



Sarva Vidyalaya Kelavani Mandal's

Pramukh Swami Science and H D Patel Arts College, Kadi

NAAC Accredited : Grade A (CGPA 3.20) | College with Potential for Excellence (CPE) - Awarded by UGC
AAA Rank 1 - Awarded by Government of Gujarat

MINUTES OF THE 4th QUARTERLY INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING OF THE ACADEMIC YEAR 2017-18, PRAMUKH SWAMI SCIENCE AND H. D. PATEL ARTS COLLEGE, KADI HELD ON APRIL 21, 2018 AT 08-00 A.M. AT BOARD ROOM, CENTRAL OFFICE, SVKM, S.V.CAMPUS, KADI.

The 4th Quarterly meeting of the **Internal Quality Assurance Cell (IQAC)** of Pramukh Swami Science and H. D. Patel Arts College, Kadi, was scheduled on **Saturday, April 21, 2018, at 08:00 am** at Board Room, Central Office, SVKM, Kadi. The agenda for the meeting was as mentioned below.

1. Presentation by IQAC Coordinator
2. Department presentations _ Biotechnology, English and Pharmaceutical Chemistry
3. Prepare application for DDU KAUSHAL Kendra
4. Development Report for NAAC 3rd Cycle Accreditation & Assessment
5. Composition of NAAC steering committee
6. To present new initiatives for next academic year.

The following members were present:

- | | |
|------------------------------|--|
| 1. Hon. Vallabhchai Patel | - Chairman, SVKM, Kadi |
| 2. Hon. Arvindbhai Patel | - President, College Governing Body |
| 3. Dr. Vitthalbhai A. Patel | - Vice president, College Governing Body |
| 4. Mr. D.J. Patel | - member, College Governing Body |
| 5. Dr Rambhai Patel | - Local Society Members |
| 6. Mr. Khodbhai H. Patel | - Local Society Members |
| 7. Principal Dr. Ajay S. Gor | - Chairperson, IQAC |
| 8. Dr. Anand H. Vyas | - Vice Principal & Coordinator, IQAC |
| 9. Dr Minal Trivedi | - Nodal Officer, Community College |
| 10. Shri Navinbhai Patel | - Alumni |
| 11. Shri Kiritbhai Patel | - Alumni |
| 12. Dr Z.F.Thakor | - PG In charge- Science |
| 13. Dr B.S.Patel | - PG In charge- Arts |
| 14. Mr. C. V. Patel | - Faculty Members |
| 15. Mr. A.V. Patel | - Faculty Members |
| 16. Mr. C.A. Patel | - Faculty Members |

Sarva Vidyalaya Campus, b/h. Railway Station, Kadi - 382 715 (Gujarat)

Phone : (02764) 262634 • Website : www.psshda.org • e-mail : mail@psshda.org

17. Dr Kamlesh Shah	- Faculty Members
18. Dr. M.J. Joshi	- Faculty Members
19. Dr. P.P. Patel	- Faculty Members
20. Dr N.J.Parikh	- Faculty Members
21. Dr Alpa Jani	- Faculty Members
22. Mr Diyaj Kalathiya	- Faculty Members
23. Mr Ruchita Patel	- Faculty Members
24. Mr Dipeshbhai Patel	- Administrative Staff member
25. Ms Khyati Chavada	- Student Representative
26. Ms Vishwa Patel	- Student Representative


The following points were discussed:

1. Report regarding the development of the college has been presented by Dr Anand Vyas, Coordinator, IQAC which was appreciated by the committee members.
2. College IQAC suggested following new initiatives for academic year 2018-19
 - I. Organization of state level event for IPR and science and technology.
 - II. Composition of IPR cell at college level
 - III. To prepare SSIP proposal and develop start-up cell at college level
 - IV. To prepare report for NAAC
 - V. To start Finishing school
 - VI. To start PG programs in vocational education
 - VII. To participate in 'Swachh Bharat Summer Internship' program of Govt. of India
 - VIII. To participate in various ranking like NIRF and India Today ranking
3. The Academic Activities of the three Departments _ Dept. of English jointly presented by Dr Alpa Jani, Dept. of Biotechnology by Dr Kamlesh Shah, & Dept. of Pharmaceutical Chemistry by Ms Ruchita Patel were in detail presented.
4. Committee gave rights to principal for the establishment of NAAC steering committee.
5. Chairman of Sarva Vidyalaya Kelavani Mandal, Shri Vallabhbbhai Patel made the following suggestions:
 1. He greeted the college and the staff for the successful 89th All India Rank in UNNAT BHARAT ABHIYAN 2018.

2. He made the observation that the two UGC Experts visit of the Campus and their suggestions during CPE Advisory Committee Meeting could be of a great use and beneficial for NAAC Assessment.
3. He also appreciated the idea of implementation of Mentorship Project which is now proposed by NAAC in the New Format of Assessment. In accordance, he made the following suggestions:
 - I. Establish Strong students' connection
 - II. Identify Students' Socio-economic problems and possible solutions
 - III. Students' attendance and participation in college activities must be at the core; for this Mentorship can be the most effective tool.
 - IV. Identify irregular students, bring them to Trust observation to provide them with Socio-academic Counseling.
 - V. Advance announcement of Annual Academic & Co-curricular Activity Calendar
 - VI. Organize Department wise Alumni Meets
4. On request of Dr Anand Vyas, Vice principal & IQAC Coordinator, Hon. Chairman Sir made the following appointments for effective implementation of Quality Parameters.
 - I. Dr Ramesh Parmar : Co-coordinator, IQAC
 - II. Dr B.S.Patel : Faculty In-charge, Arts Faculty
 - III. Dr M.J.Joshi : Coordinator, SAPTADHARA
5. He made special remarks regarding the preparations for NAAC Assessment:
 - I. Distribution of NAAC responsibilities among Department Heads
 - II. Faculty In-charge should create a repo among the departments and faculty members and students to work for Data Collection, students' Attendance, Discipline and Academic Performance.
 - III. HoDs must actively participate for work acknowledgement, coordination of College responsibilities and activities.
 - IV. HoDs' particular responsibility is to structuralize Alumni Data: Detailed Data-Bank for NAAC as well as for SVKM Trust Centenary Celebration in 2018-19.
 - V. SVKM Trust will contribute for the Updating Activities of College, Faculty members as well as students.
 - VI. He congratulated principal and staff members for all IQAC initiatives of the entire academic year.
6. Dr Ajay Gor, Principal, made the suggestion for Arts Faculty members to translate their Research Papers in English to get them published in UGC approved ISSN impact factor journals.

7. As per the CPE Advisory Committee suggestions, Dr Gor proposed to organize Inter disciplinary and Departmental FDPs at College level.
8. Hon. Kiritbhai Patel, Alumni and Industrialist shared his own story how he boost up confidence and self expression by addressing various international delegations and he made the suggestion to do the same with current college students for their better industry-academia exposure and professional career.

The meeting ended with a Vote of Thanks by Dr Anand Vyas, coordinator, IQAC to the Chair.


Dr Anand Vyas
Coordinator, IQAC




Dr Ajay Gor
Principal & Chairman, IQAC

Principal
P. S. Science & H. D. Patel
Art's C

Action taken report

Initiative proposed	Action taken
To organize National Conferences on Environmental Conservation: Micro-biotechnological methods to combat global issues	Organized National Conferences on Environmental Conservation: Micro-biotechnological methods to combat global issues
To organize National Seminar on New Methodology of NAAC	Organized National Seminar on New Methodology of NAAC
To organize State Level Workshop by Physics department	Organized 2 days State Level Workshop on electronic circuits and quantum mechanics
To accomplish Green Audit	Green Audit of the institute has been carried out
To apply for NIRF 2018	Submitted data for NIRF ranking
Preparation of Report for Participation in 'India Today Ranking -2018'	Submitted report for participation in India Today Ranking

[Handwritten signature]



[Handwritten signature]

Principal
P. S. Science & H. D. Patel
Arts College, VADOD, GUJ.