GOVERNMENT ARTS AND COMMERCE COLLEGE, PADDHARI

Near Court, Bus Station Road, Paddhari - 360 110, District : Rajkot
Phone : 02820 - 233444 website : gaccpaddhari.ac.in

Ref. No.

Date : 16/7/21

MINUTES OF THE MEETING OF

INTERNAL QUALITY ASSURANCE CELL (IQAC)

WITH THE FACULTY MEMBERS AND ALUMNI,

DATED 16th JULY 2021, TIME: 11.00 AM,

VENUE: PRINCIPAL OFFICE

IQAC Chairman Dr. Neela Thaker and IQAC Co-Ordinator Dr. Geeta Bhut welcomed all the members.

1. Review of the academic year 2020-21
   - Round the year work towards academic development of several quality assurance programs within the existing academic and administrative system.
2. Discussion about all over work of college .

   Principal Dr. Neela Thaker discussed about all over work of college.

During the academic year majority time was pendemic. College has done online teaching and Co curricular activities which were possible.

AS per the guideline college will arrange offline as well as online classes for students. Rules will be followed.

3. Discussing and sharing work for AQAR.
   - To do perfect work for every criteria which are distributed.

- To take feedback from students and stakeholders regarding college activities, faculties and syllabus. Feedback will be analized.
- For making the level of college better every faculty should have to do personal development work regarding research and all.
- Role and Responsibilities for AQAR Clearly viewed and discussed.

4. Steps to enhance overall development of the college and students.
   - Discussion for the registration of alumni.
   - To enhance soft skills, life skills and employability of the students.
   - To encourage sports activities and participation at university and state level.
   - Optimum utilization of smart class rooms of the college.
   - Encourage participation in co-curricular activities organised by the college.
   - To start at least one certificate course for students.
   - To organise faculty improvement Program for faculties.
   - To plan a industry visit for developing business ideas for students.

5. All the Head of Dept. have to submit the planner of their subject and plannining of their committee wise activities.
   - Discussion and suggestions on submitted planner.
6. Any other contents permitted by the chair.
   - The committee suggested motivating teachers for participating in seminars, conferences, FDP's and publishing papers in UGC recognised journals.
   - Principal suggested to develop e-content for students.
   - The committee suggested the senior staff members to plan for delivering guest lectures and faculty exchange program.

I.Q.A.C. Co-ordinator,
Govt. Arts and Commerce College,
Paddhari.

Principal,
Govt. Arts & Commerce College,
Paddhari.

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No. Date : 16/7/21

ACTION TAKEN REPORT

FOR THE MEETING OF IQAC SCHEDULED ON

16th JULY 2021

1. Academic year 2020-21 is reviewed .
2. Because of Pandemic some activities couldn't done. This year we will try our best for that activities like NSS camp, Finishing School etc...planning is done.
3. College is providing offline as well as online classes for students.
4. Planning off co-curricular activities is done.
5. Criteria wise Data collected for AQAR.
6. Discussed all over work of college and plan is done for future activity.
7. Work is distributed for AQAR report submission.
8. All the head of Dept. and chairman of committee has submitted their planner.
9. Tasks distributed to different committees for conducting certificate and value added courses.
10. Meeting is done by alumni committee for registration of Alumni.
11. Encouraging students to Further utilize library to the optimum.
12. Faculty improvement program is arranged on 19th and 20th July, 2021.

I.Q.A.C. Co-ordinator,
Govt. Arts and Commerce College,
Paddhari.

Govt. Arts & Commerce College Paddhari

Principal,
Govt. Arts & Commerce College,
Paddhari.

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Ref. No.

Date : 31/8/21

MINUTES OF THE MEETING OF

INTERNAL QUALITY ASSURANCE CELL (IQAC)

WITH THE FACULTY MEMBERS AND ALUMNI,

DATED 3rd AUGUST 2021, TIME: 11.00 AM,

VENUE: PRINCIPAL OFFICE

IQAC Chairman Dr. Neela Thaker and IQAC Co-Ordinator Dr. Geeta Bhut welcomed all the members.

- Criterion wise Discussion done.
- Discussed Annual day celebration celebrated on 31/7/21 and Decided for better work for next year.
- Discuss to plan FIP at library for using n-list and other e-resources.
- Discuss to arrange a new batch of Finishing school. co-ordinator of finishing school will decide the time period of the batch.
- Discuss for arranging sports event.
- Discuss to arrange offline activities under saptadhara by following Corona guideline.
- Discuss to arrange an orientation to aware govt. Schemes to SC, ST, OBC students. Co-ordinator of regarding cell will plan for the orientation.
- Discuss about the alumni registration. Registration process starts as soon as possible.

- Discuss about new features and requirement of faculties for website and told to ICT committee for updating.
- Discuss to arrange State/National level seminar.
- Discuss to do collaboration with other institute for activities under NSS, NCC and Sports.
- Discuss about the admission for new students.
- Discuss for mentoring of students. Suggested to chief of committee to distribute the list of students among faculties for mentoring.
- Suggested to Committee of sandhan to upload Sandhan time table on website as well as notice board.
- Discuss to start Group prayer every Monday.
- Suggested to EBSB Committee to do plan for the activities inder EBSB.

I.Q.A.C. Co-ordinator,
Govt. Arts and Commerce College,
Paddhari.

Principal,
Govt. Arts & Commerce College,
Paddhari.

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Ref. No.

Date : 3/8/'21

ACTION TAKEN REPORT
FOR THE MEETING OF IQAC SCHEDULED ON
3rd AUGUST 2021

- Criterion wise data will submit on 30 August.
- Annual day celebrated on 31/7/21 and Decided for better work for next year.
- FIP at library for using n-list and other e-resources arranged on4th August 2021.
- A new batch of Finishing school will arrange in December 2021.
- Sports Dept. will Arrange rifle shooting competition collaboration with Darshan Uni. Rajkot on 13 August 2021.
- Month wise planning is done to arrange offline activities under saptadhara by following Corona guideline.
- Orientation will arrange by OBC Cell to aware govt. Schemes to SC, ST, OBC students in next September.
- Procedure of alumni registration is started.
- ICT committee will update website as per requirement of faculties.
- College will arrange State/National level seminar in next semester.
- Planning is done to do collaboration with other institute for activities under NSS, NCC and Sports.

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Date : 31/8/21

- As per the Discussion admission process for new students will complete till end of September and class will be started.
- Chief of Mentoring committee has planned to distribute the list of students among faculties for mentoring.
- Committee of Sandhan has uploaded Sandhan time table on website as well as notice board.
- Group prayer has startedevery Monday.
- EBSB Committee has planned for the activities under EBSB.

I.Q.A.C. Co-ordinator,
Govt. Arts and Commerce College,
Paddhari.

Govt. Arts & Commerce College * Paddhari, Dist. Rajkot *

Principal,
Govt. Arts & Commerce College,
Paddhari,
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Ref. No.

Date : 11/4/22

MINUTES OF THE MEETING OF

INTERNAL QUALITY ASSURANCE CELL (IQAC)

WITH THE FACULTY MEMBERS AND ALUMNI,

DATED 11th April 2022, TIME: 11.00 AM,

VENUE: PRINCIPAL OFFICE

IQAC Chairman Dr. Neela Thaker and IQAC Co-Ordinator Dr. Geeta Bhut welcomed all the members.

- Discussed about Department, committee, personal development activity and future planning.
- Criterion wise Discussion done.
- Discussed planning of Annual day celebration on 13/04/22 and Decided for better work.
- Discuss to publish Samanvay e-journal and service memoir.
- Discussed about using n-list and other e-resources.
- Discussed about work of Alumni registration.
- Discuss to update web site./ renew new updates.
- Principal suggested for strict discipline in exams.

I.Q.A.C. Co-ordinator,
Govt. Arts and Commerce College,
Paddhari.

Govt. Arts & Commerce College * Paddhari Dist. Rajkot *

Principal,
Govt. Arts & Commerce College,
Paddhari,
Dist. Rajkot.

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Ref. No.

Date : 11/4/22

ACTION TAKEN REPORT

FOR THE MEETING OF IQAC SCHEDULED ON

11th April 2022

- All faculties submitted their Dept., committee, personal development and future planning report to IQAC Coordinator.
- Criterion wise data will submit on 30 August, 2022.
- Planning for Annual day is done. It will be celebrated on 13/4/22 and for work is distributed for better work .
- Faculties are using n-list and other e-resources as per need.
- Procedure for publishing journal and service memoir is done. Quarry is sort out by responsible person Dr. N. R. Joshi.
- Procedure of Alumni registration is done. Quarry is sort out by Alumni committee.
- ICT committee updates web site as per need.
- As per the instruction of Principal to maintain discipline in exam, duty is divided among teaching, non teaching staff and security guards, too.

I.Q.A.C. Co-ordinator,
Govt. Arts and Commerce College,
Paddhari.

Govt. Arts & Commerce College * Paddhari, Dist. Rajkot *

Principal,
Govt. Arts & Commerce College,
Paddhari,
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