Sangam University, Bhilwara

Internal Quality Assurance Cell

30-04-2026

Minutes of Meeting
IQAC Working Committee Meeting

Date: 29 April 2026
Time: 4:00 PM
Venue: Conference Hall
Chair: Pro President & Registrar

Members Present:

All IQAC Working Committee members (as per attendance)

Agenda:

1. Deliberation on gaps identified during Academic Audit
2. Strengthening of documentation process
3. Discussion on Standard Operating Procedures (SOPs) and related documentation
4. Data management within stipulated time frame

Proceedings:

- The meeting commenced under the chairmanship of the Pro President and Registrar.
- Prof. Preeti Mehta presented the Academic Audit Report along with a proposed action plan to address and fulfill the identified gaps.
- It was discussed that to ensure uniformity in documentation, the IQAC will provide:
    - Standardized formats
    - List of required documents to all departments and committee members.
- The committee resolved to work step-by-step on the identified gaps within the stipulated timeline to ensure effective compliance.
- All departments and committee members were instructed to:
    - Complete required documentation systematically
    - Maintain both soft copies (Google Drive) and hard copies (files)

- It was further decided that:
    - The Google Drive folder links will be regularly updated in the shared Academic Audit Action Plan spreadsheet for monitoring and transparency.
- To ensure timely completion, it was resolved that:
    - Working committee members will work in a centralized manner on a daily basis for 2 hours
    - Each member will complete documentation/data related to their respective school during this time
- The Pro President and Registrar emphasized the importance of timely and accurate documentation in view of quality assurance and accreditation requirements.

Conclusion:

The meeting concluded with a clear action plan and commitment from all members to ensure timely completion of documentation and compliance with IQAC requirements.

The meeting concluded with a vote of thanks to the Chair.



Prof. (Dr.) Preeti Mehta

Director IQAC

Attendance

Sangam University, Bhilwara

Internal Quality Assurance Cell

IQAC Committee Meeting

Date: 29-04-2026

Conference Hall

(1) Vice President : Prof. Manas Ranjan Panigrahi
(2) Registrar : Dr. Alok Kumar
(3) Director IQAC : Prof. Preeti Mehta
(4) Dy Director IQAC : Dr. Deepak Kumar Kabra

S.No.	School/ Department	Name of faculty	Signature
1	SOMS	Dr. Surbhi Birla	
2		Dr. Aakanksha Maru	
3	SOET	Mr. Abhishek Vyas	—
4		Mr. Kalpit Jain	
5		Dr. Priyanka Pandey	
6		Dr. Atul Gandhi	
7	Computer Science & Engineering	Dr. Pallavi Krishna Purohit	
8		Dr. Vikas Joshi	—
9		Ms. Sweety Singhal	Online
10	SOAH [BA, MA]	Dr. Jorawar Singh Ranawat	

11		Dr. Poonam Chouhan	Online
12	Library Science	Dr. Anil Kumar Sharma	Akshra
13	**SOAST**	Dr. Amit Kumar Chaudhary	
14		Dr. Sachin	
15		Mr. Yash Naryan Sharma	—
16	**SOBAS**	Prof. Seema Kabra	—
17		Dr. Pankaj Sen	
	SOAHS		
18	**Pharmacy**	Mrs. Rajwinder Kaur	
19		Mr. Ghanshyam Teli	
20	**Physiotherapy**	Mrs Kanika Chowdhary	
21	**Nursing**	Dr. Sunil Menariya	—
22		Mr. Girish Rao	—
23	**SOLS**	Dr.Sunakshi Sharma	Online
24		Ms. Vartika Mishra	Online
25	**SOVS**	Ms. Rachna Mehta	-
26		Dr. Aditi Tulchhiya	

Meeting Photos


GPS Map Camera
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