

(TRANSLATED VERSION)

4th July, 2019

Day : Thursday

Time : 11:00 am

Venue : IQAC Hall

Agenda

- ☞ AQAR 2018-2019 Timely submission
- ☞ Plans of institution for the current academic year 2018-19
- ☞ Admission 2018-19
- ☞ Analysis of the result 2018
- ☞ Workshops and interactive sessions with all departments
- ☞ Website : Posting of all upcoming events of the institute
- ☞ National Seminar

Members Present

- Dr. Sangeeta Ghate
- Dr. Rupal S. Patel
- Dr. Ajitha R. Nair
- Dr. Shilpa J. Patel
- Dr. Ajay Raval
- Dr. Rameshbadursingh Kshatriya
- Dr. Dinesh Kanzaria
- Prof. Gargi Gohel
- Prof. Shilpa Mistry
- Prof. Milin Danak

Minutes

- ☞ **AQAR 2018-19:** Timely submission of AQAR for the academic year 2018-19. IQAC co-ordinator appreciated and thanked the support and co-operation of administration and

other staff in timely submission of the report. Co-ordinator also shared her overwhelming appreciation for the work of teachers and students who put together most of the work which was documented in the AQAR.

- ☞ **Plans of the institution for the current academic year 2018-19:** To organize an orientation of the first year students under KYS programme. Sessions on workshops and conference to be organized for teachers, students and administrative staff.
- ☞ **Analysis of result 2018:** All departments did a comparative analysis of results with their earlier analysis of results with their earlier performance.
- ☞ Workshops and Interactive sessions to be in continuous with all departments, cultural societies, value adding societies, administrative and all other staff.
- ☞ **Website:** The Website Committee is working to revamp and expand the base for posting all the upcoming events of the college, documenting and uploading of video to reflect the work of the institution for transparent dissemination of information about the college.
- ☞ **National Seminar:** A meeting on the delegation of work related to NAAC seminar on “In Pursuit of Excellence” was discussed. Committees like Registration, Finance, Hospitality, Stage, Refreshment, Discipline and Certificates were formed and all the faculties were assigned work.

Action taken from the earlier Meeting:

- ☞ Celebration of Women’s Day.
- ☞ Distribution of works regarding SSR and NAAC.
- ☞ Organized and Arranged various awareness programmes for Voters.
- ☞ Emphasize on Quality Research.
- ☞ Organized KYS Programme for the first year students.
- ☞ Comparative analysis of results were discussed.
- ☞ Committees made for the NAAC National Seminar.

(TRANSLATED VERSION)

15th October, 2019

Day : Tuesday

Time : 12:00 pm

Venue : IQAC Hall

Agenda

- ☞ To organise State level Seminar
- ☞ To host a sports event at our campus
- ☞ Auditorium Inauguration
- ☞ 150th Birth Centenary Celebration of Father of Nation

Members

- Dr. Sangeeta Ghate
- Dr. Rupal S. Patel
- Dr. Ajitha R. Nair
- Dr. Shilpa J. Patel
- Dr. Ajay Raval
- Dr. Rameshbadursingh Kshatriya
- Dr. Dinesh Kanzaria
- Prof. Gargi Gohel
- Prof. Shilpa Mistry
- Prof. Milin Danak

Minutes

- ☞ **State level seminar:** A joint State level seminar is to be organized by the Department of Sociology and Psychology on “Family Conflict, Counselling, Care and Correction” in our college premises. For the smooth conduct of this seminar, a committee is formed.
- ☞ **Sports Event:** A chess tournament is to be hosted in our college campus. The event includes Junior and Senior Boys and Girls, an open chess tournament.
- ☞ **Auditorium Inauguration:** A meeting is to be organized for the inaugural function of the newly constructed auditorium. For the smooth conduct of this inaugural function, a committee is formed and all the faculties are to be assigned work.
- ☞ **150th Birth Centenary Celebration:** Various programmes to be celebrated in view of 150th Birth Centenary celebration like Poetry Recitation, Essay Writing Competition on the struggle for Independence or Life of Mahatma Gandhi, Elocution, Book Exhibition and visit to Gandhi Ashram.

Action taken from the earlier Meeting:

- ☞ State Level Seminar organized.
- ☞ An Open Chess Tournament was organized
- ☞ Auditorium with the rating capacity of 500 was inaugurated and many functions was organized.
- ☞ 150th Birth Centenary was celebrated and many competitions were organized like Essay, Elocution etc.

(TRANSLATED VERSION)

4th February, 2020

Day : Tuesday

Time : 09:30 AM

Venue : IQAC ROOM

Agenda

- ☞ Short term Courses
- ☞ Alumni Meeting
- ☞ NSS Camp
- ☞ Energy Audit
- ☞ Yoga and Incubation Centre
- ☞ Preparation of SSR

Members

- Dr. Sangeeta Ghate
- Dr. Rupal S. Patel
- Dr. Ajitha R. Nair
- Dr. Shilpa J. Patel
- Dr. Ajay Raval
- Dr. Rameshbahadursingh Kshatriya
- Dr. Dinesh Kanzaria
- Prof. Gargi Gohel
- Prof. Shilpa Mistry
- Prof. Milin Danak

Minutes

- ☞ **Short Term Courses:** During the discussion, the members planned to organize short term courses on GST, Tally, IPR and Gender Awareness for the students of Commerce and Humanities. The committees will be shortly finalized.
- ☞ **Alumni Meeting:** A get together is to be organized in the month of December.
- ☞ **NSS Camp:** A ten days camp is to be organized shortly to the Jaspur village. Both the co-ordinators are entrusted with the duties.
- ☞ **Energy Audit:** A Committee is to be formed for the optimum use of energy with a view to save energy.
- ☞ **Yoga and Incubation Centre:** A yoga and incubation centre is to be set up in the premises shortly and planning to start a diploma and certificate course on Yoga.

Preparation of SSR [Self Study Report]: A third cycle of self study report is to be prepared. All the faculties and administrative staff are to be assigned works related to the SSR. The report is to be submitted by the end of this semester.

Action taken from the earlier Meeting:

- ☞ NAAC Preparations going on.
- ☞ Alumni meeting was organized and many functions were undertaken by them.
- ☞ Organized short term courses like Gender Awareness, GST, Finishing School.
- ☞ A ten days camp was organized at Jaspur Village.