

IQAC Meeting

Minutes

17-07-2018

IQAC meeting was held in BJVM staff room on 17-07-2018 at 03:00 p.m. convened by chair person Principal Dr. Ketaki Sheth. Following members were present. All the members were welcomed by Dr. Ketaki Sheth.

Sr. No.	Name of Person	Designation
1	Dr. Ketaki Sheth	Chair Person
2	Shri I. N. Tandel	Co-ordinator
3	Dr. J. P. Parmar	Co-ordinator
4	Dr. M. P. Trivedi	Member
5	Dr. S. R. Ajmeri	Member
6	Dr. R. N. Patel	Member
7	Smt. R. N. Vora	Member
8	Dr. S. M. Vohra	Member
9	Dr. S. K. Radadiya	Member
10	Shri K. D. Solanki	Administrative Staff
11	Shri H. B. Patel	Administrative Staff
12	Shri R. D. Patel	Technical Staff
13	Dr. S. G. Patel, Hon. Secretary, CVM	Management Representative
14	Dr. N. M. Zaveri, Director General, CVM	Management Representative
15	Shri Kiranbhai Patel	Alumni
16	Shri N. L. Sanghavi	Alumni
17	Shri Dhaval Patel	Representative of Community
18	Shri H. S. Barad, CEO, Milcent	Industrialist
19	Dr. Sandip Bhatt, Head, Department of Business Studies	External Expert

- **Curricular Aspects**

- From the year 2018-19 six new certificate courses, one new diploma course and one Adv. Diploma has been started.
- As per suggestion given by Dr. Nikhil Zaveri, CVM and IQAC member, it has been planned to design various new courses next year with detail explanation about need, background, objectives and outcome of each course. eg. Digitalization in Business.

- **Teaching – Learning Evaluation**

- ICT facilities have been implemented in almost 08 class rooms.

- Further, it has been discussed that, college has successfully started the practice of Teaching plan, work-diaries regularly and allocation of subjects.
 - As per suggestions it has been decided to create a strong bond with students in the class room, actively implementing the practice of class counselor with two hours in every week.
 - It is also decided to provide soft copy material to the students.
- **Research, Innovations & Extension**
 - College has signed MoU with Faculty of Commerce, GLS University, for students and faculty exchange programme.
 - MoU is signed with Voluntary Nature Conservancy for Environmental projects to bring environmental awareness among the students.
 - As per the suggestions, decision has been taken to apply for various major and minor research projects to UGC and other agencies.
 - It has also been decided to categorize various online journals and to involve students to use these journals and provide such environment as well.
- **Infrastructure and Learning Resources**
 - College has started compulsory computer classes for all students from current year.
 - As per the discussion, it has been decided to create new digital learning resources within college campus.
 - One more thing has been decided to go with 'INFLIBNET'.
- **Students support and Progression**
 - The priority should be given for the registration of 'BJVM Alumni Association'.
 - In this criterion, it has been decided to visit economically weaker students, meet their parents and do possible support.
 - Under the Gujarat Government's 'Finishing School' project BJVM has been selected that will help the students to enhance their employability skills.
- **Governance, Leadership and Management**
 - It has been decided to develop an effective system for smooth functioning in the Institution.
 - Next proposed date for IQAC meeting is 27th November, 2018.
- **Institutional values & Best Practices**
 - It has been decided to find out top 10 best practices from 'A' grade commerce colleges.
 - It has also been decided to start one new practice every year.
 - Last year college has successfully started 'Eco-club'
 - Practice and activity involve the students in it.

General suggestions

- It has been decided to list out various courses from 'Mooc & Swayam' and to orient the students for it.
- To make it compulsory for all students to take any three activities and to give certificates for it.
- To acknowledge the students from various schemes, scholarships and activities so that they can take maximum benefits.
- A new practice has been decided to start during this year under the title 'Earn by Learn' through which students will get corporate exposure with the help of 'Alumni Association', in which students will learn and also get some remuneration for their contribution.
- It has been decided to give certificate to students for their participation in social environmental activities – that will motivate and show valuable participation of students.
- Offer is received from VNC that they will provide 'Digital Map' facilities within the campus for various trees and plants.