

Meeting of the IQAC

Date : 01 April, 2016, Friday

Time : 02:00 p.m.

Venue : Principal's Chamber

A meeting of the IQAC was held on 01/04/2016. The following points were taken into consideration:

- Approval of the Minutes of the IQAC Meeting held on 13/03/2016.
- Reading out the Report of the Peer Team by the Co-ordinator.
- Discussion on the various suggestions/recommendations made by the Peer Team.
- Suggesting corrective measures to be taken against the recommendations made by the Peer Team.
- To conduct a general meeting with the faculty-members so as to sensitize them towards the corrective measures.
- Inviting meaningful suggestions from the Faculty-members.
- Step-by-step implementation of the suggested corrective measures.

Present :

- 1) Prin. Dr. N. M. Patel *Present*
- 2) Dr. B. B. Dhivar *Present*
- 3) Dr. M. J. Dave *Present*
- 4) Mr. A. Y. Kapoor *Present*
- 5) Mr. P. H. Trivedi *Present*
- 6) Mr. K. R. Chaudhari *ABSENT*
- 7) Dr. K. N. Sarmah *Present*
- 8) Mr. P. J. Shah *Present*
- 9) Dr. N. M. Rathod *Present*
- 10) Dr. A. M. Agarwal *Present*

Meeting of the IQAC

Date : 14/07/2016

Time : 02:00 p.m.

Venue : Principal's Chamber

A meeting of the IQAC was held on 14/07/2016 (Thursday). The following are the minutes of the meeting:

- To screen and review the seven-year APIs of Prof. K.R. Chaudhari and Prof. N.B. Kapadiya under the CAS and forward it to the IQAC, VNSGU, Surat. Their due date of Promotion is ~~date~~ on 19/02/2015 and 19/03/2015 respectively.
- To initiate preparation of Feedback Forms for Students, Stakeholders and Parents respectively on Institution and Curriculum (To be undertaken semester-wise).
- To enforce student-mentoring in order to cater to micro-level teaching.
- To encourage faculty-members to undertake Major/Minor Research Projects funded by appropriate agencies.
- To organize National/International Seminars/Conferences/Symposia.
- To initiate publication of Departmental Newsletters (To be brought out annually).
- To initiate publication of a Peer Reviewed Multi-disciplinary Journal of the Institution.

(P.T.O.)...

→ To organize a daylong Workshop on the topic 'Writing a Research Article'.

→ To organize Faculty Development Programmes in the Institution where eminent speakers would be invited.

→ To introduce short-term value-added courses for the students.

The meeting was called to order by the Chairperson, Prin (Dr.) N.M. Patel. Valuable suggestions were put in by Prof. A.Y. Kapoor, Dr. A.M. Agarwal and Prof. P.H. Trivedi. The meeting was adjourned at 02:30 p.m.

Present Members:

1) Prin. (Dr.) N.M. Patel, Chairperson

2) Shri A.Y. Kapoor, Co-ordinator

3) Dr. K.N. Sarmah, Member

4) Dr. M.J. Dave, Member

5) Dr. N.M. Rathod, Member

6) Shri P.J. Shah, Member

7) Shri P.H. Trivedi, Member

8) Dr. A.M. Agarwal, Member

9) Shri K.R. Chaudhari, Member

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14/7/16

15/7/16

Meeting of the IQAC

Date: 30/08/2016

Time: 02:30 p.m.

Venue: Principal's Chamber

→ To review the APIs of Mr. N.B. Kapadiya, Asst. Prof. in the Dept. of Psychology, and Mr. K.R. Chaudhary, Asst. Prof. in the Dept. of Electronics.

→ To screen and the said APIs and forward them to IQAC, VNSGU, Surat.

→ Preparing separate Feedback Forms for Students, Stakeholders and Parents on Institution and Curriculum (semester-wise)

→ To introduce Institutional Newsletter

Present Members:

- 1) Mr. N.B. Kapadiya (Asst. Prof. in Psychology)
- 2) Mr. K.R. Chaudhary (Asst. Prof. in Electronics)
- 3) Mr. K.M. Patil (Asst. Prof. in English)
- 4) Mr. M.B. Dora (Asst. Prof. in Hindi)
- 5) Mr. P.H. Dora (Asst. Prof. in Hindi)
- 6) Mr. A.M. Dora (Asst. Prof. in Hindi)
- 7) Mr. K.M. Dora (Asst. Prof. in Hindi)
- 8) Mr. S.D. Dora (Asst. Prof. in Hindi)

→ To start collecting information about AQAR for the years 2014-2015 and 2015-2016.

→ To motivate the faculty-members of the Institution to take up Faculty Development Programmes.

Mission of the IAP:

Date: 20/08/2018

→ To motivate the non-teaching faculty members to pursue a Faculty Short Term Course.

→ To collect information regarding the revised API forms.

Present Members:

- 1) Prin (Dr.) N.M. Patel, Chairperson
- 2) Mr. A.Y. Kapoor, co-ordinator
- 3) Dr. K.N. Sarmah, Member
- 4) Dr. M.J. Dave, Member
- 5) Shri P.H. Trivedi, Member
- 6) Dr. A.M. Agarwal, Member
- 7) Dr. K.M. Pansuriya, Member
- 8) Shri. G.B. Kladia, Member

Meeting of the IQAC

Date : 03/04/2017

Time : 12:00 p.m.

Venue : Principal's Chamber

→ APIs of Mr. J.H. Mori, the Physical Instructor of the Institution under the Career Advancement Scheme.

→ To introduce Certificate Course in 'Journalism and Mass Communication' and 'Communication Skills'.

→ To organize Invited Talks during the academic year 2017-2018.

→ To organize a Faculty Development Programme for the optimization of Teaching-Learning.

→ Departments to be instructed to submit Proposals for organizing various activities during the academic year 2017-2018.

Members Present :

1) Prin (Dr.) N.M. Patel, Chairperson ^{Prin}

2) Mr. A.Y. Kapoor, Co-ordinator ^{AK}

3) Dr. M.J. Dave, Member ^{MD}

4) Dr. N.M. Rathod, Member

5) Dr. A.M. Agarwal, Member ^{Ajagale}