



Dr.V.M.VANAR
Principal

ANAND COMMERCE COLLEGE

(Managed by Shri Ramkrishna Seva Mandal)

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NAAC ACCREDITED 'B++' GRADE

Date: 15/07/2023

Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC meeting held on Saturday, 14/07/2023 on 11:30 AM

The first IQAC meeting for Academic Year 2023-24 was conducted on 14/07/2023 on 11:30 AM at Principal's office. The following members attended the meeting.

Dr. V.M.Vanar
Smt. Jyotsnaben K. Patel
Mr. Parixitbhai K Patel
Dr. Tejal Gandhi
Prof. D.B.Trivedi
Dr. A.K.Yagnik
Prof. T.N.Chaudhari
Dr. K.V.Solanki
Mr. Kumar Chandvani
Shri Rutul Patel
Dr Yagnesh Dalwadi
Shri Nileshbhai J. Patel
CA Anand Thakkar
Miti Pradipbhai Mital
Virendrasinh Y. Jadav
Vivek Bharat Patil
Kreshi Chauhan
Mr. Amit Patel
Mr. Nimesh J. Machhi
Dr. Mittal Thakkar
Dr. Nikunj N. Bumtariya

A meeting of IQAC was held on Friday, 14/07/2023 at 11:30 AM in Principal's Chamber. The meeting commences with welcome speech by IQAC Chairman Dr. V. M. Vanar. The following points were discussed in the meeting.

Agenda: 1 To review of minutes of previous IQAC meeting

Previous IQAC coordinator Prof. D. B. Trivedi discussed minutes of last IQAC meeting. Members unanimously approved minutes of the meeting.



Agenda:2 To welcome new members of IQAC

The chairperson Dr.V.M. Vanar offered a cordial welcome to new members of IQAC. Dr Mittal Thakkar is appointed as IQAC coordinator and Dr. Nikunj N. Bumtariya as IQAC co-coordinator. Previous IQAC Co-coordinator Prof. D. B. Trivedi and Co-coordinator Mr. Kumar Chandvani brief the members about functioning of IQAC.

Agenda:3 To present ATR of year 2022-23

Previous IQAC Co-coordinator Prof. D. B. Trivedi presented Action Taken Report (ATR) of the year 2022-23 which was approved by all members.

Agenda:4 To communicate progress of AQAR and SSR (NAAC Cycle -3) to the steering committee members

Former IQAC coordinator Prof. D. B. Trivedi and Co-coordinator Mr. Kumar Chandvani presented AQAR of last remaining years to all IQAC members for approval. It was informed to all members that SSR preparation is going on. They communicated work completed by criterion coordinators. It was informed that the college has planned to submit SSR in end of December 2023.

Agenda: 5 To re-distribute criterion-wise work among faculty members

Committees were formed for seven criterion and each committee was assigned responsibility to maintain documents and plan activities for specific criterion. It was informed that principal of the college & IQAC coordinator will regularly conduct criterion-wise meetings to monitor work progress.

Sr. No.	Criterion	In-charge Member
1.	Curricular Aspects-I	1. Prof. D.B.Trivedi (C)
		2. Dr. V.N.Pansuria (M)
2.	Teaching-Learning & Evaluation-II	1. Dr. K.V.Solanki (C)
		2. Dr. U.G.Amin (M)
3.	Research, Innovations & Extension-III	1. Prof. T.N.Chaudhary (C)
		2. Dr. S.B.Patel (M)
		3. Dr. Prashant P. Patel (M)
4.	Infrastructure & Learning Resources-IV	1. Dr. Amit Varma (C)
		2. Prof. Vishal Gamit (M)
		3. Prof. Rutual Patel (M)
		4. Shri N.J.Rathod (M)
5.	Student Support & Progression-V	1. Shri. H.J.Makwana (C)
		2. Dr.Brijesh H Valand (M)
		3. Dr. Vishal Gamit (M)
6.	Governance, Leadership & Management -VI	1. Shri K.V Chandwani (C)
		2. Dr. Nikunj Bumtariya (M)
7.	Institutional Values & Best Practices-VII	1. Dr. A.K.Yagnik (C)
		2. Dr. Kajal B. Rao (M)



Agenda: 6 To communicate quality improvement measures and strategies
IQAC coordinator informed following quality improvement measures to the members.

Orientation programme for newly enrolled students

To orient newly enrolled students, IQAC will arrange orientation programme from 17/07/2023 to 20/07/2023 for the students of BCOM and BBA. It was further informed that for BVOC programme Dr Brijesh Valand, Nodal officer of B VOC dept. will arrange orientation programme and for BCA programme Mr Rutul Patel will arrange orientation programme.

Feedback Analysis of the year 2022-23

IQAC has collected feedback from Students, Parents, Teachers and Alumni. Feedback Analysis was informed to members. Members were informed that a further report on action taken will be presented in next IQAC Meeting.

Discussion about key changes in LMS of the college for digitization of all academic and administrative activities

Discussion was held on new features of LMS of the college. New features of the LMS for smoothing academic and administrative work were demonstrated to all Members.

Uniform format for documentation of various college activities/events

IQAC has prepared and distributed standard format for keeping documentation of various college activities/events. It was informed that from 2023-24 all the staff members will keep documents of all college activities in the given format only.

Discussion on academic planning and college calendar

To ensure effective planning for all the activities of the college, IQAC has prepared event calendar and the same was communicated to all students and staff members. College calendar was presented to IQAC steering committee members. Different committees were formed for the year 2023-24 and committee-wise coordinators are appointed. They were given responsibility to arrange meetings of the committee members and organize activities as per planning.

Planning of human resource development

Members were informed that for development of human resource of the college, IQAC will continue to arrange FDPs for teaching and non teaching staff of the college. It was also decided that college will continue to arrange faculty exchange programme with collaborated institutes.

Industry-Institute Interaction through MoUs

Members were informed about functional MoUs of the college. It was decided that as per the skill development agenda of NEP 2020 and to offer internship to the students' of the college more MoUs will be signed with nearby Industrial units.

Agenda: 7 To review progress of industry sponsored Minor Research Projects (MRPs)

Five faculty members of the college get their minor research project approved from Industry. Discussion was held on progress of their project.



Agenda: 8 To communicate progress of Audit

Reports and outcome of library audit and Social Audit presented among the members. Members were also informed about ongoing process of ISO Certification.

Agenda: 9 To present AAA report of 2022-23

Academic and Administrative audit for the year 2022-23 was conducted by external committee members. The report of the audit was presented in the meeting. Recommendation and observation of the audit team were discussed.

Agenda: 10 To present result analysis of academic year 2022-23

Results Data of the year 2022-23 were presented to steering committee. Hon'ble Secretary Smt. Jyotsnaben K. Patel and all IQAC members congratulated Principal Dr V M Vanar and team members for their sincere effort for outstanding results.

Agenda: 11 Any other point with permission from the chairperson

Chairperson Dr.V.M. Vanar communicated development plan of the year 2023-24 and its execution.

Suggestions were invited from the members present:

Dr Tejal Gandhi shared her valuable inputs for ongoing accreditation process. Dr.Y.M.Dalwadi suggested to orient first year students about internship ,research project and online courses.

CA Anand Thakkar suggested to conduct expert talk and spread awareness among B Com Students for CA Course.

Smt. Jyotsnaben K. Patel,,Hon. Secretary. SRKSM appreciated efforts of the Chairperson Dr.V.M.Vanar and IQAC for quality assurance and quality enhancement in teaching learning process.

IQAC coordinator, Dr Mittal Thakkar offered vote of thanks to all the committee members. She informed members about upcoming IQAC Meeting in the first week of September.


Dr V M VANAR
Principal and Chairperson (IQAC)
Anand Commerce College, Anand

