

IQAC

Meetings

&

Resolutions

Year: 2016-17



1st Meeting



Date: 15/06/2016

Minutes of the 1st meeting at the IQAC Committee held at the Principal Office on 18th June, 2016 at 12:30pm Under the Chairmanship of the I/C Principal.

The following members were present in the meeting.

- 1) Prof. K.B. Patel (I/C Principal & Chairman of IQAC) *K.B. Patel*
- 2) Prof. B.J. Chaudhari – Co-Ordinator *B.J. Chaudhari*
- 3) Prof. B.H. Chaudhari *B.H. Chaudhari*
- 4) Prof. K.D. Rathwa *K.D. Rathwa*
- 5) Prof. D.J. Vaghela *D.J. Vaghela*
- 6) Prof. V.M. Parmar *V.M. Parmar*
- 7) Prof. S.P. Prajapati *S.P. Prajapati*
- 8) Prof. Dr. R.K. Patel *R.K. Patel*
- 9) Mr. Girish Kapadiya *Girish Kapadiya*
- 10) Shri. Jasmin Devi *Jasmin Devi*
- 11) Shri. Nathubhai Soni *Nathubhai Soni*
- 12) Mr. Haresh Bhrambhatt *Haresh Bhrambhatt*
- 13) Mr. Hitesh Parmar *Hitesh Parmar*
- 14) Ms. Khushbu Prajapati *Khushbu Prajapati*

Absent members:

- 1) Shri. Mohanbhai Desai
- 2) Mr. Haresh Bhrambhatt
- 3) Mr. Hitesh Parmar

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

Resolutions:-

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

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

2. Regarding the arrangement of a farewell function of recently retired Principal Shri. R.H. Chaudhari. The following matters have been discussed in the meeting:

Respected Principal Shri. R.H. Chaudhari was retired from service on 14th June 2016. The IQAC committee plans to arrange a farewell functions. The committee also suggests to offer him a letter of honour and a memento for his excellent performance as an academicism. IQAC also proposes to organize this farewell function in present of eminent academicians, managing Trustees and dignitaries from Govt. and University.

It is unanimously resolved hereby that the farewell function of Principal R.H. Chaudhari will be organized in the last-week of July 2016. The organizing committee, in co-operation with Trustees will manage the entire programme and will perform the programme-related functions.

3. To welcome new appointed I/C Principal Prof. K.B. Patel.

All committee members heartily welcome Prof. K.B. Patel and resolved that we all co-operate him whole heartedly during his term and it is unanimously resolved that our Kelavani Mandal has appointed Prof. K.B. Patel as a I/C Principal of the College so it is necessary that a welcome functions be arrange at the time of Induction Programmers for fresh students.

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

The committee discussed on the AQAR report for the year 2015-16 and suggested to add a few programmes and then submit it before 31st Aug. 2016.

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

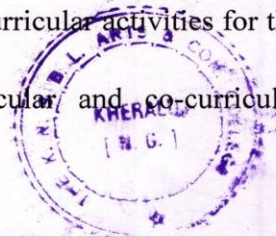
5. To evaluate the University results of the year 2015-16.

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. V.M. Parmar be assigned the work of tracing the weaker sections in the results and a report regarding it be presented within a week.

6. 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 diagnostics tests, syllabi and assignment be made and put forth before the I/C Principal within a week.

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

7. To discuss about the planning of the cultural, sports and extension activities will be held in the institution during the entire year.

The committee expressed satisfaction at the timely completion of the NSS Camp and Saphthdharma activities completed in the last year.

It was unanimously resolved that tournament of kabbadi of inter class will be held so we can find outstanding players and also resolved that all saphthadhara activities will be organized in college during the year.

8. To start new Certificate Course on Soft Skills and Personality Development in college.

The committee discussed in detail about the new course and it was unanimously resolved that for the benefit of our students this course will be implemented this year and also resolved that Prof.K D Rathava and Prof. S P Prajapati will be the coordinators of this course.

9. To discuss about the planning for the FDP programs.

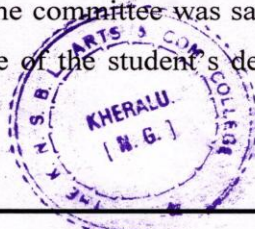
The committee discussed about different FDP Programs.

It was unanimously resolved that the faculties will be promoted to take part in FDP organized by the Knowledge consortium Gujarat and also resolved that a short term FDP on computer skill will be organized in college for non-teaching staff.

It was unanimously resolved that D/L, TA and Delegation fees be given to the faculties as an incentive so that they may participate in the Seminars, Conferences and the workshop on FDP.

10. To review the feedback of the year 2015-16 :

The committee discussed about the feedback of faculties, students and the institution as a whole. The committee was satisfied with the faculties' feedback. The committee took note of the student's 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.

11.To plan for the activities and program regarding career counseling and “Employment Opportunities”.

The committee discussed that we have regularly organized programmes by “Career Counseling Cell” and we have also arrange expert lectures at least twice a year and guide our students for their career.

It was unanimously resolved that all necessary programmes and expert lectures will be organized during this year to increase the employment possibilities and opportunities of the students.

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

None.

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

Date : 18/06/2016

Place : Kheralu



K. M. Bhat
I/C Principal
In Charge Principal
The KNSBI Arts &
Commerce College
Kheralu



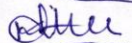





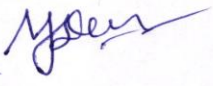


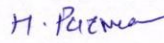
2nd Meeting



Date: 28/09/2016

Minutes of the 2nd meeting of the IQAC Committee held at the Principal Office on the 4th October, 2016 at 12:30pm Under the Chairmanship of the I/C Principal.

The following members were present in the meeting.

- 1) Prof. K.B. Patel (I/C Principal & Chairman of IQAC)
- 2) Prof. B.J. Chaudhari – Co-Ordinator 
- 3) Prof. B.H. Chaudhari (Member) 
- 4) Prof. K.D. Rathwa (Member) 
- 5) Prof. V.M. Parmar (Member) 
- 6) Prof. S.P. Prajapati (Member) 
- 7) Prof. R.K. Patel (Member) 
- 8) Mr. Girish Kapadiya (Member) 
- 9) Shri. Jasmin Devi (Member) 
- 10) Shri. Mohanbhai Desai (Management Rep.) 
- 11) Shri. Nathubhai Soni (Parents Asso.) 
- 12) Mr. Haresh Bhrambhatt (Student Alumni) 
- 13) Mr. Hitesh Parmar (Student Rep.) 

Absent Members:

- 1) Prof. B.H. Chaudhari
- 2) Prof. D.J. Vaghela
- 3) Ms. Khushbu Prajapati

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

Resolutions:-

1. To read the proceeding of the last meeting and get approval.
The minutes of the last meeting were read over and confirmed.
2. To arrange farewell function of Prof. K.A. Patel (Asso. Prof) Depart of English to be Voluntary retired.

Prof. K.A. Patel has already resigned voluntarily from this institution. He is going to retire on 30th September 2016. The IQAC committee plans to arrange a farewell function on his voluntarily retirement. The committee also suggest to offer him a letter of appreciation and a memento for his brilliant performance as a teacher and rendering sincere duties as N.C.C. caretaker and N.S.S. programme officer in this institution.

After good discussion it is unanimously resolved hereby that the farewell function of Prof. K.A. Patel will be organized in college function. The organizing committee will perform all the programme, relevant duties and manage the entire program.

3. 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.

4. To seek N.O.C. from the office of the commissioner of Higher Education, Gandhinagar to fill the vacant post of permanent principal.

The member of the IQAC resolved that the administrative department of the college should write to the commissioner of Higher Education with all necessary document for seeking N.O.C. to fill the vacant post of principal, Shri. Jasmin Devi and Shri. V.M. Bhavsar be authorized to communicate with CHE, Gandhinagar regarding NOC.

5. To review the cultural and extension activities completed by the institution.

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

It was unanimously resolved that co-curricular activities / programmes be organized after the completion by two period and that the cultural, sports and extension activities be organized after the completion of 3rd period.

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

None.

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

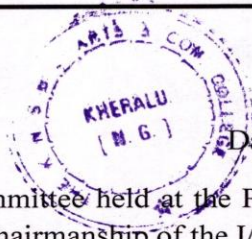
Date : 04/10/2016

Place : Kheralu



Laxmibate
I/C Principal
In Charge Principal
The K N S B I Arts &
Commerce College
Kheralu



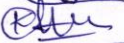

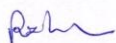




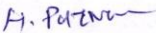
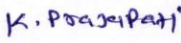
3rd Meeting



Date: 24/12/2016

Minutes of the 3rd meeting of the IQAC Committee held at the Principal Office on the 31st December, 2016 at 12:00pm Under the Chairmanship of the I/C Principal.

The following members were present in the meeting.

- 1) Prof. K.B. Patel (I/C Principal & Chairman of IQAC)
- 2) Prof. B.J. Chaudhari – Co-Ordinator 
- 3) Prof. B.H. Chaudhari (Member) 
- 4) Prof. K.D. Rathwa (Member) 
- 5) Prof. V.M. Parmar (Member) 
- 6) Prof. R.K. Patel (Member) 
- 7) Mr. Girish Kapadiya (Member) 
- 8) Shri. Jasmin Devi (Member) 
- 9) Shri. Mohanbhai Desai (Management Rep.) 
- 10) Shri. Nathubhai Soni (Parents Asso.) 
- 11) Mr. Hitesh Parmar (Student Rep.) 
- 12) Ms. Khushbu Prajapati (Student Rep. Girls) 

Absent members:

- 1) Prof. D.J. Vaghela
- 2) Prof. S.P. Prajapati
- 3) Mr. Haresh Bhrambhatt

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

Resolutions:-

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 evaluate the results of the internal examinations.
The results of the Arts and Commerce (UG) and M.A. (English & Gujarati (PG)) were presented before the committee. The committee expressed concern over the weak results in the subjects of English and Commerce faculty.

It was unanimously resolved that the concrete plan be prepared to improve the results in the subjects of commerce and English be made and submitted to the I/C Principal within a week.

3. To review the cultural, sports and extension activities performed by the institution.

The committee expressed satisfaction over the timely completion of the programs and activities of Saptadhara, Extension and sports.

4. To discuss about the planning of the meeting of the Alumni Association and Parents Association.

The committee discussed about the planning of the meeting of the Alumni Association and Parents Association in detail.

It was unanimously resolved the meeting of both the Associations be arranged in the month of April-2017 on any Public Holiday.

5. To discuss about the AISHE report.

The committee expressed satisfaction over the timely completion and uploaded data on AISHE Portal.

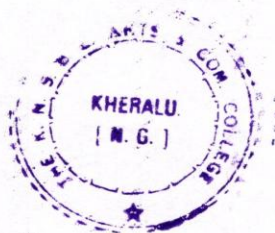
6. Any other matter with the permission of the chair.

None.

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

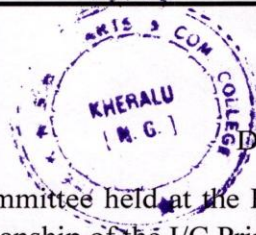
Date : 31/12/2016

Place : Kheralu



L. Anasath
I/C Principal
Charge Principal
The KNSBI Arts &
Commerce College
Kheralu

4th Meeting



Date: 12/04/2017

Minutes of the 4th meeting of the IQAC Committee held at the Principal Office on the 18th April, 2017 at 1:00pm Under the Chairmanship of the I/C Principal.

The following members were present in the meeting.

- 1) Prof. K.B. Patel (I/C Principal & Chairman of IQAC) *K. B. Patel*
- 2) Prof. B.J. Chaudhari – Co-Ordinator *B. J. Chaudhari*
- 3) Prof. B.H. Chaudhari (Member) *B. H. Chaudhari*
- 4) Prof. K.D. Rathwa (Member) *K. D. Rathwa*
- 5) Prof. D.J. Vaghela (Member) *D. J. Vaghela*
- 6) Prof. S.P. Prajapati (Member) *S. P. Prajapati*
- 7) Prof. R.K. Patel (Member) *R. K. Patel*
- 8) Mr. Girish Kapadiya (Member) *G. Kapadiya*
- 9) Shri. Mohanbhai Desai (Management Rep.) *M. B. Desai*
- 10) Shri. Nathubhai Soni (Parents Asso.) *N. B. Soni*
- 11) Mr. Haresh Bhrambhatt (Student Alumni) *H. B. Bhrambhatt*
- 12) Mr. Hitesh Parmar (Student Rep.) *H. Parmar*
- 13) Ms. Khushbu Prajapati (Student Rep. Girls) *K. Prajapati*

Absent Members:

- 1) Shri. Jasmin Devi
- 2) Prof. V.M. Parmar

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

Resolutions:-

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 cultural, Sports and Co-Curricular activities performed by the institution during the entire year.
The committee expressed satisfaction over the timely completion of the saphadara programmes, extension activities and expert lectures.

It was unanimously resolved that the cultural and extension activities like De addiction rally be arranged in the village areas and on public places with special message.

3. To review the present condition of the library.

The committee was satisfied to take note that the library was enriched by adding new 900 books worth Rs. 1.35 Lack.

4. To discuss about the planning of taking the feedback (2016-17) of the faculties and institution.

The committee discussed about the feedback (2016-17) of the faculties and institution.

It was unanimously resolved that IQAC member Mr. Girish Kapadiya be assigned the responsibility taking feedback of the faculties and institution for the year 2016-17.

5. To draft the AQAR report for this year 2016-17.

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

It was unanimously resolved that the responsibilities of preparing the AQAR report be assigned to Prof. B.J. Chaudhari, Prof. B.H. Chaudhari and Prof. K.D. Rathava.

6. 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 Prof. B.J. Chaudhari, Prof. B.H. Chaudhari, Prof. V.M. Parmar and Prof. Hiral Patel.

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

None.

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

Date : 18/04/2017

Place : Kheralu



[Handwritten Signature]
I/C Principal
Charge Principal
The K N S B I Arts &
Commerce College
Kheralu