

# Minutes of the Meeting of IQAC

**Date:** 15-06-2023

**Time:** 03:00 to 04:00

**Venue:** Principal Chamber

## **Agenda:**

- 1. Centralized Admission Process by Affiliated University**
- 2. NEP 2020 Implementation**

The meeting commenced at 03:00 with a welcome address by Dr. Himmat Bhalodiya, the Chairperson of the IQAC. The Chairperson expressed gratitude to all the members for attending the meeting and emphasized the importance of quality assurance in the institution.

## **Approval of Previous Meeting Minutes:**

The minutes of the previous IQAC meeting were reviewed and approved:

## **Action Taken Report:**

The Coordinator, Dr. Bhavesh Lakhani, presented the Action Taken Report on the decisions made during the previous meeting:

- Administrative processes like admission & fee collection were digitized.
- Utilization certificates were submitted for completed projects.
- New proposals were drafted for submission to funding agencies.

## **Minutes of the Meeting:**

### **Centralized Admission Process by Affiliated University**

#### **Discussion:**

- Members deliberated on the guidelines and framework shared by the affiliated university for the centralized admission process.
- Concerns were raised regarding the potential challenges, such as:
  - Coordination between college and the university.
  - Technical glitches in the online admission portal.
  - Communication with prospective students and parents during the process.
- Suggestions included:
  - Establishing a dedicated helpdesk for students and parents.
  - Providing training to admission committee members to understand the centralized system.

**Decisions:**

1. A liaison officer will be appointed to serve as the primary point of contact with the affiliated university.
2. A dedicated admission helpdesk will be established to handle queries and grievances from students and parents.
3. Training sessions will be organized for faculty and administrative staff to ensure smooth operation of the centralized system.
4. Regular updates and communication will be maintained with the university to address any technical or procedural issues promptly.

**NEP 2020 Implementation:****Discussion:**

Members discussed the key elements of NEP 2020, including the multidisciplinary approach, flexible curricula, and integration of vocational education. Suggestions included introducing new courses aligned with NEP 2020 guidelines and revising the existing curriculum to promote holistic education.

**Decision:** A task force will be created to:

- Identify priority areas for NEP implementation.
- Propose interdisciplinary programs and credit-based courses.
- Develop a roadmap for transitioning to a four-year undergraduate program, where applicable.
- Organize workshops to sensitize faculty and students about NEP 2020.

**Closing Remarks:**

The meeting concluded with a vote of thanks from Dr. Anand Acharya, thanking all members for their participation and contribution to the discussions.

**Members Present:**

1. Dr. Bahadursinh Vaghela
2. Dr. Anand Acharya
3. Dr. Gargi Shah
4. Dr. Bhavin Parmar
5. Prof. Bhavin Badiyani
6. Dr. Vinod Movaliya



**Dr. Bhavesh Lakhani**  
IOAC Coordinator



**Dr. Himmat Bhalodiya**  
Principal

# Minutes of the Meeting of IQAC

**Date:**08-07-2023

**Time:** 03:00 to 04:00

**Venue:** Principal Chamber

## **Agenda:**

- 1. Planning of National Seminar**
- 2. Student Orientation Program**

## **Approval of Previous Meeting Minutes:**

The minutes of the previous IQAC meeting were reviewed and approved:

## **Action Taken Report:**

The Coordinator, Dr. Bhavesh Lakhani, presented the Action Taken Report on the decisions made during the previous meeting:

- Workshops and orientation sessions on NEP 2020 were held for faculty members and students.
- Centralized admission process was successfully completed.

## **Minutes of the Meeting:**

### **Planning of National Seminar**

#### **Discussion:**

- Members proposed potential themes for the seminar focusing on interdisciplinary research and emerging trends.
- Suggestions were made to involve reputed resource persons and encourage participation from national and international institutions.
- Emphasis was placed on providing students and faculty a platform to present research papers.

#### **Decisions:**

1. The theme of "Suicide" was finalized.
2. A committee will be formed to coordinate with resource persons, manage logistics, and handle paper submissions.
3. A call for papers will be issued, and invitations will be sent to prominent academicians and researchers.

### **Student Orientation Program**

#### **Discussion:**

- The need for a comprehensive orientation program for newly admitted students was highlighted.
- Suggestions included sessions on academic regulations, extracurricular activities, and campus facilities.
- A focus on fostering inclusivity and providing guidance on university systems was emphasized.

**Decisions:**

1. A detailed orientation program will be drafted, including academic and extracurricular briefings.
2. Senior faculty will be invited to address the students.
3. Information booklets and guides will be distributed to the participants.

**Closing Remarks:**

The meeting concluded with a vote of thanks from Shri Bahadursinh Vaghela, thanking all members for their participation and contribution to the discussions.

**Members Present:**

1. Dr. Bahadursinh Vaghela
2. Dr. Vishnu Purohit
3. Dr. Anand Acharya
4. Dr. Gargi Shah
5. Dr. Bhavin Parmar
6. Prof. Bhavin Badiyani
7. Dr. Vinod Movaliya



**Dr. Bhavesh Lakhani**  
**IQAC Coordinator**



**Dr. Himmat Bhalodiya**  
**Principal**

# Minutes of the Meeting of IQAC

**Date:**16-10-2023

**Time:**03:00 to 04:00

**Venue:** Principal Chamber

## **Agenda:**

- 1. Discussion on the need for a Faculty Promotion Committee.**
- 2. Formation of the Committee and assignment of roles.**
- 3. Timeline for the promotion process.**

## **Approval of Previous Meeting Minutes:**

The minutes of the previous IQAC meeting held were reviewed and approved:

## **Action Taken Report:**

The Coordinator, Dr. Bhavesh Lakhani, presented the Action Taken Report on the decisions made during the previous meeting:

- Organized one-day national seminar on "Suicide: Socio-Scientific Perspective" by Departments of Social Sciences on 05th August, 2023 for research scholars.
- Conducted Student Induction Programme Praveshotshav-2023 was held for first-year UG and PG students on August 23, 2023

## **Minutes of the Meeting:**

### **Discussion on Need for Faculty Promotion Committee**

The Chairperson emphasized the importance of forming a dedicated committee to manage faculty promotions in a transparent, systematic, and fair manner. The committee will help ensure that promotions are aligned with the institution's goals and follow all regulatory guidelines.

### **Formation of the Faculty Promotion Committee**

The following individuals were nominated and agreed upon for the Faculty Promotion Committee:

Dr. Himmat Bhalodiya - Chairperson

Dr. Bhavesh Lakhani – IQAC Coordinator

Shri Bahadursinh Vaghela - Member

Smt. Smita Jain – Member

Dr. Anand Acharya – Member

The members were selected based on their experience, expertise, and involvement in faculty development and academic governance.

## **Terms of Reference and Responsibilities**

The committee will have the following responsibilities:

**Evaluation of Faculty Performance:** Review faculty performance based on teaching effectiveness, research contributions, academic qualifications, and other relevant criteria.

**Promotion Criteria Review:** Ensure adherence to institutional, UGC, and other regulatory bodies' guidelines in promotion decisions.

**Recommendation for Promotions:** Shortlist faculty members for promotion based on the committee's evaluation.

**Confidentiality:** Maintain confidentiality throughout the process to ensure fairness and transparency.

**Periodic Reporting:** Provide regular updates to the IQAC and institutional authorities regarding the promotion process.

The committee will meet periodically to review applications, evaluate faculty performance, and recommend promotions based on merit.

## **Timeline for Promotion Process**

A tentative timeline was discussed for the promotion process:

### **Closing Remarks:**

The meeting concluded with a vote of thanks from Dr. Bhavin Badiyani, thanking all members for their participation and contribution to the discussions.

### **Members Present:**

8. Dr. Bahadursinh Vaghela
9. Dr. Anand Acharya
10. Dr. Gargi Shah
11. Dr. Bhavin Parmar
12. Prof. Bhavin Badiyani
13. Dr. Vinod Movaliya



**Dr. Bhavesh Lakhani**  
**IQAC Coordinator**



**Dr. Himmat Bhalodiya**  
**Principal**

# Minutes of the Meeting of IQAC

**Date:**08-02-2024

**Time:** 03:00 to 04:00

**Venue:** Principal Chamber

## Agenda:

1. Planning of National Seminar
2. Promotion of various certificate courses in the next academic year

## Approval of Previous Meeting Minutes:

The minutes of the previous IQAC meeting were reviewed and approved:

## Action Taken Report:

The Coordinator, Dr. Bhavesh Lakhani, presented the Action Taken Report on the decisions made during the previous meeting:

- CAS files of following faculties were scrutinized and forwarded to CAS committee, Commissionerate of higher education.

Sr. No.	Name of the Faculty	Department	Academic Level to Academic Level	Date of Promotion
1	Dr. Sandip sanchala	Sociology	10 to 11	10-01-2019
2	Prof. Bhavin Badiyani	Accountancy	10 to 11	21-02-2020
3	Dr. Vijay Patel	History	10 to 11	04-07-2022
4	Dr. Farhana Diwan	Gujarati	10 to 11	21-04-2022
5	Dr. Ijan Vaidya	Commerce	10 to 11	13-07-2019
6	Dr. Nehal Pandya	Sanskrit	11 to 12	27-09-2022
7	Dr. Shivang Bhavsar	Hindi	11 to 12	21-01-2023
8	Dr. Bhavin Parmar	History	11 to 12	27-01-2023
9	Dr. Vinod Movaliya	Accountancy	11 to 12	25-02-2023
10	Dr. Nirali Shah	Accountancy	11 to 12	25-02-2023

## **Minutes of the Meeting:**

### **Discussion:**

- Members proposed potential themes for the seminar focusing on interdisciplinary research and emerging trends.
- Suggestions were made to involve reputed resource persons and encourage participation from national and international institutions.
- Emphasis was placed on providing students and faculty a platform to present and publish research papers.
- Focusing on advance learners, the members discussed to offer certificate courses in the next year.

### **Decisions:**

3. Multidisciplinary theme of “Digital Humanities” is finalized for the one-day national seminar.
4. A committee will be formed to coordinate with resource persons, manage logistics, and handle paper submissions.
5. A call for papers will be issued, and invitations will be sent to prominent academicians and researchers.
6. The members proposed to promote certificate courses to be offered by the departments of the institute in the next academic year.

### **Closing Remarks:**

The meeting concluded with a vote of thanks from Shri Bahadursinh Vaghela, thanking all members for their participation and contribution to the discussions.

### **Members Present:**

14. Dr. Bahadursinh Vaghela
15. Dr. Vishnu Purohit
16. Dr. Anand Acharya
17. Dr. Gargi Shah
18. Dr. Bhavin Parmar
19. Prof. Bhavin Badiyani
20. Dr. Vinod Movaliya



**Dr. Bhavesh Lakhani**  
**IQAC Coordinator**



**Dr. Himmat Bhalodiya**  
**Principal**