



ANAND COMMERCE COLLEGE

(Managed by Shri Ramkrishna Seva Mandal)

Opp. Town Hall, ANAND – 388 001, Gujarat State, India.

Ph.: (02692) (O) 250769

NAAC ACCREDITED 'B++' GRADE

Dr. V. M. VANAR

Principal

Academic Year 2022-23

Internal Quality Assurance Cell (IQAC)

Minutes of meeting of IQAC for the academic year 2022-23 held on Friday, April 28, 2023 at 12:00 Noon.

A meeting of IQAC members was held on Friday, 28/04/2023 at 12:00 Noon in Principal's Chamber. The meeting commenced with welcome speech by IQAC Chairman Dr. V. M. Vanar.


The Following Points were discussed during the meeting.

Anand Commerce College		
Minutes of IQAC Meeting held on 28 th April, 2023.		
2022-23		28-04-2023
No of Minutes	Subject of Minutes	Details of Minutes
1	To discuss about previous IQAC meeting preceding.	The primary agenda of this meeting is to review and discuss the proceedings of the previous IQAC meeting held. The attendees reviewed the action items from the previous IQAC meeting and discussed the status of each item.
2	To discuss about Academic Planning & Work Distribution.	The primary objective of this meeting is to collect academic planning from all teaching staff for next academic year 2023-24 for preparing academic calendar. Work is also distributed for NAAC 3 rd Cycle.
3	To demonstrate LMS of College	An introduction to the College Learning Management System (LMS), emphasizing its role in facilitating online education and enhancing the learning experience was held. Attendees were guided through the user interface of the LMS, including how to navigate the platform effectively.
4	To decide mechanism for collecting feedback from Stakeholders for academic year 2022-23.	A proposal for the mechanism to collect stakeholder feedback for the upcoming academic year 2022-23 was presented to the attendees. Attendees engaged in a discussion to provide feedback, suggestions, and concerns regarding the proposed feedback collection mechanism. An implementation plan was outlined, detailing the steps and actions required to put the chosen mechanism into practice.



5	To discuss about Man power requirement & to fill vacant position.	A discussion was held to review the current and future manpower requirements of the organization. Chairman Dr. V. M. Vanar proposed to fill the vacant seats as per the procedure of Government of Gujarat.
6	To Participate in State & National level Ranking Framework	To know the institute position in this competitive era GSIRF Coordinator Dr. Brijesh Valand & NIRF coordinator Dr. Prashant Patel Proposed to register in State & National level Ranking Framework GSIRF & NIRF. They briefed about the ranking framework and how to register & participate in this.
7	To Install Solar Panel	Our Alumni Kalpesh Patel recommended to Install Solar Panel to save electricity of the institute. Committee discussed about cost of Installation of Solar panel & benefits received from them.
8	To conduct Social, Library & ISO Audit	To sustain Social Responsibility Chairman Dr. V. M. Vanar proposed to conduct Social, Library & ISO Audit. Dr. Vanar also explain framework and criteria of audit and distributed the work to the faculties.
9	To Start College Newsletter	Newsletter & Magazine committee Coordinator & Member Dr. Kajal B. Rao & Dr. Nikunj Buntariya recommended to start College Newsletter. Faculty also explained about contain, benefits and time period of the Newsletter.

Date: 1/05/2023
Place: Anand


Dr. V. M. Vanar
Principal & IQAC Chairman





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Minutes of meeting of IQAC for the academic year 2022-23 held on Wednesday, December 28, 2022 at 12:00 Noon.

A meeting of IQAC members was held on Wednesday, 28/12/2022 at 12:00 Noon in Principal's Chamber. The meeting commenced with welcome speech by IQAC Chairman Dr. V. M. Vanar.

The Following Points were discussed during the meeting.

Anand Commerce College		
Minutes of IQAC Meeting held on 28 th December, 2022.		
2022-23		28-12-2022
No of Minutes	Subject of Minutes	Details of Minutes
1	To discuss about previous IQAC meeting preceding.	The primary agenda of this meeting is to review and discuss the proceedings of the previous IQAC meeting held. The attendees reviewed the action items from the previous IQAC meeting and discussed the status of each item.
2	To orient newly recruited staff members.	Newly recruited staff members were provided with an overview of the institution, including its history, mission, and vision by Chairman Dr. V. M. Vanar. The institutional policies, including HR policies, code of conduct, and safety procedures, were explained to the new staff members.
3	To discuss about Swami Vivekanand Youth Forum.	Dr. A. K. Yagnik gave an introduction to the Swami Vivekananda Youth Forum and its significance in promoting the teachings and ideals of Swami Vivekananda. The purpose and objectives of the forum were discussed, emphasizing the promotion of youth empowerment, leadership, and service to society. After discussion Swami Vivekanand Youth Forum was established.
4	To give a proposal for Dr. Gordhanbhai S. Patel Forum for Value Education	An introduction to the Dr. Gordhanbhai S. Patel Forum for Value Education, highlighting its purpose and goals was delivered by Dr. V. M.



		Vanar. A proposal for the establishment and operation of the forum was presented to the attendees. The proposal included details on its objectives, structure, and activities. The meeting participants discussed the immediate next steps, which include the formation of a committee to oversee the forum's establishment, finalizing its objectives, and planning its inaugural activities.
5	Updation of learning management system of the college.	The objectives of the LMS update and the expected benefits were discussed, emphasizing improved user experience and enhanced educational outcomes. The scope of the update, including technical aspects, content migration, and user training, was outlined for the attendees.
6	To submit data for AISHE Report.	The process of submitting data to the AISHE portal was discussed, including the online submission platform and required documentation. A timeline for data submission, including deadlines and milestones, was established to ensure timely completion.
7	To undertake Industry sponsored Research Project	IQAC Chairman Dr. V. M. Vanar & Dr. Prashant Patel proposed to undertake Industry sponsored Research Project for knowledge upgradation of faculty. A proposal will be given to the committee and committee agree to undertake the project.

Date: 29/12/2022
Place: Anand

Dr. V. M. Vanar
Principal & IQAC Chairman





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Academic Year 2022-23

Internal Quality Assurance Cell (IQAC)

Minutes of meeting of IQAC for the academic year 2022-23 held on Saturday, September 3, 2022 at 12:00 Noon.

A meeting of IQAC members was held on Saturday, 03/09/2022 at 12:00 Noon in Principal's Chamber. The meeting commenced with welcome speech by IQAC Chairman Dr. V. M. Vanar.

The Following Points were discussed during the meeting.

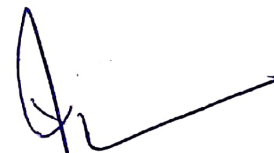
Anand Commerce College		
Minutes of IQAC Meeting held on 03 rd November, 2022.		
2022-23		03-09-2022
No of Minutes	Subject of Minutes	Details of Minutes
1	To discuss about Previous IQAC meeting proceeding.	The primary agenda of this meeting is to review and discuss the proceedings of the previous IQAC meeting held. The attendees reviewed the action items from the previous IQAC meeting and discussed the status of each item.
2	To discuss & Plan about Library Automation / Digitalization of library.	The meeting participants discussed and formulated a strategy and action plan to achieve the identified objectives. The allocation of resources, including budget, technology, and staffing, was discussed to ensure the successful implementation of library automation and digitalization.
3	To get approval of the committee for renovation of college infrastructure	Chairman Dr. V. M. Vanar presented budget and plan about the renovation of college infrastructure. The meeting participants discussed the immediate next steps, which include securing funding, appointing a project manager, and finalizing the renovation schedule.
4	To discuss about to sign MOU with industry as part of preparedness of NEP 2020	Committee members engaged in a detailed discussion regarding the terms and conditions of the proposed MOU, potential benefits for the institution, and how it aligns with NEP 2020 goals. A decision was reached to move forward with the proposal and sign the MOU with the industry partner. An action plan was outlined to facilitate the MOU signing process.
5	ICT Development	IQAC Chairman Dr. V. M. Vanar proposed to develop ICT for e governance. It would cover



		upgradation of college website as well as college app.
6	Eco Audit	Eco Audit report is prepared and submitted by Eco Audit Committee and the procedure of Audit is completed by Third Party Audit Agency.

Date: 03/09/2022

Place: Anand



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Principal & IQAC Chairman





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Internal Quality Assurance Cell (IQAC)

Minutes of meeting of IQAC for the academic year 2022-23 held on Thursday, July 7 2022 at 12:00 Noon.

A meeting of IQAC members was held on Thursday, on 07/07/2022 at 12:00 Noon in Principal's Chamber. The meeting commenced with welcome speech by IQAC Chairman Dr. V. M. Vanar.

The Following Points were discussed during the meeting.:

Anand Commerce College		
Minutes of IQAC Meeting held on 07 th July, 2022.		
2022-23		07-07-2022
No of Minutes	Subject of Minutes	Details of Minutes
1	To review of minutes of previous IQAC meeting.	The meeting commenced with a review of the minutes from the previous IQAC meeting. The minutes were distributed to all members prior to this meeting. The members of the IQAC reviewed the minutes of the previous meeting and discussed the action items.
2	To discuss about approval of previous AQAR for Academic year 2021-22.	The primary agenda item for this meeting was to discuss and approve the Annual Quality Assurance Report (AQAR) for the academic year 2021-22. The AQAR has been prepared and circulated to all members prior to this meeting. The members of the meeting reviewed the AQAR for the academic year 2021-22. The documents were examined for completeness, accuracy, and compliance with institutional quality assurance standards.
3	To present previous year Feedback Analysis.	The central agenda item for this meeting was the presentation of the feedback analysis for the previous year. The analysis has been prepared and presented by the IQAC coordinator. The discussion led to the identification of key findings and action points based on the feedback analysis. These findings and actions will serve as a foundation for improvement initiatives in the coming year.
4	Formation of Steering Committee for academic year 2022-23.	The Steering Committee plays a crucial role in guiding and overseeing various academic and institutional activities. A discussion was held regarding the selection of members for the Steering Committee. It was agreed upon that the committee should consist of representatives from different departments and areas within the institution to ensure diverse perspectives and



		expertise.
5	To discuss about Distribution of criteria wise work.	The discussion about the distribution of work was held among team members based on specific criterion. The objective was to ensure a fair and efficient allocation of responsibilities. After healthy discussion the Criterion wise work was distributed to the faculty members.
6	To Discuss about academic planning.	Academic planning is vital for ensuring that the institution's educational goals are met effectively. A review of the existing academic programs and courses was conducted to identify areas for improvement and development. The meeting participants discussed and identified the key academic goals for the upcoming academic year. These goals would align with the institution's mission and vision.
7	To discuss about organizing AGM & Alumni Association Meet.	Chairman Dr. V. M. Vanar proposed to discuss and plan for the Annual General Meeting (AGM) and the upcoming Alumni Association Meet. The attendees engaged in a discussion regarding the planning of the Alumni Association Meet, which aims to reconnect alumni and strengthen the alumni network. The meeting participants discussed the roles and responsibilities of key individuals or committees responsible for organizing the AGM and managing the Alumni Association Meet.
8	Student Seminar & Project	IQAC proposed to start Student Seminar & student projects for gaining a practical knowledge.
9	Gender Audit	Gender Audit Committee prepared and submitted the Gender Audit Report to Third Party Audit Agency and the procedure of Audit is completed.
10	To start Value Added Courses	Prof. Vijay Pansuriya proposed to start value added courses for the students to improve extra knowledge apart from curriculum.

Date: 10/07/2022

Place: Anand




Dr. V. M. Vanar
Principal & IQAC Chairman