

2016-17

IQAC Meeting : 1st

Date: 17/06/2016

Friday

Venue : Multimedia Hall

Time : 09.00 am

Agenda:

1. Confirmation of minutes of previous meeting.
2. Discussion about the AQAR for 2015-16.
3. To Discuss on new education policy by MHRD.
4. To make action plan for year 2016-17.
5. To introduce new certificate course.
6. To develop model for rain water harvesting system
7. Discussion on RFID based automation solution for library management system.
8. Any other matter with Permission of chairperson.

Minutes

Minutes of the IQAC meeting held on 17/06/16 at 9.00 a.m. at college multimedia hall. The following members were present.

No.	Member Present
1.	Dr. K.N.Chavda (Chairperson)
2.	Dr. S. A. Desai (Coordinator)
3.	Dr. R.N.Sadri (secretary)
4.	Mr. B.D. Patel (Member)
5.	Mr. B.N. Patel (Member)
6.	Mr. K.G. Patel (Member)
7.	Mr.K.S.Sutaria (Member)
8.	Dr. P. B. Patel (Member)

9.	Dr. Gaurang Rami (External Expert)
10.	Dr. Yogesh Vasiya(External Expert)
11.	Mr. Ashwin R. Patel (Management Represntative)
12.	Mr. Ramesh K. Gamit (Head clerk)
13.	Ku. Shivali H. Soni (T. Y. B. Com. Div-3)
14.	Ku. Haedi P. Shah (T. Y. B. Com. Div-3)
15.	Prin. Yogesh L. Bhatt

The meeting was chaired by Principal Dr. K. N. Chavda, Chairperson of College IQAC.

Dr. S. A. Desai, College IQAC Coordinator, welcomed all the members for the meeting of College IQAC.

Item No. 1: To confirm minutes of IQAC meeting held on 15/04/16.

The minutes of the Meeting held on Friday, 15th April, 2016 approved by the Chairman and circulated to the other members. Since there were no comments received from any of the members, the proceedings were confirmed as correctly recorded and the following resolution was passed: “RESOLVED THAT the minutes of the meeting of the IQAC members of the college held on Friday, 15th April, 2016 be and is hereby confirmed as true record of the proceedings as no comments have been received from any members”.

Item: 2 Discussion about AQAR for 2015-16.

Recently prepared AQAR for the year 2015-16.was presented before members by Dr. S. A. Desai Various recommendations were received on the same.

Item: 3 To Discuss on new education policy by MHRD

All the members discussed about the Academic Performance Indicators which are been introduced by MHRD. They all discussed about the criterias and the activities covered under it.

Item: 4 To make action plan for year 2016-17

The coordinator placed before the members a copy of the plan of action for academic year 2016-2017 with particulars of following items:

1. Curricular aspects- To increase the programmed options available to students in terms of Certificate course.

- 2. Teaching, learning and evaluation- Admission.**
- 3. Research consultancy and extension –Organised international, national seminar.**
- 4. Infrastructure and learning outcomes.**
- 5. Skill oriented program- Students centric activities.**
- 6. Student mentoring program.**
- 7. Governance, leadership and management.**
- 8. To involve Alumni.**
- 9. Community extension program.**
- 10. Efforts towards achieving India Rankings 2017.**

All the members agreed upon the same.

Item: 5 To introduce new certificate courses:

Dr. Jagdish Gajjar proposed to introduce new certificate courses to prepare students to get corporate ready. He suggested that these courses will help them to improve their skills, qualities and knowledge in the current cut throat markets.

The same was approved and adopted unanimously.

Item: 6 to develop model for rain harvesting system:

Mr. Kanu S. Sutariya proposed to develop model for rain harvesting system in India. Further he added that introducing this model will help to reduce the consumption of groundwater, many people around the world are using rainwater harvesting systems. This practice has been around for thousands of years and has been growing at a rapid pace. Till today, rainwater is used as a primarily source of drinking water in several rural areas. The best thing about rainwater is that it is free from pollutants as well as salts, minerals, and other natural and man-made contaminants.

This proposal was approved and adopted unanimously.

Item: 7 Discuss on RFID based automation solution for library management system:

As number of students of the college visits the library every day, DR .B .N. Dhimmar proposed to to apply RFID based automation solution for library management system. He further added that RFID (Radio Frequency Identification) is the latest technology to be used in library theft

detection, circulation systems. RFID-based systems move beyond security to become tracking systems that combine security with more efficient tracking of materials throughout the library.

This proposal was approved and adopted unanimously.

Item: 8 Any other matter with permission of chairperson.

With no other matter was pending, the meeting ended with a vote of thanks to the chair.

IQAC Meeting : 2nd

Date: 25/02/2017

Saturday

Venue : Multimedia Hall

Time : 10.00 am

Agenda:

1. Confirmation of minutes of previous meeting.
2. Discussion of quality measures to be adopted during the year.
3. Discussion on proposal for RFID based Automation Solution for Library Management System.
4. To make action plan for year 2017-18.
5. Any other matter with Permission of chairperson.

Minutes

Minutes of the IQAC meeting held on 25/02/17 at 10.00a.m. at college multimedia hall.
The following members were present.

No.	Member Present
1.	Dr. K.N.Chavda (Chairperson)
2.	Dr. S. A. Desai (Coordinator)
3.	Mr. B.D. Patel (Member)
4.	Mr. B.N. Patel (Member)
5.	Mr. K.G. Patel (Member)
6.	Mr.K.S.Sutaria (Member)
7.	Dr. P. B. Patel (Member)
8.	Mr. Ashwin R. Patel (Management Representative)
9.	Mr. Ramesh K. Gamit (Head clerk)

The meeting was chaired by Principal Dr. K. N. Chavda, Chairperson of College IQAC.

Dr. S. A. Desai, College IQAC Coordinator, welcomed all the members for the meeting of College IQAC.

Item No. 1: To confirm minutes of IQAC meeting held on 17/06/2016.

The minutes of the Meeting held on Friday, 17th June, 2016 approved by the Chairman and circulated to the other members. Since there were no comments received from any of the members, the proceedings were confirmed as correctly recorded and the following resolution was passed: “RESOLVED THAT the minutes of the meeting of the IQAC members of the college held on Friday, 17th June, 2016 be and is hereby confirmed as true record of the proceedings as no comments have been received from any members”.

Item: 2 Discussion on quality measures to be adopted during the year:

The outcome achieved by the end of the year 2016- 17 against the plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement were discussed and noted:

Plan of Action	Achievements
1. Curricular aspects- To increase the programme options available to students in terms of Certificate course.	-Yearly academic plan prepared and implemented. -Introduce Online and offline parent Feedback -Introduce three Certificate courses offered through college : 1. Campus To Corporate for pre placement training. 2. Job oriented ‘Tally’ course for all second year students 3. Fashion Designing course for skill development
2. Teaching, learning and evaluation- Admission	1. Online Admission procedures. Admission procedures are well advertised through prospects, website, notice boards, counselling during admission etc. 2. College developed own online admission system for Arts faculty 3.All the seats in Aided/ self finance classes for first year B.Com and PG (MA &

	<p>MCOM) were filled up in centralised admission process through VNSGU.</p> <p>4. IIT Bombay Spoken tutorial ‘ LibreOffice Suite Base’ for all students</p>
<p>3. Research consultancy and extension – Organised international, national seminar</p>	<p>1.Organised one day National seminar on ‘Role of Statistics in Research’ jointly organized with department of statistics, VNSGU, Surat on 5th March,2017.</p> <p>2.Organised one day seminar in ‘Demonetization of Currency of India’ jointly organized with ISAC 11th February,2017.</p> <p>3.Asian Social Sciences and Humanities Association(ASHA’s) 1st International Conference in collaboration with J. Z. Shah Arts & H. P .Desai Commerce College, Amroli on ‘Role of Multidisciplinary Innovation for Sustainability and Growth Policy’ at Jim Corbett National Park, Uttaranchal from 16th to 18th May ,2017.</p> <p>4. MOU with Smart Anonymous & Jewellery Designing Institute-Surat for skill development of teachers and students.</p> <p>5. MOU with C. P. Patel and F. H. Shah Commerce College, Anand for academic development of teachers and students.</p>
<p>4. Infrastructure and learning outcomes</p>	<p>1. Constructed three activity rooms.</p> <p>2. Inaugurated Digital lab for e-governance.</p> <p>3. Renovated one classroom.</p> <p>4. Excess to computerised library catalogue through OPAC system.</p>
<p>5. Skill oriented program- Students centric activities</p>	<p>1. Sessions for Enhancing the Ability through Learning (SEAL) Personality development lectures (PD) as part of the regular time table</p> <p>2. Seminar on Career in Financial sectors for students</p>

	<p>3. Seminar on Meditation for students</p> <p>4. Seminar on Research Methodology for PG Students .</p> <p>5. Orientation program on Vipassana meditation .</p> <p>6. Seminar on cashless and Digital India.</p> <ul style="list-style-type: none"> - Arranged Inter college and Inter class competition under ‘Saptdhara’ activities Gov. of Gujarat initiative. - NSS. - NCC. - PRAGYAN, an institutional social responsibility. - Career Guidance programme. - Gender sensitisation programme. - Yoga and meditation for students. - Environmental awareness programme. - Health awareness programme. - College fest INNOVISION-2017 organised by students union. - Campaign for driving License, Election Voting Card, Pan Card, Adhar Card, Passport for students.
6. Student mentoring program	<p>1. Arranged motivational program.</p> <p>2. Organized seminar on research methodology for PG students to create interest in research.</p> <p>3. Arranged career guidance , value based and job oriented seminar in various field.</p>
7. Governance, leadership and management	1.Maintenance of transparency in admission
8. Environmental awareness	1.Developed Rain water harvesting system.

9. To involve Alumni	1. Motivational programme organised by Alumni Association. 2. Alumni association joins hands with with current students and prepared decorative clay diyas for Diwali for charity of visually disable students. 3. Alumni served their services as judge in different inter college competition organized in college.
10. Community extension program.	Pragyan - Additional remedial teaching to students of Amroli Prathmik Shala.
11. Efforts towards achieving India Rankings 2017	College placed in College Rank band :151-200 by NIRF, MHRD.

All the members agreed upon the same and it was approved and adopted unanimously.

Item: 3 Discussion on proposal for RFID based automation solution for library management system:

As Dr. B. N. Dhimmarr has already proposed to apply RFID based automation solution for library management system. But still it is not implemented, the further discussion took place in this meeting for the same.

Item: 4 Plans of institution for 2017-18:

1. Focus on “Student Centric ” activities to enhance their skills.
2. Indentify more “Best Practices” and institutionalize them.
3. Feedback to be taken on all aspects from various stakeholders.
4. More Certificate course to be introduced.
5. Develop Solar Energy plant.

Item: 5 Any other matter with permission of chairperson.

With no other matter was pending, the meeting ended with a vote of thanks to the chair.

