

IQAC

Meetings & Resolutions.

YEAR 2016-17.



15.6.2016

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Minutes of the 1<sup>st</sup> Meeting of the IQAC committee, held at the principal's office on 18<sup>th</sup> June, 2016 at 12:30 pm under the chairmanship of the principal.

Members present:

1. Prof. M.D. PATEL Chairman
  2. Dr. R.S. Desai (Co-ordinating)
  3. Dr. K.N. Bloch
  4. J. P. Sarda
  - 5.
  6. Dr. M.B. Patil
  7. Mr. R.P. Patel
  8. Mr. J.K. Patel
  9. Mr. H.H. Chaudhary
  10. Mrs. J.M. Chaudhary
  11. S.P. Patel
  12. Munoj Khan
- J.P. Sarda  
R.P. Patel  
J.K. Patel  
H.H. Chaudhary  
J.M. Chaudhary  
S.P. Patel

The following matters were taken up the meeting and the resolutions passed:

1. To read the proceeding of the last meeting and get approved:

The minutes of the last meeting were read over and confirmed.

2. To review the AQAR report of the year 2015-16 and take decision to submit it to NAAC Office.

The discussed the AQAR report for the year 2015-16 and suggested to add a few programmes and then submit before 31<sup>st</sup> Aug. 2016.





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It was unanimously resolved that the AQAR report for the year 2015-16 be submitted to the NAAC office before 31st Aug. 2016.

3. To evaluate the University results of the year 2015-16:

The committee reviewed the University results for the year 2015-16 and suggested to work for the better results in future.

It was unanimously resolved that Prof. Dr. M. B. Parmar be assigned the work of tracing the weaker sections in the results and a report regarding it be presented within a week.

4. To discuss about the planning of the curricular and co-curricular activities for the year 2016-17:

The committee discussed at length the curricular and co-curricular activities for the year 2016-17.

It was unanimously resolved that planning regarding diagnostic tests, syllabi and assignments be made and put forth before the principal within a week.

It was unanimously resolved that planning be presented for workshop and seminar before the principal by each department within a month.

5. To discuss about the planning of the cultural, sports and extension activities completed by the institution during the entire year:

The committee expressed satisfaction at the timely completion of the NSS Camp and Saptah Dharm programmes during the year.



It was unanimously resolved that a proposal be made by sports committee for inter college University level Competition in 'Archery'.

6. To discuss about the planning for the FDP Programmes:

The committee discussed about different FDP Programmes.

It was unanimously resolve that National Seminars be conducted by ICPTC.

It was unanimously resolved that DL, TA and delegation fees be given to the faculties as an Incentive so that they may participate in the Seminars, conferences and the Workshops.

7. To review the feed-back of the year 2015-16:

The committee discussed about the feed-back of faculties, students and the Intution as a whole. The committee was satisfied with the faculty feed-back. The committee took note of the students' demand regarding the ample reading facility.

It was unanimously resolved that the principal be authorized to discuss the matters with the management and take the decision.

8. To plan for the activities and programmes regarding 'career counseling and employment opportunities':

We regularly organize programmes by 'Career Counseling Cell'. We arrange expert lectures at least twice a year and guide the students for their career.



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9. To discuss about the necessity of starting the degree course in the subject of Sociology.:

To collect the opinions of the students about starting the new degree course at under graduate level.

10. Any other matter with the permission of the chair.

It was unanimously resolved that Mr. Harpal Singh Chauhan be assigned the responsibility of preparing the ASH report.

The meeting concluded with the vote of thanks to the chair.

Place: Khedbrahma

Date: 15-06-2016



Principal  
D. D. Thakur Arts &  
K. J. Patel Commerce College  
Khedbrahma - 383255


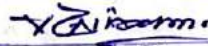
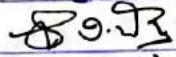
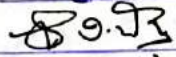




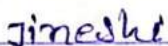




28.9.2016



Minutes of the 2<sup>nd</sup> Meeting of the IQAC Committee, held at the principal's office on 04<sup>th</sup> October 2016, at 12:30 PM. Under the chairmanship of the Principal.

Members Present :

- 1. Prin N. D. Patel Chairman 
- 2. Dr. R. S. Desai (Co-ordinator) 
- 3. Dr. V. C. Niswanna 
- 4. Dr. K. N. Bloch 
- 5.
- 6. Dr M. B. Patil 
- 7. Mr. R. P. Patel 
- 8. Mr. H. H. Cherkhan 
- 9. Mr. J. K. Patel 
- 10. Mrs J. M. Choudhary 
- 11. S. P. Patel 
- 12. Munasa Khur 

The following matters were taken up at the meeting and the resolutions passed...

- 1. To read the proceeding of the last meeting and get approved :

The minutes of the last meeting were read over and confirmed.

- 2. To discuss about the submission of IQAC report to NAAC office.

The committee was satisfied to see that the AQAR report was submitted to the NAAC office in time.





### 3. To review the national seminar on FDP:

The committee was satisfied to see that National Seminar of 7 Sept. 2016 and the University Administrative Employees' Conference were completed successfully.

Further the IQAC coordinator and the principal are recommended to advise the concerned department regarding the planning of Gujarat Economic Conference and the 16<sup>th</sup> Conference of Anant Gujarati Adhyapak Mandal.

### 4. To review the cultural and extension activities completed by the institution:

The committee was happy to see the performance of the institution regarding the cultural and the extension activities. They worried that the teaching work does not suffer due to these activities.

It was unanimously resolved that the co-curricular activities/programme be organised after the completion of two periods and that the cultural, sports and extension activities be organised after the completion of 3<sup>rd</sup> period.

### 5. To discuss about the planning for the University Level Sports:

The committee expressed satisfaction over the timely completion of the Archery competition.





6. Any other matter with the permission of the Chair :

None.

The meeting concluded with the vote of thanks to the chair.

Place : Khedbrahma  
Date : 04/10/2016



Principal  
D.D. Thakar Arts &  
K. J. Patel Commerce College  
Khedbrahma - 383255



24.12.2016



Minutes of the 3<sup>rd</sup> Meeting of the IQAC Committee held at the principal's office on 3<sup>rd</sup> December, 2016 at 12:00 pm Under the chairmanship of the principal

Members present :

- |                          |                |                  |
|--------------------------|----------------|------------------|
| 1. Prm. N. D. Patel      | (Convenor)     |                  |
| 2. Dr. R. J. Desai       | (Co-ordinator) |                  |
| 3. Dr. V. C. Nisarora    |                | → V. C. Nisarora |
| 4. Dr. K. N. Bloch       |                | \$9.33           |
| 5. Dr. M. B. Patil       |                | MBP              |
| 6. Mr. H. H. Chaudhary   |                | HHC              |
| 7.                       |                |                  |
| 8. Mr. R. P. Patel       |                | R. P. Patel      |
| 9. Mr. J. K. Patel       |                | J. K. Patel      |
| 10. Mrs. J. M. Chaudhary |                | J. M. Chaudhary  |
| 11. S. P. Patel          |                | S. P. Patel      |
| 12. Mrs. R. H.           |                | R. H.            |

The following matters were taken up at the meeting and the resolutions passed...

1. To read the proceedings of the last meeting and get approved :

The minutes of the last meeting were read over and confirmed.

2. To review the conferences in the subject of Gujarati and Economics :

The Committee expressed satisfaction over the good planning of the Gujarati Economics Conference and Seminar in the subject of Gujarati. The Committee expressed concern over the Member presence.



It was unanimously resolved that the concrete measures be taken regarding the merger programme in the Seminars and conferences.

### 3. To evaluate the results of the internal examinations:

The results of both commerce and arts faculties were presented before the committee. The committee expressed concern over the weak result in the subjects of English and Commerce faculty.

It was unanimously resolved that the concrete plan to improve the results in the subjects of Commerce and English be made and submitted to the principal within a week.

### 4. To review the cultural, sport and extension activities performed by the institution.

The committee expressed satisfaction over the timely completion of the programmes and activities of Saptahang, extension and sports.

### 5. To discuss about the proposal to start new courses in our BAOU centre:

The centre in-charge of BAOU reported that the proposal to start new degree courses was already submitted and that it is in the pipe line.

### 6. To discuss about the planning of the meetings of the alumni mandal and guardian mandal.

The committee discussed about the planning of the meetings of the alumni mandal and guardian mandal.





It was unanimously resolved that the meetings of both the Mandals be arranged on any public holiday in April 2017.

7. To discuss about the ASHI report:

The Committee expressed satisfaction over the timely completion of the ASHI report.

8. Any other matter with the permission of the chair.

None.

The meeting concluded with the vote of thanks to the chair.

Place: Khedbrahma

Date: 12-2-2016



Principal  
D. D. Thakar Arts &  
K. J. Patel Commerce College  
Khedbrahma - 383255



12.4.2017

Minutes of the 4<sup>th</sup> Meeting of the IQAC committee held at the Computer room on 12<sup>th</sup> April, 2017 at 02.00 pm under the chairmanship of the Principal.

Members present:

1. Prin. N.D. Patel (Chairman)
2. Dr. K.N. Bloch
3. Dr. V.G. Nizama
- 4.
5. Dr. R.S. Desai (Co-ordinator) for
6. Dr. M.B. Patil for
7. Mr. H.H. Chaudhari for
8. Mr. R.P. Patel R.P. Patel
9. Mr. J.K. Patel for
10. Mrs J.M. Chaudhary Jimeshi
11. S.P. Patel S.P. Patel
12. Mrs. K. K. Khun m

The following matters were taken up at the meeting and the resolutions passed....

1. To read the proceeding of the last meeting and get approved:

The minutes of the last meeting were read over and confirmed.

2. To review the conferences in the subject of Gujarati and Economics:

The committee expressed satisfaction over the success and the timely completion of the conferences in the subject of Gujarati and Economics.





3. To procure the information regarding the proposal made for starting the new courses in the BAOU centre:

The Committee was pleased to see that the BAOU Centre of the institution was permitted to commence the entry courses: BA, MA and BLIS.

4. To review the cultural, sports and co-curricular activities performed by the institution during the entire year:

The Committee expressed satisfaction over the timely completion of the Saptdharma programmes, extension activities of and expert lectures.

It was unanimously resolved that the cultural activities and programmes be arranged in the remote areas and in public places with special messages.

5. To review the present condition of the library:

The Committee was satisfied to take note that the library was enriched by adding 1388 books worth Rs. 3.95 Lakh.

6. To discuss about the planning of taking the feed-back (2016-17) of the faculties and Institution.

The Committee discussed about the feedback (2016-17) of faculties and Institution.





It was unanimously resolved that IQAC Mr. Harpal Singh Chauhan be assigned the responsibility taking feedback of the faculties and institution for the year 2016-17.

7. To draft the APAR report for the year 2016-17;

The committee discussed about the APAR report for the year 2016-17.

It was unanimously resolved that the responsibility of preparing the APAR report be assigned to Dr. Rohit Desai, the IQAC co-ordinator, Shri Harpal Singh Chauhan, Dr. M. B. Patil and Dr. K. N. Bloch.

8. To discuss about the preparing the prospectus of the institution for the year 2017-18;

The committee discuss about the preparing of prospectus of the institution for the year 2017-18.

It was unanimously resolved that the responsibility of preparing the prospectus be assigned to Dr. Rohit Desai, Shri Harpal Singh Chauhan, Shri J. S. Rathna & Shri B. P. Patel.

9. Any other matter with the permission of the chair:

The principal informed the committee about the 25 Lakh (19,00,000/-, 20,00,000/-, 40,00,000/-) grant under the title of General Development Assistance.

It was unanimously resolved that the principal be authorized to use the an amount of the grant as per its purpose and till before the end of the year 2017.

The meeting concluded with the vote of thanks to the chair.

Place: Khe. B. Khedbrahma  
Date: 16-04-2017



D. S. Thakur  
K. J. Somaiya Institute of Management Studies & Research