

# **IQAC Minuets 2019-20**

**(1)**

Date: 14-08-2019

The first IQAC meeting of the academic year 2019-20 is scheduled to be held on 19-08-2019 Monday at 12:00 in the Principal's office to discuss the following issues. Members are requested to attend the meeting.

## **Agenda:**

- 1) To confirm the previous meeting held in the academic year 2018-19.
- 2) Planning for the Academic year 2019-20.
- 3) To discuss the new formats of Accreditation cycle-3.
- 4) Any others issue with permission of the chair.

## **Minutes:**

- 1) Minutes of the last meeting held on 19-02-2019 presented by coordinator Prof. R. B. Patel was approved by the committee.
- 2) IQAC chairperson Dr. I. M. Patel proposed and instructed the committee to carry out teaching, learning and extra-curricular activities in tune with the academic calendar throughout the year.
- 3) Coordinator R.B. Patel gave information about the new formats of Accreditation Format cycle-3. Chairperson instructed the coordinator to do the details study of new accreditation process and provide information to all the staff members.
- 4) Principal and Chairperson Dr. I. M. Patel Congratulated NSS program officers and NCC officers for conducting various activities regarding "Swachhata Mission" – swachhata rally, pledge and drawing competitions.
- 5) Chairperson specially congratulated NCC cadet JUO Patel Diya Rakeshbhai who participated in the Prime-Minister Rally at New Delhi.

6) Present staff members and ex-student representative – alumnus Dr. Daxaben Chauhan proposed to give support to conduct curricular and extra-curricular activities.

**Members Present in the meeting:**

<b>No.</b>	<b>Name</b>	<b>Position held</b>	<b>sign</b>
1	Principal Dr. I. M. Patel	Chairperson	
2	Prof. R. B. Patel	Co-ordinator Member	
3	Prof. D. S. Contractor	Member	
4	Prof. N. K. Rathod	Member	
5	Dr. S. I. Thakor	Member	
6	Dr. R. P. Patel	Member	
7	Shri Balvantbhai R. Patel	Member (Mngt. Rep.)	
8	Shri Yogendrasinh N. Adajania	Member Admin Staff	
9	Manav Tailor	Member Student Rep.	
10	Dr. Daxaben M. Chauhan	Member Alumini Rep.	

**It was unanimously resolved that:**

- Academic and extra curricular activities of the Institution be carried out in tune with the academic calendar of Veer Narmad South Gujarat university and the College calendar be planned by IQAC in accordance with it.
- Committee heads will organize and monitor students participation in academic and extra-curricular activities and maintain the records of the same.

- Committee will held a meeting with the staff to give criterion wise detail information about the new accreditation format of NAAC. The committee resolved to prepare to go for 3<sup>rd</sup> cycle of NAAC evaluation.
- The mentors nominated for the various classes would continue for the ensuing year as well and the same would be intimated to the concern teachers.

# IQAC Minuets 2019-20

## (2)

Date: 12/12/2019

### Notice:

IQAC Meeting no. 2 of the academic year 2019-20 will be held in the Principal Office on 19-12-2019, Thursday at 11:30 a.m. to discuss the following issued. Members are requested to attend the meeting.

### Agenda:

- 1) To confirm the minutes of the previous meeting held on 19<sup>th</sup> of August-2019.
- 2) IQAC coordinator's report on the various activities.
- 3) To discuss about the day and the date of the prize distribution ceremony.
- 4) Publication of College Magazine 'Patheya'.
- 5) Tablet distribution
- 6) Any other issue with the permission of the chair.

### Minutes:

- 1) Members shown in the list were present.

### Members Present in the meeting:

No.	Name	Position held	sign
1	Principal Dr. I. M. Patel	Chairperson Co-ordinator	
2	Prof. R. B. Patel	Member	
3	Prof. D. S. Contractor	Member	
4	Prof. N. K. Rathod	Member	
5	Dr. S. I. Thakor	Member	
6	Dr. R. P. Patel	Member Member	
7	Shri Balvantbhai R. Patel	(Mngt. Rep.) Member	
8	Shri Yogendrasinh N. Adajania	Admin Staff Member	
9	Manav Tailor	Student Rep. Member	
10	Dr. Daxaben M. Chauhan	Alumini Rep.	

- **Student representative was absent in the meeting.**
  
- After discussion, IQAC members made the following resolutions:
  - ✚ The minutes of the last IQAC meeting held on 19-08-2019 was presented by the coordinator Prof. R. B. Patel which was approved by the members.
  - ✚ IQAC Chairperson Prin. Dr. I. M. Patel congratulated NCC Officer Lt. Rita Patel for successfully leading & representing the Gujarat Directorate with 68 NCC cadets selected from all over Gujarat at Agartala, Tripura in Annual training camp and winning the second position in overall camp activities.
  - ✚ Chairperson also congratulated NCC Officers & NSS Program Officers for conducting 'Cleanliness Drive' in the Government civil Hospital campus with 58 boys and girls cadets and NSS volunteers. College also received the Chief Minister's appreciation award for this activity. Member of Parliament Smt. Darshana Jardos also appreciated students' activity arriving at the site.
  - ✚ Chairperson Congratulated Prof. D. S. Contactor for successfully organizing 'Sahakar Talim Varg' cooperative training of one week for the last year BA / B.Com girls.
  - ✚ Dr. S. I. Thakor Convener of the 'Magazine Committee' proposed to publish the college magazine in the next academic year. It was resolved to submit necessary data and creative writing of the staff and the students be submitted to him.
  - ✚ Principal Dr. I. M. Patel congratulated NSS programme officer for successfully organizing annual camp at Rajnagar village with 154 Volunteers and conducting various activities with the Primary School children and village people.
  - ✚ College management president and Representative Shri Balvantbhai proposed to organize Prize Distribution ceremony of the college and the schools run by the same trust together. After discussion it was resolved to organize Prize Distribution on 30-12-2019 and the same intimated to be the members to start the preparation for the same.
  - ✚ IQAC member and career corner convener Dr. R. P. Patel proposed to arrange Tablet Distribution in the month of January. It was resolved to invite M.L.A. Shri Mukeshbhai Patel as the Chief Guest.
  - ✚ As there was no other matter to discuss the meeting was adjourned with vote of thanks.

# IQAC Minuets 2019-20

## (3)

Date: 05/02/2020

### Notice:

IQAC Meeting no. 3 of the academic year 2019-20 will be held in the Principal Office on 19-February-2020, Monday to discuss the following issues. Members are requested to be present in the meeting.

### Agenda:

- 1) To confirm the minutes of the previous meeting.
- 2) Presentation by the principal on the teaching learning and extra-curricular activities conducted.
- 3) Republic Day Celebration.
- 4) Planning and Conduct of Internal Exam and University Exam.
- 5) Any other matter with Permission of chairperson.

### Minutes:

- 1) Members shown in the list were present.

### Members Present in the meeting:

No.	Name	Position held	sign
1	Principal Dr. I. M. Patel	Chairperson Co-ordinator	
2	Prof. R. B. Patel	Member	
3	Prof. D. S. Contractor	Member	
4	Prof. N. K. Rathod	Member	
5	Dr. S. I. Thakor	Member	
6	Dr. R. P. Patel	Member Member	
7	Shri Balvantbhai R. Patel	(Mngt. Rep.) Member	
8	Shri Yogendrasinh N. Adajania	Admin Staff Member	
9	Manav Tailor	Student Rep. Member	
10	Dr. Daxaben M. Chauhan	Alumini Rep.	

- **After discussion, IQAC made the following resolutions:**

- ✚ Minutes of the previous IQAC meeting held on 19-12-2019 was presented and was approved by the Chairperson as there were no comments received by the members.
- ✚ Chairperson Prin. Dr. I. M. Patel presented the brief report on the activities conducted in the academic year 2019-20. He also congratulated Heads of the different committees and extension activities in charge for successfully conducting the activities and motivating the students. The chair particularly referred to NCC cadet **Garib Minaxi** who was the only girl selected to participate in Republic Day Camp at Delhi from the Veer Narmad South Gujarat University, Surat. Members unanimously approved the minutes.
- ✚ IQAC member and NCC Officer Lt. J. M. Rana gave a brief report on the Republic Day Celebration which consisted Flag hoisting. Weapon Drill, Parade March, Pyramid making and cultural programme presented by NSS volunteers. Management representative and president of the Management congratulated the in charge of the activity and the Alumni for guiding the present students to conduct the various activities. The minutes was unanimously approved.
- ✚ The committee discussed about the system of assignments and Internal Examination marks online entry till the end of March-2020. The same was approved by the member and resolved to intimate the Staff.