

Ref. No.: ITSCHWS/AQAC/2025/03

Date: 06th June , 2025

CIRCULAR FOR THE 1ST AQAC MEETING (2025)

CIRCULAR

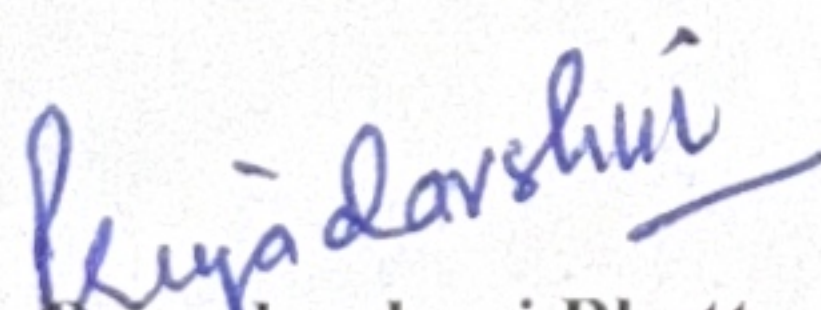
Subject: First Academic Quality Assurance Cell (AQAC) Meeting of 2025

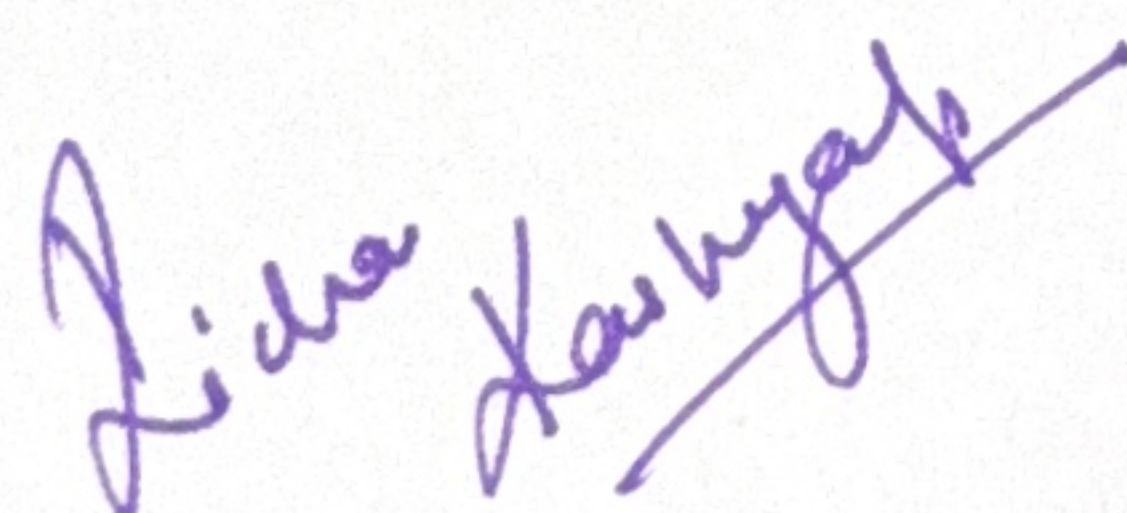
All members of the Academic Quality Assurance Cell (AQAC) are hereby informed that the 1st AQAC meeting for the Academic Session 2025–26 is scheduled to be held under the chairpersonship of the Principal on **12th June 2025 (Thursday) at 11:30 AM** in the Institutional Board Room (1st Floor). (Note: Scheduled prior to the 3rd IQAC meeting on 20th June 2025 to finalize academic, research, and clinical rotation framework inputs).

Agenda Points for Discussion:

1. **AQAC-01/01:** Strategies to boost faculty research publications in Scopus and UGC-CARE indexed journals.
2. **AQAC-01/02:** Planning learning objectives, academic outcomes, and rosters for BPT educational visits.
3. **AQAC-01/03:** Clinical posting structures and academic rotation frameworks for external hospital MoUs.
4. **AQAC-01/04:** Academic documentation of community learning through Free Physiotherapy Camps.
5. **AQAC-01/05:** Any other academic item with the permission of the Chair.

All committee members are requested to attend the meeting punctually.


Dr. Priyadarshani Bhatt
Coordinator, AQAC


Prof. (Dr.) Richa Kashyap
Principal & Chairperson, AQAC
ITSCHWS

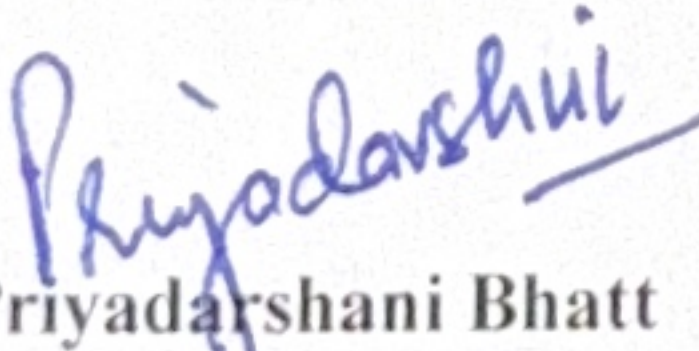
Ref No: ITSCHWS/AQAC/2025/04

Date: 12 June , 2025

ACTION TAKEN REPORT (ATR)

(On Decisions Taken in the AQAC Meeting Held on June 12, 2025)

Agenda Ref.	Resolution / Focus Area	Action Taken & Current Status	Responsible Officer	Target Timeline
AQAC-01/01	Scopus Publications	Peer-review faculty team constituted; curated list of Scopus/UGC-CARE indexed journals distributed to teaching staff.	Dr. Nida	June 16, 2025
AQAC-01/02	Educational Visits	Drafted site-visit learning objectives and correspondence letters for national rehabilitation centers.	Dr. Bhaswati	June 18, 2025
AQAC-01/03	Clinical MoUs	Formatted BPT internship and observational posting schedules for inclusion in hospital MoUs.	Dr. Nishant / Principal	June 18, 2025
AQAC-01/04	Outreach Camps	Standardized patient log-cards and student clinical evaluation sheets finalized for rural camps.	Dr. Priyadarshani	June 17, 2025


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Coordinator, AQAC


Prof. (Dr.) Richa Kashyap
Principal & Chairperson, AQAC
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Ref No: ITSCHWS/AQAC/2025/05

Date: 25 July, 2025

MINUTES OF THE FIRST AQAC MEETING (2025)

Date: June 12, 2025

Time: 11:30 AM – 01:00 PM

Venue: Institutional Board Room, 1st Floor

Chairperson: Dr. Richa Kashyap (Principal & AQAC Chairperson)

Members Present:

- Dr. Richa Kashyap – Chairperson
- Dr. Gunjan Dewan – AQAC Academic Coordinator
- Dr. Priyadarshani – Member
- Dr. Bhaswati – Senior Faculty Member
- Dr. Nida – Senior Faculty Member
- Dr. Nishant – Senior Faculty Member / Clinical Coordinator

Discussions & Resolutions:

• AQAC-01/01: Academic Research & Scopus Publications

The cell reviewed academic research output and discussed mechanisms to assist faculty in submitting drafts to indexed journals.

Resolution: Resolved that a faculty peer-review support group be formed to streamline research drafts and target Scopus/UGC-CARE journals.

• AQAC-01/02: Curricular Planning for Educational Visits

Proposals for student site visits to premier national rehabilitation institutes were presented.

Resolution: Approved travel rosters and mapped specific learning outcome templates, attendance logs, and student feedback reports for all planned educational tours.

• AQAC-01/03: Clinical Rotations & Hospital MoUs

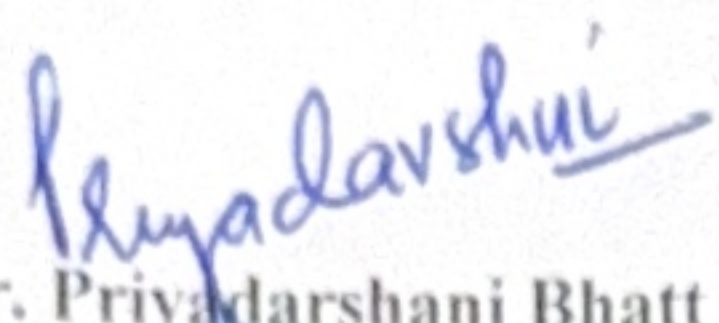
The academic framework for clinical exposure across orthopedic, neurological, and cardiopulmonary units was reviewed.

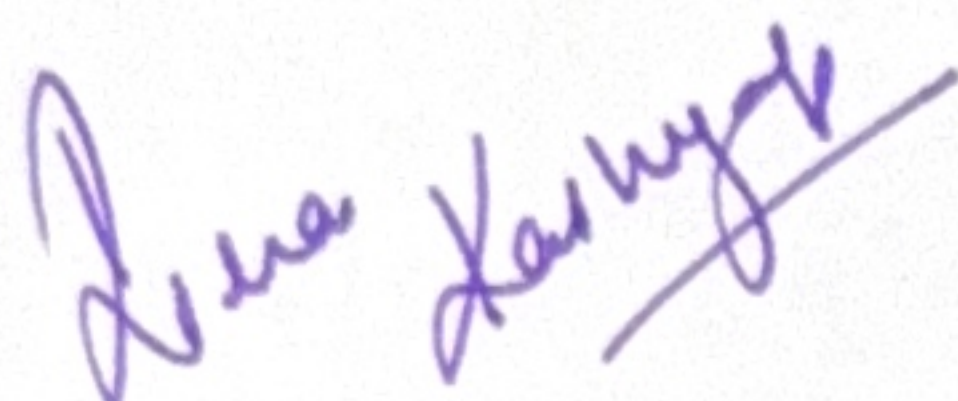
Resolution: Formulated structured rotation schedules to be integrated into upcoming MoUs with regional multispecialty and government hospitals.

• AQAC-01/04: Community Health Learning Documentation

The integration of community outreach camps with student clinical diagnostic training was deliberated.

Resolution: Approved standardized camp log-sheets to track patient demographics, treatment modalities, and student postings.


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