairman, Institutional IQAC.
2.	<b>Agenda 2:</b> To discuss on the details of progress of data compilation and status of SSR for submission to NAAC.	<ul style="list-style-type: none"><li>The difficulties being faced by the IQAC team to compile the SSR due to lockdowns, absence of students and many faculty members due to ongoing 'Covid-19 Pandemic' was discussed and it was resolved to follow the guidelines given by NAAC for submission of SSR from time to time.</li><li>The collected data will be put forward before the authorities for any further approvals.</li></ul>



Attested CTC  
Vice-Chancellor  
Sumandeep Vidyapeeth  
An Institution Deemed to be University  
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24/06/2021



# SUMANDEEP VIDYAPEETH

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Director  
IQAC

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E-mail : [director\\_so@sumandeepvidyapeethdu.edu.in](mailto:director_so@sumandeepvidyapeethdu.edu.in) Ph:02668-245262 Ext:2832

3.	Agenda 3: Any other items permission of the Chair	No other item was discussed
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The Meeting was concluded with Vote of Thanks by the Director, IQAC.

*[Signature]*  
Dr. Poonacha KS  
Director, IQAC

Sumandeep Vidyapeeth

## Attendees:

- 1) Dr. Rajesh P. Bharaney, Vice Chancellor, SVDU. *[Signature]*
- 2) Dr. Chandramani More, Registrar & Former IQAC Director *[Signature]*
- 3) Dr. G.V.Shah, Dean, SBKSMIRC
- 4) Dr. Bhavna Dave, Dean, KMSDCH *[Signature]*
- 5) Dr. Avinash Seth, Principal, DOP *[Signature]*
- 6) Dr. Lata Parmar, Principal, COP *[Signature]*
- 7) Dr. Ravindra H.N., Principal, SNC *[Signature]*
- 8) Dr. Subhashish Chatterjee, Principal, DOM *[Signature]*
- 9) Mr. Nirmal Raj, Asso. Prof., SNC *[Signature]*
- 10) Dr. Nirmal Shah, Asso. Prof., DOP
- 11) Dr. Kaplesh Satani, Asso. Prof., COP *[Signature]*
- 12) Dr. Sameer Chauhan, Sr. Lecturer, KMSDCH *[Signature]*
- 13) Dr. Nirav Nimavat, Asst. Prof., SBKSMIRC *[Signature]*
- 14) Mr. Swapnil Rahane, Asst. Prof., SNC *[Signature]*
- 15) Dr. Medha Wadhwa, Asst. Prof., DOM *[Signature]*
- 16) Dr. Maharshi Patel- Alumni
- 17) Dr. Ninad Bhatt - Alumni
- 18) Mrs. Vruti Patel - Alumni *[Signature]*



Attested CTC

*[Signature]*

Vice-Chancellor

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## ACTION TAKEN REPORT OF INSTITUTIONAL IQAC MEETING HELD ON 10/07/2020

Item No.	PARTICULARS	RESOLUTIONS	ACTION TAKEN REPORT
1.	<b>Agenda 1:</b> Presentation of details of reconstituted Institutional IQAC team and to welcome new members of the team.	The names of the members in newly constituted team were read out and following new members were welcomed: 1. Dr. Poonacha KS, Director IQAC 2. Dr. Kalpesh Satani, Member, IQAC 3. Dr. Medha Wadhwa, Member, IQAC 4. Mr. Swapnil Rahane, Member, IQAC 5. Dr. Nirav Nimavat, Member, IQAC All the new members were welcomed by the Chairman, Institutional IQAC.	All the newly inducted members of the IQAC team have been assigned specific duties by the Director, IQAC and are working accordingly towards enhancing the quality parameters of the Institution.
2.	<b>Agenda 2:</b> To discuss on the details of progress of data compilation and status of SSR for submission to NAAC.	The difficulties being faced by the IQAC team to compile the SSR due to lockdowns, absence of students and many faculty members due to ongoing 'Covid-19 Pandemic' was discussed and it was resolved to follow the guidelines given by NAAC for submission of SSR from time to time.	<ul style="list-style-type: none"> <li>A preliminary round of compiling both the qualitative and quantitative metrics is completed by the IQAC team and the work is under process to improvise the possible metrics which are affected due to ongoing 'Covid 19 Pandemic'.</li> <li>The follow up of Guidelines for submission of SSR in view of the ongoing 'Covid 19 Pandemic' is being regularly done by taking guidance from the notifications put up on the NAAC website from time to time.</li> </ul>
3.	<b>Agenda 3:</b> Any other items permission of the Chair	No other item was discussed <b>Attested CTC</b> <i>[Signature]</i> 24/06/2021 Vice-Chancellor Sumandeep Vidyapeeth	-----NA----- <i>[Signature]</i> Director, IQAC Sumandeep Vidyapeeth



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Ref: IQAC/003/07/2020

Date: 21/07/2020

## COMMUNIQUE

A virtual online meeting of Institutional Internal Quality Assurance Cell (IQAC) is scheduled on 24<sup>th</sup> July, 2020 at 2:30 pm to discuss on the below mentioned agenda. Please make it convenient to be present for the same on the said date and time.

The link/url that has to be used for joining the meeting is: [meet.google.com/znf-yzef-urg](https://meet.google.com/znf-yzef-urg)

Item No.	PARTICULARS
1.	<b>Agenda 1:</b> To discuss on Action Taken report of IQAC meeting held on 10/07/2020.
2.	<b>Agenda 2:</b> To present the details of SSR compilation till date.
3.	<b>Agenda 3:</b> To discuss on the details of notification put up by NAAC on its website pertaining to submission of SSR considering Covid-19 Pandemic.
4.	<b>Agenda 4:</b> Any other items with permission of the Chair

Sd/-  
Dr. Poonacha KS  
Director, IQAC  
Sumandeep Vidyapeeth

### Copy to the members of Institutional IQAC:

- 1) Chairperson: Dr. Rajesh P. Bharaney, Vice Chancellor, SVDU.
- 2) Few Senior administrative officers –
  1. Dr. G.V.Shah, Dean, SBKSMIRC
  2. Dr. Bhavna Dave, Dean, KMSDCH
  3. Dr. Avinash Seth, Principal, DOP
  4. Dr. Lata Parmar, Principal, COP
  5. Dr. Ravindra H.N., Principal, SNC
  6. Dr. Subhashish Chatterjee, Principal, DOM
- 3) Three to Eight teachers -
  1. Mr. Nirmal Raj, Asso. Prof., SNC
  2. Dr. Nirmal Shah, Asso. Prof., DOP
  3. Dr. Kaplesh Satani, Asso. Prof., COP
  4. Dr. Sameer Chauhan, Sr. Lecturer, KMSDCH
  5. Dr. Nirav Nimavat, Asst. Prof., SBKSMIRC
  6. Mr. Swapnil Rahane, Asst. Prof., SNC
  7. Dr. Medha Wadhwa, Asst. Prof., DOM
- 4) One member from Management: Dr. Dixit Shah



Attested CTC

Vice-Chancellor  
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5) One or two nominees from Local Society, Students and Alumni:

1. Mr. Ehsaan Ali - Student
2. Ms. Siji Varghese - Student
3. Ms. Vrunda Patel - Student
4. Mr. Aakash Sadhnani - Student
5. Dr. Maharshi Patel - Alumni
6. Dr. Ninad Bhatt - Alumni
7. Mrs. Vruti Patel - Alumni

6) One / two nominees from employer / industrialist / stakeholders-

1. Mr. Laheri Shah

7) Director of IQAC: Dr. Poonacha K.S.

## Invitee Member

- 1) Dr. Chandramani More, Registrar



Attested CTC

*[Signature]*

Vice-Chancellor

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Ref: IQAC/009/07/2020

Date: 25/07/2020

## Minutes of the Meeting of Institutional Internal Quality Assurance Cell (IQAC) held on 24/07/2020

- An online meeting of Institutional Internal Quality Assurance Cell (IQAC) was held on 24<sup>th</sup> July, 2020 at 2:30 pm.
- The Meeting was Chaired by Vice Chancellor and Chairman, Institutional IQAC, SV.

### All the agenda were discussed and resolved as follows:

Item No.	PARTICULARS	RESOLUTIONS
1.	<b>Agenda 1:</b> To discuss on Action Taken report of IQAC meeting held on 10/07/2020.	The Action Taken Report of the IQAC meeting held on 10/07/2020 was read and confirmed.
2.	<b>Agenda 2:</b> To present the details of SSR compilation till date.	The details of the SSR compiled till date was presented and it was resolved to improve on the metrics for the current academic year wherever possible.
3.	<b>Agenda 3:</b> To discuss on the details of notification put up by NAAC on its website pertaining to submission of SSR considering Covid-19 Pandemic.	The details of the notification given by NAAC for submission of SSR as put up on the NAAC website was discussed and it was resolved to follow the directives from the Institutional authorities pertaining to the extension of current academic year.
4.	<b>Agenda 4:</b> Any other items with permission of the Chair	No other item was discussed.

The Meeting was concluded with Vote of Thanks by the Director, IQAC.



Attested CTC

*[Signature]*  
24/06/2021

Vice-Chancellor

Sumandeep Vidyapeeth

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Dist. Vadodara-391 760. (Gujarat)

*[Signature]*  
Dr. Poonacha KS  
Director, IQAC

Sumandeep Vidyapeeth



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## Attendees:

- 1) Dr. Rajesh P. Bharaney, Vice Chancellor, SVDU.
- 2) Dr. Chandramani More, Registrar & Former IQAC Director
- 3) Dr. G.V.Shah, Dean, SBKSMIRC
- 4) Dr. Bhavna Dave, Dean, KMSDCH
- 5) Dr. Avinash Seth, Principal, DOP
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- 8) Mr. Nirmal Raj, Asso. Prof., SNC
- 9) Dr. Nirmal Shah, Asso. Prof., DOP
- 10) Dr. Kaplesh Satani, Asso. Prof., COP
- 11) Dr. Sameer Chauhan, Sr. Lecturer, KMSDCH
- 12) Dr. Nirav Nimavat, Asst. Prof., SBKSMIRC
- 13) Mr. Swapnil Rahane, Asst. Prof., SNC
- 14) Dr. Medha Wadhwa, Asst. Prof., DOM
- 15) Dr. Ninad Bhatt – Alumni



Attested CTC

*R. Bharaney*

Vice-Chancellor

Sumandeep Vidyapeeth

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24/06/2021