

Smt A P Patel Arts & Late Shri N P Patel Commerce College, Ahmedabad

Minutes of the First IQAC Meeting of the Academic Year 2019-20

The First IQAC Meeting of the Academic Year 2019-20 was held on Saturday, June 29, 2019 at 11.30 am, with Dr. Ramesh Chaudhari, the head of the Institution as the Chair, in the Principal's Chamber to discuss the following agenda;

- 1) Reading out of the Minutes of the last IQAR meeting that was held on Saturday, December 29, 2018.
- 2) Presentation of the Academic Report and review of the Results of the Academic Year 2018-19.
- 3) To present the Roadmap and Academic Calendar for the Year 2019-20.
- 4) To take stock of the use of ICT in Teaching and Learning during last year.
- 5) To consider steps for Quality Enhancement and collaborative activities.
- 6) To consider steps for engagement of the Alumni and Parents' Association.
- 7) To consider the state of the equal opportunities in the Institution.
- 8) Any other point raised by members during the meeting with the consent of the chair.

In Attendance

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| 1) Dr. Ramesh J. Chaudhary | - | Chairman |
| 2) Shri Jagdish V. Anerao | - | Co-ordinator |
| 3) Dr. Manjula Viradiya | - | Faculty |
| 4) Dr. Parul Patel | - | Faculty |
| 5) Dr. Kanubhai Patel | - | Faculty |
| 6) Shri. Punambhai Patel | - | Representative of the Management |
| 7) Dr. Hasmukh Prajapati | - | NGO |
| 8) Aditiba D. Gohil | - | GS, Students Council |
| 9) Arunaben Prajapati | - | Representative of the Alumni |
| 10) Shri Lalbhai Patel | - | Stakeholder |
| 11) Shri Alkeshbhai Patel | - | OS, Admin Office |

Minutes

- 1) Dr. Ramesh J. Chaudhary, the head of the Institution, welcomed all the IQAC members after which Shri Jagdish V. Anerao, Co-ordinator, IQAC read out the Minutes of the last IQAC Meeting held on December 29, 2018.
- 2) Appraising the members about various activities to be undertaken during the last Academic Year, Dr. Chaudhary presented the Annual Report of the Institution for the Academic Year 2019-20 for consideration and approval. After a brief discussion, the IQAC expressed satisfaction over the curricular, co-curricular and extensive activities undertaken during the year and the available University Examination results. He highlighted the activities of the initiatives of the **Students Counselling Cell and Eco Club** started last year (in 2018-19) at the suggestion of the IQAC. He also apprised about the excellent performance of the **Star Batch** students scored first class marks in their BA Sem-4 University examinations held in April 2019. He informed that 25 BA Sem-5 students were inducted in the 2019-20 **Star Batch** of the Hindi department. He also informed about the National Seminars organized by various Departments and an International Conference organized by the Physical Education Department last year.

- 3) Dr. Chaudhary presented the Academic Calendars of the University and Institution for the Year 2019-20. He informed the IQAC that the Institutional Examinations were held and the results thereof uploaded on the Institutional website strictly as per the Calendar last year and assured that the same would continue during the current academic year.
- 4) Assuring the members about the continuation of the extensive use of the ICT in Teaching and Learning in the Institution, Dr. Chaudhary said that the overall comprehension, participation and attendance of the students had increased. He informed the members that the students were encouraged to explore the e-resources. **He accepted the suggestion of creating a Smart Classroom in the Institution.**
- 5) With regard to the strategy of quality enhancement, Dr. Chaudhary informed the IQAC that the active participation of the faculty in FDPs, seminars and workshops, felicitation of the meritorious students with cash and kinds and departmental events including Expert's Lectures, Study Tours and competitions. He assured that these initiatives would take place during the year 2018-19 too. The IQAC **suggestion to the Departments to hold at least two co-curriculum activities as well as to encourage the students to participate in extra curriculum activities** for better exposure, value addition and quality enhancement was accepted. Briefing about the **collaborative value addition programs** for employability and skill development, he assured that the co-operative training program and a workshop on Manuscriptology would be held in the year 2019-20 also.
- 6) Briefing about the engagement of the Alumni and Parents' Association, Dr. Chaudhary informed the meeting that the Alumni had guided the students for the Gujarat University Youth festival and organized a Career guidance program last year and added that in 2019-20 also **the services of the Alumni and Parents' Association would be availed for training and career counselling.**
- 7) Briefing about the point of equal opportunities, Dr. Chaudhary informed that all the students could use all the facilities without any discrimination of their caste or gender and that the students' wall magazine *Navonmesh* had also received a warm response from all students irrespective of their caste or gender last year. The functioning of the CWDC, SC-ST Cell, Anti-ragging Cells and Students Redressal System to ensure equal opportunities to all the stakeholders was also discussed. The IQAC expressed pleasure that no cases of discrimination on the basis of caste, class, creed or gender occurred during the year and all stakeholders enjoyed equitable opportunities and access to all the facilities in the Institution.
- 8) In the end, the suggestion of **installing the Fire Safety and CCTV surveillance systems** for the safety and security of the students was discussed and accepted. Having discussed and considered all the agenda and with no new points raised and having decided to meet again in the second term, the Meeting was concluded after Jagdish V. Anerao, the IQAC Co-ordinator, proposed the Vote of Thanks.

Date: June 29, 2019.

Jagdish V. Anerao
Co-ordinator, IQAC

Dr. Ramesh Chaudhari
Chairman, IQAC