

**Smt. D.H. Kabariya Arts, R.K. Vaghasiya
Commerce and U.B. Bhagat Science Mahila
College**

Academic Year: 2022-23

IQAC Meeting

Venue: Board Room

Time: 2:00-3:00 pm

Date: 10th December 2022

The action taken report by the internal quality assurance cell (IQAC) as suggested by the IQAC coordinator and other administrators principal, and other committee members suggestion were implemented and appropriate action were taken as recommended in the meeting held.

Agenda:

1. Review previous IQAC meetings.
2. Quality of Campus.
3. Faculty Development Program (FDPs) to adopt the required knowledge and technology for participatory teaching and learning process.
4. Preparation for II cycle of NAAC Accreditation.
5. Any other point with permission from the chair

Minutes of Meetings:

Agenda 1: Review previous IQAC meeting.

Minutes:

The IQAC coordinator suggested that team should gain additional clarity of the objective we are seeking to achieve within our organization. Reviewed past IQAC meetings and address all the issues and action taken on those issues. Overall all members were impressed with college performance.

Agenda: 2 Quality of campus

Minutes:

Keeping up with tidiness all through the grounds plan has acquainted and attempt with encourage most extreme number of understudies to take part in 'Swachh Bharat Abhiyan'. The facilitator additionally underscored on development of different boards of trustees for understudies related exercises. For example, vocation advising focus, clinical checkups.

Agenda: 3 Faculty Development Program (FDPs) to adopt the required knowledge and technology for participatory teaching and learning process.

Minutes:

The coordinator of IQAC emphasized on the importance of organizing FDPs on regular basis that can help in enhance knowledge and professional skills of faculty and produce promising outcomes in the learning and teaching practice. The members suggested organizing FDPs for faculty members to give orientation and update in different field. Enriching faculty vitality in domain of teaching, assessing, research, professionalism and administration is perceived to improve educational environment significantly and improve the academic performance of learners.

Agenda: 4 Preparation for II cycle of NAAC Accreditation.

In order to strengthen the preparation for II cycle of NAAC Accreditation, The Head and Principal highlighted that, meeting with IQAC coordinator are to be conducted on weekly basis in order to review progress of both Qualitative and Quantitative standard.

Agenda 5: Any other point with permission from the chair

Minutes:

Revision of Best Practice: Looking into the pandemic COVID-19 scenario almost all the activities were shifted to online. Institute has adapted remarkable change and shifted to an online platform to the fullest extent. So looking into the need of time and effort of the staff it is decided to make it as one of the best practice of institute which will be continue in the departments

In addition:

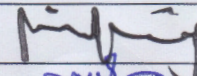
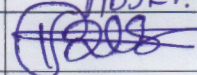
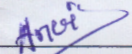
- Notwithstanding that the college results were investigated subject wise and vital conversations and ideas were given by the Top of the branch of each subject work on the outcomes.
- Different exercises were held under the profession the directing for the students were effectively partaken in such exercises, a talk coordinated on enemy of Ragging Mindfulness.
- Momentous exercises had been coordinated under the board of trustees of NSS, NCC, and Social, Sports, CWDC and so forth numerous departmental exercises additionally gather. Students likewise won numerous exercises at region, Inter-school, college level individually.
- Preparation of tentative schedule for departmental activities as well as analysis of previous semester university results.

S.n.	Decision	Action taken
1	Review of previous IQAC meeting	Reviewed previous meetings and introduced new guidelines.
2	Quality of Campus	IQAC coordinator started campus quality program.
3	Organize FDPs to enrich faculty vitality	Tutor development program was organized to prepare them for academics and administration.
4	Preparation for II cycle of NAAC accreditation	SSR preparation and NAAC accreditation guidelines discussed.
5	Any other point with permission from the chair	Emphasize on continue to shift towards online mode.

Future plans:

1. Performance Assessment system for Administration staff.
2. Introduction of online library facilities.
3. Strengthening of IT infrastructure in all campus.
4. Online feedback system for all stakeholders.
5. Sustainable campus that include waste and water management, solar power generation system.

Members present:

S.n.	Name of Member	Designation	Signature
1	Mr. Mansukhbhai Dhanani	Director/Chairperson	
2	Mr. Nikunjibhai Gadhawala	Principal	
3	Mr. Dipakbhai Vyas	IQAC coordinator	
4	Mr. Ashokbhai Gajera	Industrialist	ABSENT
5	Mr. Kishorbhai Desai	Senior admin staff	
6	Mrs. Ankita Sorathiya	Member	
7	Mr. Girish Bharadaya	Member	

**SMT. D. H. KABARIYA ARTS, R. K. VAGHASIYA COMMERCE, AND U. B.
BHAGAT SCIENCE MAHILA COLLEGE, AMRELI**

ACADEMIC YEAR: 2021-22

IQAC MEETING

DATE: 19/08/2021

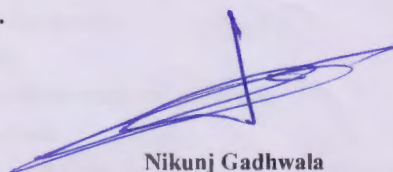
ON 19th of Aug. 2021, a meeting of IQAC committee is scheduled to be held in the principal's chamber at 12:00 noon. All committee members are requested to attend this meeting.

1. Review previous IQAC meeting.
2. Formation of various committees for students related activities.
3. Planning for admission process of B.com.Sem.1,3 & 5 as per the university guideline.
4. Plan to Preparation of academic calendar and preparing required action plan completion of syllabus, internal and Examination, Assessment work, assignments, declaration internal Exam results.
5. Discuss departmental activities and activities of sports, NSS, NCC, cultural, CWDC etc. for the overall development of students.
6. Plan for maintaining cleanliness throughout the campus and try for maximum students' participation 'Swachh Bharat Abhiyan.
7. Extending and enhancing the activities related to the library.
8. Analysis of previous year university result.
9. Career counseling centre for the students.
10. Anti-ragging awareness programme.
11. Proper arrangement of medical checkup for semester 1 students.
12. Any other matter with the permission of the chair.

Date: 19/08/2021

Place: Amreli

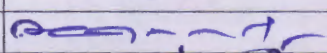
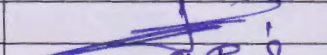
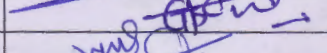
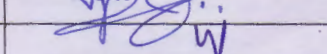
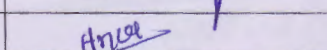
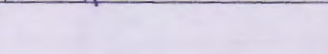



Nikunj Gadhwal

Principal

**PRINCIPAL / DIRECTOR
Kabariya Arts, Vaghasia Commerce
and Bhagat Science Mahila College
AMRELI-365601. (Gujarat)**

IQAC Committee Members

Name of Member	Designation	Signature
Mr. Mansukh Dhanani, Managing Director	Member	
Mr. Nikunj Gadhwal, Principal	Chairperson	
Ms. Bhimani Gauriben, Assi. Professor	Member	
Mr. Dipak Vyas, Assi. Professor	IQAC coordinator	
Mr. Pravin Madhad, Assi. Professor	Member	
Ms. Ankita Sorthiya, Assi. Professor	Member	

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IQAC MEETING MINUTES

DATE: 19/08/2021

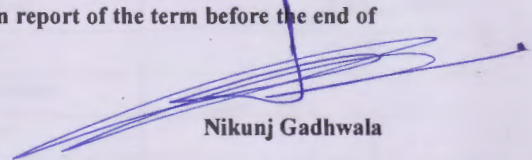
MINUTES OF THE MEETING:

1. The principal welcome to all committee members. It was decided in the meeting that as per the discussion on the agenda of the IQAC meeting the work needs to be done during the term and to analyze of the IQAC meeting held in the previous year and the agendas remaining to be fulfilled regarding to the previous year IQAC meeting.
2. Discussion was held on the subject of formation of various committee related to the student development activities and institute development activities.
3. Prepare the plan for the admission process of B.com. sem. 1, 3,5 as per university guidelines.
4. Proper plan of action for the completion of syllabus, internal and university examination, paper assessment work, assignments, declaration of internal exam results in time.
5. Students need to get exposure by participating in various departmental activities and sports, NSS, NCC, Cultural and CWDC Actives.
6. Discussion regarding maintenance of on-campus cleanliness, participation in 'Swachh Bharat Abhiyan' student hygiene proper sanitation and portable water facility.
7. Discussion on increasing the resources and engagement of the library.
8. Suggestion of analyzing the previous year university results.
9. The members of the Career Counselling Centre should up lift the students' progress.
10. Organize a seminar on Anti ragging awareness for the students.
11. Proper arrangement of medical checkup for the students of B.Com. Semester-1 as per university guideline.
12. The committees and departments need to submit action taken report of the term before the end of the term.

Date: 19/08/2021

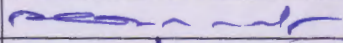

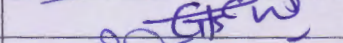
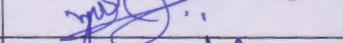
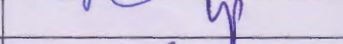
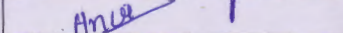
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Mr. Dipak Vyas, Assi. Professor	IQAC coordinator	
Mr. Pravin Madhad, Assi. Professor	Member	
Ms. Ankita Sorthiya, Assi. Professor	Member	

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BHAGAT SCIENCE MAHILA COLLEGE, AMRELI**

ACADEMIC YEAR: 2021-22

IQAC MEETING MINUTES


Date: 12/01/2022

A meeting of the internal quality Assurance Cell (IQAC) of the college, regarding action taken report for first term is organized on 12/01/2022 at 11:30 AM in the principal's chamber. All the members of IQAC should remain present in the meeting.

Date: 12/01/2021

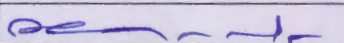

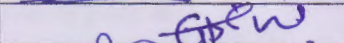

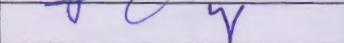
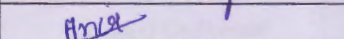
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ACADEMIC YEAR: 2021-22

IQAC MEETING ACTION TAKEN REPORT

DATE: 12/01/2022

DISCUSSION ABOUT ACTION TAKEN REPORT OF THE FIRST TERM:

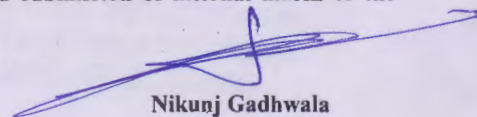
1. The coordinator presented the review of previous IQAC meeting. The members are very happy with the overall performance of our college and after discussion some suggestions are given by them for quality improvement.
2. Various committees were formed by the principal regarding departmental activities, Sports, NSS, NCC, cultural and CWDC activities for overall development of the students.
4. The process of the admission of B.com. sem. 1, 3 & 5 were successfully conducted as per university guideline.
6. Prepared micro planning for the academic calendar and action plan under taken by the departments.. Feedback hand been taken from the students.
8. Remarkable activities had been organized under the committee of NSS, NCC, Cultural, Sports, CWDC etc. many departmental activities also assemble. Students also won many activities at district, inter college, university level respectively.
10. Students and the faculty members actively participated in social programs like the 'Swachh Bharat Abhiyan' and also participated enthusiastically in campus cleanliness programme.
12. Library resources were used by the faculty members for their research work and knowledge creation. Students have also used library resources for the academic purpose as well as knowledge creation purpose. College also purchased various textbook, journals and e-books for overall growth of the students as well as faculty members. Students acquire knowledge from various newspapers for competitive exam purpose.
14. The university results were analyzed subject wise and necessary discussions and suggestions were given by the Head of the department of each subject improve the results.
16. Faculty members and students participated in the education fair organized by the Government of Gujarat and valuable information regarding their respective careers.
18. Various activities were held under the career the counseling for the students were actively participated in such activities, A lecture organized on anti Ragging Awareness.
20. Medical checkup of B.Com. Semester – 1 students had been organized as per university guidelines.
22. Successfully conducting internal exam as well as university exams and submission of internal marks to the university in accordance to the schedule provided.

Date: 12/01/2021



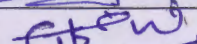
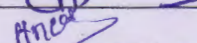
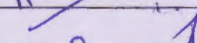
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IQAC Committee Members




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ACADEMIC YEAR: 2020-21

IQAC MEETING

DATE: 19/08/2020

ON 19th of Aug. 2020, a meeting is scheduled to be held in the principal's chamber at 12.00 noon regarding the discussion for various activities related to the students. All committee members are requested to attend this meeting.

The agenda of the meeting is as follows:

1. Review previous IQAC meeting.
2. Planning for admission process of B.com.Sem.2,4&6 and M.com.Sem.2&4.
3. Preparation of academic calendar and action plan, completion of syllabus, Examination, Assessment, assignments, declaration of results.
4. Preparation of tentative schedule for departmental activities.
5. Analysis of previous semesters University Results.
6. Participating in the education fair organized by the government of Gujarat.
7. Discussion on extra-curricular activities.
8. To plan grant of rashtri uchchatar shiksha abhiyan(RUSA) component-9 and other grants provided by the government.
9. Any other matter with the permission of the chair.

Date: 19/08/2020

Place : Amreli



Nikunj Gadhwal

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ACADEMIC YEAR: 2020-21

IQAC MEETING MINUTES

DATE: 19/08/2020


MINUTES OF THE MEETING:

1. A discussion was held by the principal to analyze of the IQAC meeting held in the previous year and the agendas remaining to be fulfilled regarding to the previous year IQAC meeting.
2. The process of the admission of B.com. sem. 2, 4 & 6 and M.Com. Sem. 2&4 needs to be conducted as per university norms.
3. Discussion was held on preparation of the academic calendar and formation of proper plan of action for the completion of syllabus, examination, assessment, assignments, declaration of results in time.
4. A proper schedule needs to be prepared for all the departmental activities.
5. Suggestion of analyzing the previous year university results.
6. Discussion on encouraging students to participate in the education fair held by the Government of Gujarat.
7. Students need to get exposure by participating in various Departmental, sports, NSS, NCC, Cultural and CWDC Actives .
8. The members of the Career Counselling Centre should try to help maximum students.
9. Initiate the process of utilization of the grant of rashtriya Uchchatar Shiksha Abhiyan (RUSA) Component-9 and other grants provided by the Government.
10. The committees and departments need to submit action taken report of the term before the end of the term.



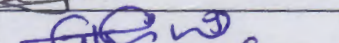
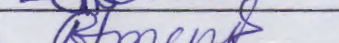
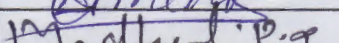

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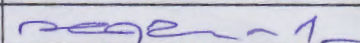
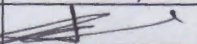
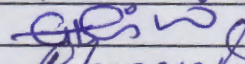
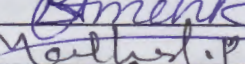


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ACADEMIC YEAR: 2020-21

IQAC MEETING ACTION TAKEN REPORT

DATE: 12/01/2021


DISCUSSION ABOUT ACTION TAKEN REPORT OF THE FIRST TERM:

1. The coordinator presented the review of previous IQAC meeting. The members are very happy with the overall performance of our college and after discussion some suggestions are given by them for quality improvement.
2. The process of the admission of B.com. sem. 2, 4 & 6 and M.com. sem. 2&4 had been completed as per university guidelines.
3. Proper execution of the academic calendar, Departmental activities and action plan. Feedback had been taken from the students.
4. Department wise university result was analyzed and discussions were held for the improvement of results.
5. Faculty members and students participated in the education fair organized by the Government of Gujarat and valuable information regarding their respective careers.
6. Remarkable activities had been organized under NSS, CWDC, NCC, cultural, Sports etc. Students also participated in all-India level athletics activity.
7. Different activities had been organized under Rashtriya uchachatar Shiksha Abhiyan (RUSA) Component-9 and other grants provided by the government.

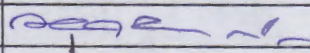

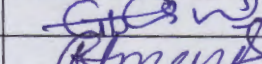
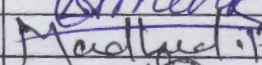
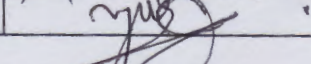
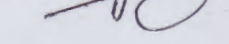
Date: 12/01/2021

Place: Amreli




Nikunj Gadhwal
PRINCIPAL / DIRECTOR
Kabariya Arts, Vaghasia Commerce
and Bhagat Science Mahila College
AMRELI-365601. (Gujarat)

IQAC Committee Members

Name of Member	Designation	Signature
Mr. Mansukh Dhanani, Managing Director	Member	
Mr. Nikunj Gadhwal, Principal	Chairperson	
Ms. Bhimani Gauriben, Assi. Professor	Member	
Mr. Hitesh Bhimani, Assi. Professor	IQAC coordinator	
Mr. Pravin Madhad, Assi. Professor	Member	
Ms. Dipak Vyas, Assi. Professor	Member	

**SMT. D. H. KABARIYA ARTS, R. K.
VAGHASIYA COMMERCE, AND U. B.
BHAGAT SCIENCE MAHILA COLLEGE,
AMRELLI**

**(AFFILIATED TO SAURASHTRA UNIVERSITY
INSTITUTE)**

MINUTES OF THE FIRST MEETING OF THE SMT. D. H. KABARIYA
ARTS, R. K. VAGHASIYA COMMERCE, AND U. B. BHAGAT
SCIENCE MAHILA COLLEGE INTERNAL QUALITY ASSURANCE
CELL (**IQAC**) HELD ON 05/02/2019 AT 11:45 AM IN THE BOARD
ROOM OF THE COLLEGE.

Present IQAC Committee Members

Dr. D.V. Gondaliya, Director of SMT. D. H. KABARIYA ARTS, R. K. VAGHASIYA COMMERCE, AND U. B. BHAGAT SCIENCE MAHILA COLLEGE	Director
Mr. Mansukh Dhanani, Managing Director	Member
Mr. Nikunj Gadhawala, Principal	Chairperson
Ms. Bhimani Gauriben, Assi. Professor	Member
Mr. Hitesh Bhimani, Assi. Professor	IQAC coordinator
Mr. Pravin Madhad, Assi. Professor	Member
Ms. Dayaben Desai, Assi. Professor	Member
Ms. Komalben Suchak, Assi. Professor	Member
Mr. Dipak Vyas, Assi. Professor	Member
Mr. Ankit Desai, OD- NAAC Section	Member

At the outset, Mr. Nikunj Gadhawala, Principal Chairman of IQAC welcomed all members for the first IQAC meeting of the year 2019-20.

Mr. Ankit Desai appraised the members regarding the aims and objectives for constituting IQAC.

Preamble

SMT. D. H. KABARIYA ARTS, R. K. VAGHASIYA COMMERCE, AND U. B. BHAGAT SCIENCE MAHILA COLLEGE has been accredited by National Assessment & Accreditation Council with CGPA of 1.61 on four point scale at C valid up to July 02, 2023.

The NAAC peer team in its final report had desired that Our SMT. D. H. KABARIYA ARTS, R. K. VAGHASIYA COMMERCE, AND U. B. BHAGAT SCIENCE MAHILA COLLEGE should have an active IQAC team for quality assurance and continuous improvement of Institute. The NAAC has also proposed that every accredited institution should establish an IQAC as a post accreditation quality sustenance measure.

During September 2019, the NAAC have notified a revised guideline of IQAC and submission of Annual Quality Assurance Report (AQAR). As per the guidelines, the institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC compulsory.

A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation

In view of the above facts, it was proposed to create an Internal Quality Assurance Cell (IQAC) to meet the following objectives:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

In the preliminary meeting of the IQAC held on 05/02/2019, IQAC committee members are briefed about the IQAC functions and activities as per NAAC Guidelines, and peer team recommendation in their visit report.

In the deliberations that followed, the following unanimous decisions were taken:

- 1) The Director, IQAC was asked to prepare action plan for next year and achievement to be obtained.
- 2) The Director, IQAC was asked to prepare a draft plan of action to accomplish by the IQAC in the beginning of the year towards quality enhancement and the outcome to be achieved by the end of the year. The draft plan of action encompassing all the parameters prescribed by NAAC to be placed before the IQAC Committee in its next meeting for its consideration.
- 3) The members were asked to actively participate in IQAC activities and generate Annual Quality Assurance Report.

- 4) The Director, IQAC was asked to prepare Vision, and Mission of SMT. D. H. KABARIYA ARTS, R. K. VAGHASIYA COMMERCE, AND U. B. BHAGAT SCIENCE MAHILA COLLEGE, subject centric to department after brainstorming with other members and managing committee.
- 5) The members opined to establish feedback system for other stake holders, and enhance mechanism for the quality enhancement to ensure the effective development of the curricula.
- 6) The members opined to encourage faculty members to actively participate in faculty development programs, seminars, symposia and conferences etc for effective development.
- 7) The members opined to think on value added courses for skill development of students.
- 8) The members decided to meet again to finalize action plan for next year. The meeting was concluded with thanks to the chair.

Director, IQAC

Principal

& Chairperson, IQAC

**SMT. D. H. KABARIYA ARTS, R. K.
VAGHASIYA COMMERCE, AND U. B.
BHAGAT SCIENCE MAHILA COLLEGE,
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Present IQAC Committee Members

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Mr. Mansukh Dhanani, Managing Director	Member
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Mr. Dipak Vyas, Assi. Professor	Member
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