



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 2018-19, PRAMUKH SWAMI SCIENCE AND H. D. PATEL ARTS COLLEGE, KADI WAS HELD ON APRIL 27, 2019 AT 03:00 PM AT LANGUAGE LABORATORY , COLLEGE PREMISES, KADI.

The agenda for the meeting is as mentioned below.

1. Presentation by IQAC Coordinator
2. Department presentations _ English, Biotechnology & Pharmaceutical Chemistry.
3. Documentation regarding NAAC.
4. Final Submission preparations of DVV.
5. Any other matter from the chairman's desk.

Following members remained present:

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| 1 | Hon. Vallabhbai Patel | Chairman, SVKM, Kadi |
| 2 | Hon. Arvindbhai Patel | Chairman, College Governing Body |
| 3 | Dr. Vitthalbhai A. Patel | Representative of the College Governing Body |
| 4 | Mr. D.J. Patel | Vice-chairman, CGB |
| 5 | Dr Ramanbhai Patel | Secretary, CGB |
| 6 | Shri Jagdishbhai Patel | Secretary, CGB |
| 7 | Mr. Khodbhai H. Patel | Local Society Members |
| 8 | Principal Dr. Ajay S. Gor | Chairperson, IQAC |
| 9 | Dr. Anand H. Vyas | Vice Principal & Coordinator, IQAC |
| 10 | Dr Minal Trivedi | Nodal Officer, B.Voc. |
| 11 | Shri Tapan Patel | Alumni |
| 12 | Shri Kiritbhai Patel | Alumni |
| 13 | Dr Z.F.Thakor | PG In charge- Science |
| 14 | Dr B.S.Patel | PG In charge- Arts |
| 15 | Mr. C. V. Patel | Faculty Members |
| 16 | Mr. A.V. Patel | Faculty Members |
| 17 | Mr. C.A. Patel | Faculty Members |
| 18 | Dr Kamlesh Shah | Faculty Members |
| 19 | Dr. M.J. Joshi | Faculty Members |
| 20 | Dr. P.P. Patel | Faculty Members |
| 21 | Dr N.J.Parikh | Faculty Members |
| 22 | Dr Alpa Jani | Faculty Members |
| 23 | Mr Diyaj Kalathiya | Faculty Members |
| 24 | Dr Shraddha Trivedi | Faculty Members |
| 25 | Ms Ruchita Patel | Faculty Members |
| 26 | Mr Dharmesh Patel | Faculty Members |
| 27 | Mr. Harikrishna Patel | Librarian |

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| 28 | Mr Kalubhai Patel | Administrative Staff Member |
| 29 | Mr Savan Patel | Students' Representative |
| 30 | Ms Vaibhavi Parikh | Students' Representative |

The following points were discussed during the meeting:

1. Dr Anand Vyas, as an IQAC Coordinator, read the general development report of the college.
2. Dr Ajay Gor, Principal, made the suggestions to submit all the following documents regarding NAAC by April 20, 2019:
 - I. All Dept. Documents e.g. Assignments, Projects, Internship, Placement, Mentor Files, Faculty Publication, Self-appraisal Reports etc must be submitted to IQAC.
 - II. PPTs of Dept. Progress Report of Five Years for NAAC must be submitted to IQAC.
 - III. During vacation, on every Saturday, all Faculty Members will gather for NAAC Criteria wise Presentations and Dept Presentations to get a holistic view of the academic progression of the college.
 - IV. All mentors must remain in contact with their mentees through email for Student Satisfaction Survey to acquaint the students to access their emails regularly as a part of NAAC procedure.
3. Hon. Vallabhbai Patel, the Chairman, SVKM, Kadi also made the following observations:
 - I. Placement Cell must remain in contact with the college alumni for NAAC visit.
 - II. All depts must share their Infrastructural modifications and requirements for NAAC visit.
 - III. He appreciated the idea to meet during vacation for Final NAAC Presentation.

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



Dr Ajay S. Gor
Principal, Chairman of IQAC

Principal
P. S. Science & H. D. Patel
Art's College KADI (N.G.)

