



Dr Sagar Mal Juniwal's  
**APEX UNIVERSITY**  
JAIPUR-303002, RAJASTHAN, INDIA

Recognized by UGC U/S 2(f) of the UGC Act, 1956  
Established by The Rajasthan State Legislature Act No. 27 of 2018



Date: 21<sup>st</sup> Nov, 2021

### Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

A meeting (2<sup>nd</sup> meeting) of Internal Quality Assurance Cell of the University was held on 21<sup>st</sup> November 2021, at 2.00 pm to discuss the progress of the University under the aegis of Internal Quality Assurance Cell (IQAC).

Following members were present in the meeting:

1	<b>Chairperson: Head of the Institution</b>	
	Prof.(Dr.) O.P Chhangani , ( Hon'ble President )	
2	<b>Teachers to represent all levels</b>	
	Prof. (Dr.) Kiran Maheshwari	Member
	Prof. (Dr.) C.P Gupta	Member
	Prof (Dr.) Neetu Khandelwal	Member
	Prof. (Dr.) K.D Gupta	Member
	Prof. (Dr). Bharti Vijay	Member
	Mr. Mukesh Sharma	Member
	Mr. Kailash Chand Saini	Member
3	<b>One member from the Management</b>	
	Mr. Vedanshu Juniwal	Member
4	<b>Few senior administrative officers</b>	
	Mr.K.C Sharma (Director, Administration)	Member
	Mr.Rajendra Sharma ( Deputy Registrar )	Member
	Dr.Sohan Singh Dagur ( Deputy Registrar – Revenue)	Member
5	<b>One nominee each from local society, Students and Alumni</b>	
	Mr. Aashish Jain (Local Society Member)	Member
	Mr Prem Kumar Gilania (Student )	Member
	Mr Ravinder (Alumni)	Member
6	<b>One nominee each from Employers /Industrialists / stakeholders</b>	
	Mr. Prahlad Mathur - Employers	Member
	Ms. Aakansha Srimal – Industrialist	Member
	Mr. Bacchu Singh – Stakeholders	Member
7	<b>One of the senior teachers as the coordinator / Director of the IQAC</b>	
	Dr. Pankaj Sharma (Dean, Faculty of Health & Allied Sciences)	Director, IQAC





Dr Sagar Mal Juniwal's  
**APEX UNIVERSITY**  
JAIPUR-303002, RAJASTHAN, INDIA

Recognized by UGC U/S 2(f) of the UGC Act, 1956  
Established by The Rajasthan State Legislature Act No. 77 of 2018



The meeting started on a welcome note by IQAC Director, Dr Pankaj Sharma, followed by his presentation on objectives which include basic purposes, activities, and function of IQAC. The IQAC Director proposed to conduct the IQAC meeting every quarter in an academic year. The Chairperson Dr O.P Chhangani requested all the members for open house discussion on academic excellence.

AU/IQAC/02/01: Presentation of the action taken on the resolutions passed by the 1<sup>st</sup> IQAC meeting for the perusal of the members.

Resolution: Noted and approved.

AU/IQAC/02/02: Discussion on administrative parameters for various facilities to student. Members discussed about all administrative process and policies with specific parameters in regards to student, academic fee status data, id card & library card, prospectus related concerns. Further it was resolved that action plan to maintain administrative parameters for various facilities will be organised.

Resolution: Noted and approved.

AU/IQAC/02/03: Discussion on dissemination of information on various quality parameters of HEI as and when received from UGC & Higher Education for better implementation of education policy.

Members discussed to decide that action plan for dissemination of information on various quality parameters in order to provide timely facilities.

Resolution: Noted and approved.

AU/IQAC/02/04: Discussion on preparation of quality parameters on Internal Quality Assurance Cell namely, database preparation, filling and documentation of records, and following of UGC rules while preparing syllabus and exam schedule.

Members discussed and unanimously decided that action plan will be prepared on the preparation of quality parameters regarding IQAC.

Resolution: Noted and approved.

AU/IQAC/02/05: Discussion on modernisation of classroom and research laboratories with digital, multimedia, and web-based teaching-learning facilities.







Dr Sagar Mal Juniwal's  
**APEX UNIVERSITY**  
JAIPUR-303002, RAJASTHAN, INDIA

Recognized by UGC U/S 2(f) of the UGC Act, 1956  
Established by The Rajasthan State Legislature Act No. 27 of 2018



Members discussed to decide that record will have to be maintained for all the laboratory instruments and equipment Also it was decided that all classroom facility has to be maintained properly. Also, it was decided that one in charge for individual such facility will be appointed to handle related complaints and solve the issues to maintain healthy environment.

Resolution : Noted and approved.

AU/IQAC/02/06: Discussion on the topic to develop the practice for better internal communication through activities, such like training programs to develop communication skills, organising FDPs.

Members discussed to decide unanimously that such activities as mentioned in the agenda should be promoted and encouraged for better and healthy internal communication within staff members and also to increase the quality of professionalism in routine activity.

Resolution : Noted and approved.

AU/IQAC/02/07: Any other agenda to be discussed by the permission of the Chair.

As there was no other agenda to be discussed the meeting ended with a vote of thanks to the Chair.

Copy to:

- 1) P.A to Hon'ble Chairperson
- 2) P.A to Hon'ble President
- 3) All Dean / HODs
- 4) All Committee Members
- 5) Guard File

(Dr. Pankaj Sharma)

